

## **MINUTES**

### DUPAGE HOUSING AUTHORITY BOARD OF COMMISSIONERS July 16, 2020

Pursuant to executive order 2020-07 signed by Governor Pritzker and guidance provided by legal counsel, DuPage Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

In Attendance: DHA Commissioners, Dru Bergman, John Berley, Mike Brosnahan, Jessica Garmon, Stefanie Hood, and Candace King.

Also present were Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, Special Counsel Jean Kenol, and Sr. Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Vice-Chairman Berley at 8:47 a.m.

2. ROLL CALL

A roll call showed that six Commissioners were present, a quorum.

3. PUBLIC COMMENT

There were no public comments.

4. APPROVAL OF MINUTES

Bergman made a motion, seconded by Brosnahan to approve the minutes of June 18, 2020. The motion carried unanimously.

5. FINANCIAL REPORT

Finance Chairman Brosnahan presented the Financial Report. Among the topics covered were:

- The Finance Committee met on July 14<sup>th</sup> and reviewed financials, RFP and insurance quotes.
- Port-In Haps may need to have a possible write-off, if so, a Board Resolution will be needed.
- The Security Deposit Grant assisted 11 families. There were 3 FSS graduates.
- DHA Management, Inc. income statement has "nothing out of the ordinary".
- The Cares Act provided for Headspace to be utilized for the well-being of staff during COVID-19.
- The insurance broker presented the list of coverages to the Finance Committee. The Committee endorses including cyber liability to the coverages and instituting an annual insurance presentation going forward.
- The Committee recommends Clifton, Larson, Allen to continue as DHA auditor.

6. EXECUTIVE DIRECTOR'S REPORT

Stough Group has not responded to the non-renewal notice. DHA utilizes self-certification inspections during COVID-19.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. NEW BUSINESS

- Resolution 2020-11 Approval of Contract for Audit Service with Clifton, Larson, Allen. CLA had the highest score of the 6 submitted respondents to the RFP. Bergman made a motion, seconded by Brosnahan, to approve the resolution, and the motion carried unanimously.

9. EXECUTIVE SESSION

There was no executive session.

10. FUTURE DISCUSSION/ACTION ITEMS

Vice-Chairman Berley announced that the evaluation packet would be sent out to Board members. Executive Director Coles explained HUD possibly folding KHA into DHA.

11. ADJOURNMENT

Brosnahan made a motion, seconded by Bergman to adjourn the meeting. The motion carried unanimously, and Vice Chairman Berley adjourned the meeting at 9:32 a.m.

Respectfully Submitted,  
Susan Martin  
Sr. Administrative Assistant/Recording Secretary