

WCHA Annual Meeting Agenda

01/23/2023

3:30 p.m.

WCHA Community Room

410 E. Eureka Ave., Eureka, IL 61530

Please review and bring: 2022 Annual Meeting Minutes, WCHA Bylaws, Omissions Errors Liability Ins.

- ❖ Call to Order, Roll Call
- ❖ Review minutes from January 24, 2022 Annual Board Meeting (Previously approved)
- ❖ Recognition of Guests/Audience Participation
- ❖ Election of Board Officers
 - Nominations for Chairperson, Vice-Chairperson, Secretary/Treasurer
 - Approval of slate of nominated officers
- ❖ Review WCHA Bylaws
- ❖ Review Omissions/Errors Liability Insurance (Public Officials Liability)
- ❖ Adjournment

The **next scheduled Annual meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on **January 22, 2024** at 3:30 pm.

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
Annual Board Minutes**

Annual Meeting held at Eureka Community Room on **January 23, 2023**.

Vice-Chairperson Boschulte called the meeting to order at 3:33 p.m. Those present were: Chairperson Tammy Prather (via phone); board members, Dale Greenhalgh, Eric Pigman, Erik Brewer, Laura Siscoe, Sue Knepp; and Diane Gregoire, Executive Director.

Minutes: The minutes were reviewed but had been approved previously.

Recognition of Guests/Audience Participation – There were none.

Election of Board Officers: Sue Knepp nominates Tammy Prather for the Chairperson position and nominates Diana Boschulte for the Vice Chairperson position and Diane Gregoire for the Secretary/Treasurer position 2nd by Erik Brewer, all in favor, motion carried.

Review the Bylaws – Reviewed, no changes at this time.

Review the Omissions and Errors Liability Insurance – There have been no changes from the previous year or policy. This was reviewed with no changes. Tammy recommends that everyone read it.

Sue Knepp makes a motion to adjourn the annual meeting, 2nd by Erik Brewer, motion carried. The meeting was adjourned at 3:38 p.m. The next annual meeting will be January 22, 2024 at 3:30 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Diana Boschulte
Vice-Chairperson

WCHA Regular Meeting Agenda

01/23/2023

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 December 19, 2022 Regular Meeting Minutes, Special 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 November 30, 2022
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 -
- ❖ New Business
 - Upcoming SEMAP
 - Discussion and possible approval of ideas for increased leasing of HCV
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on February 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 **January 23, 2023.**

Vice-Chairperson Boschulte called the meeting to order at 3:38 p.m.

Those present were: Chairperson, Tammy Prather (via phone), Vice-Chairperson, Diana Boschulte; board members; Eric Pigman; Dale Greenhalgh; Laura Siscoe; Sue Knepp; Erik Brewer; and Diane Gregoire, Executive Director.

Com. Knepp made a motion to approve Regular Meeting minutes from December 19, 2023, 2nd by Com. Pigman, motion carried.

Recognition of Guests/Audience Participation: no one in audience

Finance committee – nothing at this time

Personnel committee – nothing new

Visionary committee – nothing new, ask the city about the property next door to our office.

Director's Report

Financial Reports & Review: As presented and reviewed for November 30, 2022, Low Rent was over by \$1723.54, HCV was under in Admin. Fees \$4256.55 and HAP was over \$14,563, Prairie Haven under budget by \$6253.44, Washburn under by \$2556.71, Prairieton was under by \$2466.94 and Management Fund under by \$437.23. Com. Brewer made a motion to approve the financials as presented, 2nd by Com. Greenhalgh, motion carried.

Vacancies – As of January 10, 2023, we have 1 in Eureka, 1 at South Haven and 1 at Prairie Haven, 0 at Prairieton, and 0 at Washburn.

Section 8 – Diane explains that for December we have 179 in payment and spent \$77,327 and the average payment was \$432, one Hard to House families 81 elderly/disabled households with 1 portable.

HUD – Diane says they are wondering about a possible RFP for PBV and as always lease more vouchers. There is discussion about ideas for incentives to landlords everyone will continue to come up with ideas.

Rural Development – Asked for our audit again and there is nothing new.

Maintenance – The work orders are good, they are getting a lot of help right now.

Evictions – Not at the moment.

Resident Council Report – Com. Brewer indicated there is nothing.

Discussion and possible approval of Upcoming SEMAP – There is discussion that it will be next month so it is tabled until then.

Everyone should come with an idea for leasing more vouchers or landlord incentives.

Com. Siscoe makes a motion to adjourn 2nd by Com. Knepp, adjourned at 4:02 p.m.

Respectfully submitted,

Respectfully submitted,

Diane Gregoire
Executive Director

Diana Boschulte
Vice-Chairperson