

MINUTES

DUPAGE HOUSING AUTHORITY FINANCE COMMITTEE February 19, 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 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 January 15, 2019.

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 February 14th with Finance Manager Celeste-Wade.
- Finance Manager Celeste-Wade will contact other housing authorities to lower balances owed to DHA.
- The Family Self Sufficiency Grant was awarded to DHA. There were 3 recent FSS graduates. Discussion covered publicizing FSS success.

NEW BUSINESS

- Finance Committee Chairman Brosnahan had a conference call with the auditors at Clifton Larson Allen regarding DHA's FY2018 audit. Discussion covered several items in the audit to be clarified or modified. It is the Finance Committee recommendation to postpone the CLA presentation and Resolution 2019-02 until March so that the Board can have additional time to review the audit and contact CLA. Commissioner Dru recommends DHA develop a process for a documented time line for audits.
- The HUD demand letter arrived with the response from DHA due this Friday. Executive Director Coles will draft a response and forward it to both the Finance Committee and the attorney for review. Finance Manager Celeste Wade to confer with audit team on when to make the entry adjustment in the books. Discussion on liability issues to previous auditors.

ADJOURNMENT

Commissioner Berley made a motion to adjourn the meeting, seconded by Commissioner Bergman and the meeting adjourned at 11:55 a.m.

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