

**MINUTES**  
**DUPAGE HOUSING AUTHORITY**  
**FINANCE COMMITTEE**  
June 15, 2021

**CALL TO ORDER**

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. Finance Chairman Bergman, called the meeting to order at 9:00 a.m.

**ROLL CALL**

In attendance were Chairman Bergman, Commissioner Berley, and Commissioner Hood. Also present were, Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, and Sr. Administrative Assistant Susan Martin. Chairman Bergman made the announcement that Commissioner Hood is officially a Finance Committee member.

**PUBLIC COMMENTS**

There were no public comments.

**APPROVAL OF MINUTES**

Hood made a motion, seconded by Berley to approve the Finance Committee meeting minutes for April 13, 2021, and the motion passed unanimously. Berley made a motion, seconded by Hood to approve the Finance Committee meeting minutes for May 18, 2021, and the motion passed unanimously.

**FINANCIAL STATEMENTS**

Finance Chairman Bergman reviewed the Finance Statements including the Balance Sheet, Income Statements, Check Register, Credit Card Statements, and DHA Management, Inc. Among the topics covered were:

- Receivables continue to be addressed with some older accounts possibly being written off.
- The security grant assisted 4 families.
- HAP equity decreased with an explanation of HUD funding and HAP equity.
- Vacancy payments were discussed. Executive Director Coles recommended to wait until after the Rose Glen PBV are off the books next year to discuss full payment.
- DHA Management, Inc. had no budget processed at this time. Executive Director Coles to discuss with DHA attorney as to the appropriateness of covering DHA Management, Inc., a separate entity, during DHA Board meetings.
- Cares Act Funding and its allowances were covered. Executive Director, Coles to forward Cares Act approved spending information to Commissioner Hood.

**NEW BUSINESS**

- FY2022 Budget. Finance Manager Celeste-Wade presented the budget that was explained as “healthy, realistic and keeping DHA trends in mind”. The DHA budget was reviewed line by line. The Finance Committee unanimously recommends passage of the FY2022 budget to the DHA Board of Commissioners.
- Banking. It was agreed upon that there is no need for a banking RFP at this time.
- Cyber liability. The budgeted insurance includes the higher amounts recommended by the broker and cyber liability.

**ADJOURNMENT**

Berley made a motion, and Hood seconded it to adjourn the meeting at 10:13 a.m.

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