

WCHA Regular Meeting Agenda

11/13/2023

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 October 16, 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 September 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 PHA Operating Budget (Resolution 2023-15)
 - Discussion and possible approval of Rosebud, Prairieton, Prairie Haven 2024 Budgets (Resolution 2023-16)
 - Discussion and possible approval of Write Off Bad Debt(s) (Resolution 2023-17)
 -
- ❖ Adjournment

The **next scheduled Regular meeting** will be held in the community room of the WCHA office at 410 E. Eureka Avenue, Eureka on December 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 **November 13, 2023.**

Chairperson Prather called the meeting to order at 3:35 p.m.

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

Com. Brewer made a motion to approve Regular Meeting minutes from October 16, 2023, 2nd by Com. Siscoe, motion carried.

Recognition of Guests/Audience Participation: No one

Finance committee – nothing new

Personnel committee – Evaluation of E.D. has been done

Visionary committee – nothing new

Director's Report

Financial Reports & Review For September 30, 2023 we were under budget by \$2749.97 Public Housing, CFP grants are reviewed, under for Admin. Fees by \$9016.90 and under for HAP by \$3674, Prairie Haven was under \$5042.13, Washburn was under \$163.05, for Prairieton under \$949.51, for Management under \$509.41. For August 31, 2023 we were over budget by \$6528.59 Public Housing, CFP grants are reviewed, over for Admin. Fees by \$1089.25 and over for HAP by \$551, Prairie Haven was under \$5262.61, Washburn was under \$877.64, for Prairieton under \$1852.20, for Management over \$217.16. Vice-Chr. Boschulte makes a motion to approve the financial statements as presented, 2nd by Com. Greenhalgh, motion carried.

Vacancies – As of November 9, 2023, we have 1 at Pleasant Valley.

Section 8 – Diane explains that for October we have 158 in payment and spent \$78,842 and the average payment was \$499, two Hard to House family, 76 elderly/disabled households with 1 portable to Chicago.

HUD – Diane says they are pushing the PB voucher program and we have submitted our annual plan.

Rural Development – We submitted our budgets and are waiting to hear from RD.

Maintenance – Report looks great! We should see the list increase with our annual inspections being done.

Evictions – The one pending paid the balance.

Resident Council Report – nothing

Discussion of HUD Notification – tabled

Discussion of and possible approval of PHA Operating Budget 2024 (Resolution 2023-15) – Tabled at this time

Discussion of and possible approval of Rosebud, Prairieton, Prairie Haven 2024 Budgets (Resolution 2023-16) There is discussion, and Com. Knepp makes a motion to approve Resolution 2023-16 as presented 2nd by Com. Pigman, motion carried. (Brewer, Y; Pigman, Y; Knepp, Y; Boschulte, Y; Greenhalgh, Y; Siscoe, Y)

Discussion of and possible approval of Write-Off of Bad Debt (Resolution 2023-17) – Diane reviews the totals. Com. Greenhalgh makes a motion to approve the Resolution as presented, 2nd by Com. Pigman, motion carried (Boschulte, Y; Pigman, Y; Knepp, Y; Greenhalgh, Y; Siscoe, Y; Brewer, Y).

ViceChr. Boschulte makes a motion to adjourn the meeting at 4:19 p.m. 2nd by Com. Brewer, motion carried.

Respectfully submitted,

Diane Gregoire
Executive Director

Respectfully submitted,

Tammy Prather
Chairperson