

MINUTES

DUPAGE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
May 19, 2022

Pursuant to executive order 2021-15 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, Dawn DeSart, Jessica Garmon, Stefanie Hood, Candace King, and Chair Ingram.

Also present were Executive Directors Kenneth Coles and Cheron Corbett; Special Counsel Jean Kenol; and Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Chairperson Ingram at 8:47 a.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

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

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF MINUTES

Commissioner Bergman made a motion, seconded by Commissioner King, to approve the minutes of April 21, 2022. The motion carried unanimously.

6. FINANCIAL REPORT

Finance Chairman Bergman reported on developments including:

- The Finance Committee met on May 17, 2022, and reviewed financials.
- The draft FY2023 budget is currently under staff review. It is expected to be presented at the June meeting.
- The first draft of financial policies has been submitted to the Finance Committee to review and will be addressed in the June/July meeting.
- The DHA audit has been delayed as auditors are reviewing additional documents. Jordan from Clifton Larson has assured Finance Chairperson Bergman that there are no major problems anticipated.
- A Board discussion on the financial reports covered the evolution of the reports, Yardi vs. Excel, best practices, specific required reports, and clean-up. Executive Director Corbett is currently working on solutions such as reaching out to top CFOs to obtain recommended CPA firms knowledgeable in housing, getting additional support to the Finance Dept., and making financial stability a priority. She has a meeting planned with the auditor today.
- Commissioner Garmon brought up a question on liability for the Finance Department. Finance Chairman Bergman stated that, to our knowledge, there was no malfeasance on the part of the prior manager, only a different way of approaching some tasks. Executive Director Corbett is planning to have a CPA firm conduct an analysis of the Finance Dept. Attorney Kenol noted there are no legal or liability issues, we are conducting due diligence, and doing everything we can to protect ourselves.

- Cyber liability insurance is in place now.
- The Finance Committee has recommended an RFP for insurance broker services. Executive Director Corbett covered the advantages of piggy-backing/buying pool with CHA as the vetting process has been completed. Attorney Kenol acknowledged that DHA can legitimately piggyback/pool with CHA.
- Commissioner King questioned how DHA got into the workman's comp. insurance issue. Executive Director Coles explained the insurance company's error and the low amount of the invoice was questioned. Urgency for workman's comp is needed but health insurance was just renewed in February. Chairperson Ingram stated that if it is in Executive Director Corbett's power to piggy-back/pool with CHA, let her do it and there were no objections.

7. UNFINISHED BUSINESS

There was no unfinished business.

8. EXECUTIVE DIRECTOR REPORT

The salary summary was included in the Board packet but if Commissioners are interested in reading the 69-page report, it is available upon request. Commissioner DeSart would like a copy of the HUD income limits sent to the Commissioners and a historical perspective added to the SEMAP and Inspection charts in the E.D. report.

9. NEW BUSINESS

Resolution 2022-07 Acceptance of the FY2021 Audit has been tabled.

Resolution 2022-08 Approval of the DHA-AHA Intergovernmental Agreement is the annual agreement with Aurora Housing Authority to administer the tax abatement program. A motion was made by Berley, seconded by Garmon and it passed unanimously.

10. EXECUTIVE SESSION

Commissioner DeSart made a motion, seconded by Commissioner King, to recess into executive session to discuss personnel (Section 2(c)(1)). The motion carried unanimously, and the Board recessed into executive session at 9:45 a.m. Session ended at 9:45 a.m. with a motion by Commissioner DeSart, seconded by Commissioner Berley. Once back in regular session it ended at 9:55 a.m. with a motion by Commissioner King and seconded by Commissioner Berley

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