

MINUTES
DUPAGE HOUSING AUTHORITY
FINANCE COMMITTEE
October 19, 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 9:01 a.m.

ROLL CALL

In attendance were Commissioner Berley, Commissioner Hood, and Chairman Bergman. Also present were, Executive Director Kenneth Coles, Compliance Manager Lisa Howe, and Sr. Admin. Assistant Susan Martin.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Hood made a motion, seconded by Bergman to approve the Finance Committee meeting minutes for September 14, 2021, and the motion passed unanimously.

FINANCIAL STATEMENTS

Compliance Manager Howe explained the division of financial duties between her and Christie Wise during the transition period without a Finance Manager. Executive Director Coles addressed questions from the Commissioners clarifying that Yardi software can provide all the reports needed in a different format. The monthly financial reports are currently being worked on and will be forthcoming.

NEW BUSINESS

- Finance staffing update: Scheduled first round of interviews. Could be 45 days before hiring.
- Audit update: Audit is moving forward, anticipate everything to be on schedule.
- Cyber liability coverage: Working with our vendor for a final quote on connectivity, communicating with the insurance company.
- HUD annual payment: Payment scheduled for Wed. Oct. 27th.
- Strategic Planning: Finance Chairman Bergman requested information on sources of funding, amount, usage. A tutorial presented at each month was suggested. Executive Director Coles will have information ready for the Thursday DHA Board Meeting.

ADJOURNMENT

Berley made a motion, seconded by Hood to adjourn the meeting at 9:34 a.m.

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