

WCHA Annual Meeting Agenda

02/26/2024

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 23, 2023 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 27, 2025** 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.

WCHA Regular Meeting Agenda

02/26/2024

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 18, 2023 Regular Meeting Minutes, Special Meeting Minutes
- ❖ Recognition of Guests/Audience Participation
- ❖ Executive Session – Pursuant to 2C(1) of the Open Meetings Act – Litigation
- ❖ Committee Reports
 - Finance committee
 - Personnel committee
 - Visionary committee
- ❖ Executive Director’s Report – Motion to approve Financial Reports & Review November 30, 2023
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 - Discussion of HUD notification
- ❖ New Business
 - Discussion and possible approval of SEMAP FY 2023
 - Discussion and possible approval of ideas for increased leasing of HCV
 - Discussion and vote on approval of the Executive Director the authorization to enter into agreement with HUD
- ❖ 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 18, 2024.

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 26, 2024.**

Chairperson Prather called the meeting to order at 3:46 p.m.

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

Com. Brewer made a motion to approve Regular Meeting minutes from December 18, 2023 and Special Meeting (open to public, no one present), 2nd by Com. Greenhalgh, motion carried.

Executive Session – Cancelled/tabled

Recognition of Guests/Audience Participation: No visitors

Finance committee – nothing at this time

Personnel committee – nothing new

Visionary committee – nothing but she has something for Diane to review

Director's Report

Financial Reports & Review For November 30, 2023 we were under budget by \$2447.36, under for Admin. Fees by \$5983.93 and over for HAP by \$12469 (due to recapture, Prairie Haven was under \$6170.27, Washburn was over \$714.81, for Prairieton under \$2506.34, for Management under \$396.88. Com. Pigman makes a motion to approve the financial statements as presented, 2nd by Com. Greenhalgh, motion carried.

Vacancies – As of January 12, 2024, we have 1 at Pleasant Valley, 1 at South Haven, 1 at Prairie Haven and 1 at Rosebud Manor.

Section 8 – Diane explains that for December we have 154 in payment and spent \$73,042 and the average payment was \$474, three Hard to House families, 75 elderly/disabled households with 1 portable to Chicago.

HUD – Diane says they were talking about the REAC inspection we had and the new inspection standards and that we are almost due again.

Rural Development – They approved one budget.

Maintenance – Report is still good considering we only have one maintenance at this time.

Evictions – Nothing to report

Resident Council Report – nothing to report

Discussion of HUD Notification – nothing at this time

Discussion of and possible approval of SEMAP FY 2023 (Resolution 2024-01) –
Diane reviews the items that are on the report to be submitted. ViceChair. Boschulte made a motion to approve the SEMAP as presented, 2nd by Com. Brewer.

Discussion of and possible approval of idea for increased leasing of HCV – Call the city for listing of landlords, put pamphlets out, hold a landlord meeting for a specific event, in touch with Heart House and using Zillow.

Discussion and vote of authorization for Executive Director to enter into agreement with HUD (Resolution 2024-02) It is tabled at this time.

Com. Brewer makes a motion to adjourn the meeting at 4:32 p.m. 2nd by Com. Greenhalgh, motion carried.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
Chairperson

**Woodford County Housing Authority
Annual Board Minutes**

Annual Meeting held at Eureka Community Room on **February 26, 2024.**

Chairperson Prather called the meeting to order at 3:41 p.m. Those present were: Chairperson Tammy Prather; board members, Dale Greenhalgh, Eric Pigman, Erik Brewer, Laura Siscoe, ViceChair. Boschulte; 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: Laura Siscoe 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 Eric Pigman, all in favor, motion carried.

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

Review the Omissions and Errors Liability Insurance – This is ok.

Laura Siscoe makes a motion to adjourn the annual meeting, 2nd by Dale Greenhalgh, motion carried. The meeting was adjourned at 3:45 p.m. The next annual meeting will be January 27, 2025 at 3:30 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
Chairperson