

# WCHA Regular Meeting Agenda

2/28/2022

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 January 24, 2022, Regular Meeting Minutes, & January 24, 2022, Annual 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 December 31, 2021 (tabled)
  - Vacancies
  - Section 8
  - HUD
  - Rural Development –
  - Maintenance – Work Order Report
  - Evictions
- ❖ Resident Council Report
- ❖ Old Business
  - Discussion of possible approval of By-Laws Updates – (Resolution 2022-05)
  - Update to Operating Reserve Litigation
- ❖ New Business
  - FY2020 Audit
  - Discussion and possible approval of Updates to Housing Choice Voucher Payment Standards (Resolution 2022-01)
  - Discussion and possible approval of Updates to Tenant Rules & Regulations (Resolution 2022-02)
  - Discussion and possible approval of Updates to WCHA Smoke-Free Public Housing Policy (Resolution 2022-03)
  - Discussion and possible approval of SEMAP 2021 (Resolution 2022-04)
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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 March 21, 2021.

## **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 **February 28, 2022.**

Chairperson Prather called the meeting to order at 3:38 p.m.

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

Com. Siscoe made a motion to approve Regular Meeting minutes from January 24, 2022, 2<sup>nd</sup> by Com. Greenhalgh, motion carried. Com. Greenhalgh made a motion to approve the Annual Meeting minutes from January 24, 2022, 2<sup>nd</sup> by Com. Siscoe, motion carried.

**Recognition of Guests/Audience Participation: no guests**

Finance committee – nothing

Personnel committee – nothing new

Visionary committee – nothing

**Director's Report**

**Financial Reports & Review:** As presented and reviewed for December 31, 2021 Low Rent was under by \$350.62, HCV was over in Admin. Fees \$5471.99 and HAP was under \$5243.75, Prairie Haven over budget by \$730.64, Washburn under by \$1303.38, Prairieton was under by \$2979.28 and Management Fund under by \$3467.13. Com. Siscoe made a motion to approve the financials as presented, 2<sup>nd</sup> by Com. Greenhalgh, motion carried.

**Vacancies** – As of February 25, 2022, we have 3 at South Haven and 3 at Prairie Haven.

**Section 8** – Diane explains that for January we have 189 in payment and spent \$79,320 and the average payment was \$420, one Hard to House families 84 elderly/disabled households with 2 portables.

**HUD** – They are checking our progress on vacancies and information on our HCV program.

**Rural Development** – They would still like our audit and they did send back one more AFHMP with signature.

**Maintenance** – They are working on vacant unit and then doing other work orders.

**Evictions** – Do not have any yet. The last one was taken care of and we didn't have to proceed.

**Resident Council Report** – Everything going smoothly.

**Discussion and possible approval of By-Laws Updates** – (Resolution 2022-05) Diane showed the changes. Com. Siscoe made a motion to approve the By-Laws as presented,

2<sup>nd</sup> by Com. Greenhalgh, motion carried (Boschulte Y; Greenhalgh, Y; Siscoe, Y; Kelso, Y)

**Update on Operating Reserve Litigation** – We have not received anything at this point.

**Audit** – The audit is complete and Diane will give a copy once received.

**Discussion and Possible Approval of Updates to Tenant Rules and Regulations**

**(Resolution 2022-02)** Diane explains the updates. There is a question on home business...Diane will check into it and get back to the board. Com. Siscoe makes a motion to approve the updates as presented, 2<sup>nd</sup> by Com. Greenhalgh, motion carried. (Kelso, Y; Greenhalgh, Y; Siscoe, Y; Boschulte, Y)

**Discussion and Possible Approval of Updates to WCHA Smoke-Free Public Housing Policy (Resolution 2022-03)**

There is discussion that there is a section being added so that we can comply with the Health Department and their grant for a tobacco free playground. Com. Greenhalgh makes a motion to approve the updates as presented, 2<sup>nd</sup> by Com. Siscoe, motion carried. (Boschulte, Y; Siscoe, Y; Greenhalgh, Y; Kelso, Y)

**Discussion and Possible Approval of SEMAP 2021 (Resolution 2022-04)**

There is discussion that this is the management review of the HCV program. HUD also uses their online systems to give the HA a score. Com. Siscoe makes a motion to approve SEMAP 2021 as presented, 2<sup>nd</sup> by Com. Greenhalgh, motion carried. (Greenhalgh, Y; Siscoe, Y; Boschulte, Y; Kelso, Y)

Com. Greenhalgh makes a motion to adjourn 2<sup>nd</sup> by Com. Kelso, adjourned at 4:28 p.m.

Respectfully submitted,

Respectfully submitted,

Diane Gregoire  
Executive Director

Tammy Prather  
Chairperson