

MINUTES

DUPAGE HOUSING AUTHORITY FINANCE COMMITTEE January 15, 2019

CALL TO ORDER

DHA Commissioner John Berley, called the meeting to order at 11:00 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

ROLL CALL

Commissioner Berley noted for the minutes that Chairman Brosnahan was participating by telephone conference call and Commissioner Dru Bergman was present for the meeting. Also present were, Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade and Sr. Administrative Assistant Sue Martin.

PUBLIC COMMENTS

No members of the public attended the meeting.

APPROVAL OF MINUTES

Commissioner Bergman made a motion, seconded by Commissioner Berley, to approve the Finance Committee meeting minutes of December 18, 2018.

FINANCIAL STATEMENTS

Finance Manager Celeste Wade reviewed the Finance Statements including the Balance Sheet, Income Statements, Check Register, Credit Card Statements, and DHA Management, Inc. Among the topics covered during discussions were:

- Chairman Brosnahan reviewed the Financials on January 10th with Finance Manager Celeste-Wade.
- Finance Manager Celeste-Wade continues the process of working with other housing authorities to correct balances and getting HUD funding restored to normal levels.
- The administration of Hawthorn Ridge Apartment vouchers has increased the amount of admin fees received. The Admin fee is at the "new normal" amount. Both the number of background checks conducted by DHA and their costs have increased.
- The Security Grant assisted 8 families in December.
- DHA Management Inc. had nothing of importance to discuss.

NEW BUSINESS

- Federal government shutdown: DHA is funded through February to pay landlords. Staffing is funded for 6-9 months.
- Audit update: The preliminary statement will be sent out by Finance Manger Celeste-Wade. The going concerns and loan repayment will be reviewed and then forwarded for the DHA attorney for final examination.
- Finance Dept. Staffing: An update on the open Accounting position was covered.

ADJOURNMENT

Commissioner Berley made a motion to adjourn the meeting, seconded by Commissioner Bergman and the meeting adjourned at 11:38 a.m.

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