

**MINUTES OF THE BOARD OF
COMMISSIONERS OF THE DUPAGE HOUSING AUTHORITY
Thursday March 16, 2023**

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 Chairman	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
Byron Williams	Comptroller	Virtual attendance
Eric Hanson	Special Counsel	Virtual attendance
Dwayne Tucker	BDO CPA	Virtual attendance
Nicole Hannigan	BDO Accountant	Virtual attendance
Susan Martin	Admin Assistant	Virtual attendance

The Chair declared the presence of a quorum and the meeting began at 9:01 a.m.

Public Comments:

There were no public comments.

Approval of Minutes:

DeSart made a motion, seconded by Hood to approve the minutes of Feb. 16, 2023. The motion carried unanimously.

Financial Report:

- BDO gave a status update. The work schedule/plan will be going to Executive Corbett shortly. Started with 2017 and working through records chronologically. A question regarding if reclassification would whittle down the repayment amount; it is not expected to.
- DHA submitted a required report to HUD on March 10th regarding Cares Act spending.
- The Finance Committee met on March 14th. The balance sheet is a work in progress but DHA is in a strong cash position.
- The FY2022 Audit is in process with Rubino. Executive Director Corbett secured permission from HUD to piggyback on the Aurora Housing Authority's procurement process and engage Rubino. The goal is to complete the audit by 3/31/2023 to meet HUD's filing requirement, but a waiver also was requested with HUD.
- QAD update: Meeting on 3/14/23 went well. Trending forward to get this taken care of.
- FY2024 Budget Process: The Finance Committee set a timeline for the FY24 budget, with a

preliminary plan due at the April committee meeting, a first draft of the budget due at the May committee meeting, and a final draft due at the June committee meeting. The Finance Committee invites all DHA Commissioners to attend the June Finance Meeting to deep dive into the budget and then it will be presented at the June DHA Board Meeting for a vote. Insurance agent will present to the Finance Committee in April/May.

- Audit and Banking RFP/RFI Update: RFP for audit services scheduled to be out soon. RFI for banking services cancelled as Wheaton Bank can accommodate requested changes.

Executive Director's Update

Highlights from the report included potential upcoming opportunities with landlords, working with the County on their developments. Discussion covered the DuPage County housing initiatives.

Presentation of Resolutions:

RESOLUTION NO. 2023-05

Approval of the DHA Re-forecasted Budget. The Finance Committee had informed the Board that a mid-year review would be conducted and reviewed the budget in detail. A motion made by Bergman, seconded by Hood and it passed unanimously.

RESOLUTION NO. 2023-06

DHA Annual Plan Approval. This resolution is to submit the required annual plan to HUD. Section B.3 was updated to reflect several factors such as undergoing QAD and the new leadership team. A motion made by DeSart, seconded by King and it passed unanimously.

Future Discussion/Action Items:

Discussion of when the Board must return to in-person meetings and remote meeting rules. Legal Counsel Hanson, stated, the Illinois governor can only make 30 day extensions but the federal deadline is May 11, 2023 for the disaster and covid situation. Commission DeSart requested the Finance Committee link be emailed to all the DHA Commissioners. DeSart spoke of the Ad Hoc Committee at DuPage County.

Adjournment:

Garmon made a motion, seconded by DeSart to adjourn. The motion carried unanimously, and Vice Chairman Berley adjourned the meeting at 10:02 a.m.

Susan Martin
Recording Secretary