

# WCHA Regular Meeting Agenda

8/17/2023

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 July 17, 2023 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 as of May 31, 2023
  - Vacancies
  - Section 8
  - HUD
  - Rural Development –
  - Maintenance – Work Order Report
  - Evictions
- ❖ Resident Council Report
- ❖ Old Business
  - Discussion of HUD Notification
  - Discussion of FY 2022 Audit
  -
- ❖ New Business
  - Discussion and possible approval of Flat Rents for Public Housing (Resolution 2023-09)
  - Discussion and possible approval of QSP 2023-06 Window Replacement (Resolution 2023-10)
  - Discussion and possible approval of Trailer purchase (Resolution 2023-11)
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on September 18, 2023.

## 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 **August 17, 2023.**

Chairperson Prather called the meeting to order at 3:30 p.m.

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

Com. Brewer made a motion to approve Regular Meeting minutes from July 17, 2023, 2<sup>nd</sup> by Com. Pigman, motion carried.

**Recognition of Guests/Audience Participation:** none

Finance committee – nothing new  
Personnel committee – nothing new  
Visionary committee – nothing new

**Director's Report**

**Financial Reports & Review:** Diane did not review May 31, 2023 financials as they are not back from the fee accountant yet.

**Vacancies** – As of August 21, 2023, we have 2 at South Haven and 1 at Washburn.

**Section 8** – Diane explains that for July we have 168 in payment and spent \$77,544 and the average payment was \$462, one Hard to House family 77 elderly/disabled households with 0 portable.

**HUD** – Diane says there is nothing new

**Rural Development** – Nothing new

**Maintenance** – Report looks great, Mike is doing well!

**Evictions** – Still pending on one.

**Resident Council Report** – nothing to report

**Discussion of HUD Notification** – Diane states there will be a phone call and she will advise.

**Discussion of FY2022 Audit.** – It was good, still finishing it up and will be submitted by the auditor soon.

**Discussion of and possible approval of Flat Rents Public Housing (Resolution 2023-09)** – There is discussion, and they are reviewed. Com. Siscoe makes a motion to approve Resolution 2023-09 as presented, 2<sup>nd</sup> by Com. Brewer, motion carried. (Pigman, Y; Brewer, Y; Siscoe, Y; Boschulte, Y)

**Discussion of and possible approval of QSP 2023-06 Window Replacement (Resolution 2023-10)** There is discussion, bid that listed 100% subcontracting will not be used. Com. Pigman makes a motion to approve the Window Replacement to Doerr Siding & Window \$88,595, 2<sup>nd</sup> by Com. Siscoe, motion carried. (Boschulte, Y; Brewer, Y; Pigman, Y; Siscoe, Y)

**Discussion of and possible approval of Trailer Purchase (Resolution 2023-11) –** Diane goes through the other trailer purchase prices and the total for the trailer is \$4900 but with title and licensing it pushes it over the limit of \$5000 to \$5088. Com. Boschulte makes a motion to approve the purchase as presented, 2<sup>nd</sup> by Com. Siscoe, motion carried. (Pigman, Y; Siscoe, Y; Boschulte, Y; Brewer, Y)

Com. Boschulte makes a motion to adjourn 2<sup>nd</sup> by Com. Brewer, adjourned at 4:35 p.m.

Respectfully submitted,

Diane Gregoire  
Executive Director

Respectfully submitted,

Tammy Prather  
Chairperson