

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday, July 21, 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.

Roll Call:

The Chair called the meeting to order, the following members of the Board being present:

Sherrin Ingram	Chair	Virtual attendance
John Berley	Vice Chair	Virtual attendance
Dru Bergman	Commissioner	Virtual attendance
Dawn DeSart	Commissioner	Virtual attendance
Jessica Garmon	Commissioner	Virtual attendance
Stefanie Hood	Commissioner	Virtual attendance
Candace King	Commissioner	Virtual attendance

The following others were also present:

Cheron Corbett	Executive Director	Virtual attendance
Susan Martin	Admin. Assistant	Virtual attendance
Jean Kenol	Special Counsel	Virtual attendance

The Chair declared the presence of a quorum. At 9:03 a.m. Zoom cut out and Chair Ingram was unable to return to the session, Vice-Chairman Berley administered the rest of the meeting.

Public Comments:

There were no public comments.

Approval of Minutes:

DeSart made a motion, seconded by Garmon to approve the minutes of June 16, 2022. The motion carried unanimously.

Financial Report:

- The Finance Committee met on July 17.
- Finance Department: Currently there is no Finance Manager. The position has been posted. Exec. Director Corbett to email job link to Commissioners. Immediate assistance by BDO Consultants.
- Finance Department Assistance and Training: The two junior staff members are being trained in Yardi Voyager 7 the week of 7/25-29.
- FY2021 Audit: The final audit arrived and was sent to Commissioners. The Finance Dept. must get financials prepared for the upcoming FY2022 audit and BDO will help us with the year-end closing, finance operations, etc.
- Insurance: Workman's Comp Insurance is to be resolved by Aug./Sept. The RFP will be revisited later.
- Employment of Security Guard: The Finance Committee recommends the hiring of an unarmed

Security Guard. Discussion covered the topics of salary, hours, funding structure and training with the Wheaton Police Dept. Attorney Kenol affirmed the need for a formal vote to take Board action. If necessary, a Special Call meeting ahead of the regularly scheduled DHA Board Meeting can be held. Executive Director Corbett will get additional quotes on the security agencies.

- Commissioner Email Accounts: The Finance Committee endorses the best practices of having DHA emails for Commissioners instead of personal emails.
- Stough Group: Attorney Kenol has no update at this time and will follow up.

Executive Director's Update

Discussion covered the progress of open positions, update on retirement benefits, update on COLA and salary adjustments. Going forward, the occupancy report will show waitlist by program. State of IL HOPE Fair Housing has given \$56,000 to help 46 DHA voucher holder families with their security deposits.

Presentation of Resolutions:

RESOLUTION NO. 2022-11

Revision of Resolution 2021-18 Non-renewal of PBV HAP Contract with Senior Home Sharing. The ending date is changing from 10/1/2022 to 9/30/2022. A motion made by DeSart, seconded by Garmon and it passed unanimously.

Future Discussions:

Commissioner King requests an estimate of increasing the supply of affordable housing in DuPage County.

Adjournment:

Commissioner Garmon made a motion, seconded by Commissioner DeSart, to adjourn. The motion carried unanimously, and Vice-Chairman Berley adjourned the meeting at 9:38 a.m.

Susan Martin
Recording Secretary