

WCHA Regular Meeting Agenda

5/16/2022

3:30 p.m.

WCHA Community Room
410 E. Eureka Ave., Eureka, IL 61530

Please review and bring: Regular Board Packet

- ❖ Call to Order, Roll Call
- ❖ Motion to approve March 21, 2022 Regular Meeting Minutes
- ❖ Recognition of Guests/Audience Participation
- ❖ Committee Reports
 - Finance committee
 - Personnel committee
 - Visionary committee
- ❖ Executive Director's Report – Motion to approve Financial Reports & Review February 28, 2022 & March 31, 2022
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 - FY2020 Audit
 - Update to Operating Reserve Litigation
- ❖ New Business
 - WCHA Retirement Plan Cycle 3 Document Restatement (Resolution 2022-06)
 - Eureka Windows and Siding QSP 2022-01 Phase 1 (Resolution 2022-07)
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- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on June 27, 2022.

WOODFORD COUNTY HOUSING AUTHORITY MISSION STATEMENT

To serve and empower the citizens of Woodford County by providing adequate and affordable housing with proactive administration of programs to promote self-sufficiency and improve the quality of life.

**Woodford County Housing Authority
Regular Board Minutes**

Regular Board Meeting held at Eureka Community Room **May 16, 2022.**

Vice-Chairperson Boschulte called the meeting to order at 3:31 p.m.

Those present were: Vice-Chairperson, Diana Boschulte; Chairperson, Tammy Prather (absent); board members; Eric Pigman; Dale Greenhalgh; Laura Siscoe; Dorothy Kelso; and Diane Gregoire, Executive Director.

Com. Pigman made a motion to approve Regular Meeting minutes from March 21, 2022, 2nd by Com. Greenhalgh, motion carried. No meeting minutes from April as there was not a quorum.

Recognition of Guests/Audience Participation: no one in audience

Finance committee – nothing

Personnel committee – nothing

Visionary committee – nothing

Director's Report

Financial Reports & Review: As presented and reviewed for February 28, 2022 Low Rent was under by \$147.75, HCV was under in Admin. Fees \$3958.38 and HAP was under \$5574, Prairie Haven under budget by \$740.74, Washburn under by \$1893.79, Prairieton was under by \$1579.74 and Management Fund under by \$2984.96. Com. Pigman made a motion to approve the financials as presented, 2nd by Com. Kelso, motion carried. As presented and reviewed for March 31, 2022 Low Rent was over by \$8236.20, HCV was over in Admin. Fees \$1708.07 and HAP was under \$5873, Prairie Haven under budget by \$737.49, Washburn under by \$2216.50, Prairieton was under by \$1584.89 and Management Fund over by \$502.40. Com. Siscoe made a motion to approve the financials as presented, 2nd by Com. Greenhalgh, motion carried.

Vacancies – As of May 12, 2022, we have 0 in Eureka, 2 at South Haven and 2 at Prairie Haven.

Section 8 – Diane explains that for April we have 183 in payment and spent \$77,531 and the average payment was \$424, two Hard to House families 83 elderly/disabled households with 1 portable.

HUD – They are pushing leasing more and higher utilization for our HCV program. We raised our payment standards on an interim basis to benefit the tenant.

Rural Development – They finished the review of our 2020 Financials. We are ok.

Maintenance – There is a question as to what Markley's means. Our exterminator. Our part time guy is doing what he can and other staff are pitching in.

Evictions – None currently

Resident Council Report – Nothing. Someone didn't like a neighbor's yard is only complaint she heard.

FY2020 Audit – Hard copy is supposed to be coming. Board said to send it to them electronically.

Update on Operating Reserve Litigation – Diane read the letter from the attorneys. Good News but still waiting.

WCHA Retirement Plan Cycle 3 Document Restatement (Resolution 2022-06) Diane explains and reads the document restatement that they need to pass so that we are in compliance with the IRS regulations that were passed. There is discussion and then Com. Greenhalgh makes a motion to approve the Resolution as presented, 2nd by Com. Pigman, motion carried.

Eureka Windows and Siding QSP 2022-01 Phase 1 – will need to rebid with a new scope, will ask for quotes from the 2 that responded.

Com. Greenhalgh makes a motion to adjourn 2nd by Com. Pigman, adjourned at 4:18 p.m.

Respectfully submitted,

Respectfully submitted,

Diane Gregoire
Executive Director

Diana Boschulte
Vice-Chairperson