

WCHA Regular Meeting Agenda

01/25/2021

3:30 p.m.

WCHA Community Room

410 E. Eureka Ave., Eureka, IL 61530

Zoom Meeting ID 95414885071

passcode140973

Please review and bring: Regular Board Packet

- ❖ Call to Order, Roll Call
- ❖ Motion to approve December 21, 2020 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 November 30, 2020
 - Vacancies
 - Section 8
 - HUD
 - Rural Development –
 - Maintenance – Work Order Report
 - Evictions
- ❖ Resident Council Report
- ❖ Old Business
 - Discussion of possible – Board Training - tabled
 - Update to Operating Reserve Litigation
- ❖ New Business
 - Discussion and possible approval of Updated Procurement Policy (Resolution 2021-01)
 - Discussion of upcoming SEMAP & FY2020 Audit
- ❖ 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 22, 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 **January 25, 2021.**

Chr. Prather called the meeting to order at 3:55 p.m.

Those present were: Chairperson Tammy Prather; Vice-Chairperson Diana Boschulte; board members; Eric Pigman; Dale Greenhalgh (excused absence); Donita Curtis; Mark Vaughn; Laura Siscoe (excused absence) and Diane Gregoire, Executive Director.

Vice-Chair. Boschulte made a motion to approve Regular Meeting minutes 2nd by Com. Curtis, motion carried.

Recognition of Guests/Audience Participation: No one else here and the meeting is open to the public via Zoom

Finance committee – nothing at this time
Personnel committee – nothing
Visionary committee – nothing at this time

Director's Report

Financial Reports & Review: As of November 30, 2020 Low Rent was to the good by \$6412.22, COVID (Low Rent) expenses were \$3192.07, 2019 CFP Budget shows a variance that remains at \$20,482.34, HCV was under in Admin. Fees \$4504.33 and HAP under \$5440., COVID(HCV) 2532.34, Prairie Haven under budget by \$8145.28, Washburn under by \$2454.26, Prairieton was under by \$2013.80 and Management Fund over by \$313.79. ViceChr. Boschulte, made a motion to approve the financials as presented, 2nd by Com. Pigman, motion carried.

Vacancies – As of January 21, 2021 we have 3 at Pleasant Valley and 1 at South Haven.

Section 8 – Diane explains that for December we had 197 in payment and spent \$85,298 and the average payment was \$433, one Hard to House family, 88 elderly/disabled households with 0 portables.

HUD – Our forms have been submitted online.

Rural Development – Nothing new

Maintenance – Pretty good report.

Evictions – None

Resident Council Report – Com. Vaughn stays that there is little to report, wants to thank Diane and Chad for shoveling and salting. Would like the parking areas extended where the grass is. Diane states that we are looking into that to use some of our Capital Fund.

Discussion and possible board training – tabled at this time.

Update on Operating Reserve Litigation – nothing new.

Discussion and possible approval of Updated Procurement Policy – There was discussion and it was decided to keep the threshold for board approval at \$5000, keep it as is.

Vice-Chair. Boshculte makes a motion to adjourn 2nd by Com. Curtis, meeting adjourned at 4:58 p.m.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
ViceChairperson