

# WCHA Regular Meeting Agenda

11/18/2024

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 October 21, 2024 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 August 31, 2024
  - Vacancies
  - Section 8
  - HUD
  - Rural Development –
  - Maintenance – Work Order Report
  - Evictions
- ❖ Resident Commissioner Report
- ❖ Old Business
- ❖ New Business
  - Discussion and possible approval of Debt Write-off (Resolution 2024-15)
  
- ❖
- ❖ 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 16, 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 **November 18, 2024.**

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 (excused); 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 21, 2024, 2<sup>nd</sup> by ViceChair. Boschulte, motion carried.

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

Finance committee – nothing  
Personnel committee –E.D. Evaluation  
Visionary committee – nothing

**Director’s Report**

**Financial Reports & Review** – For August 31, 2024 Low Rent was over budget by \$5188.92, over for Admin. Fee by \$4127.92 and over for HAP by \$2830.50, Prairie Haven was under by \$1008.12, Washburn was under by \$1305.81, Prairieton was under by \$1207.69, and Management Fund over by \$299.50. Com. Knepp made a motion to approve as presented and reviewed, 2<sup>nd</sup> by Com. Siscoe, motion carried.

**Vacancies** – As of November 15, 2024, we have 1 at South Haven. Very good.

**Section 8** – Diane states that for October there were 157 in payment costing \$85,773 in HAP at an average of \$546 per unit, 1 HTH with 73 Disabled/Elderly Head of Household. There are 7 portables at the total cost of \$14,568 in HAP and \$421 in Admin. Fees.

**HUD** – Diane states that HUD would like us to continue to see more for HCV and all reports are in.

**Rural Development** – We are ok with the rent increase and we are working on budgets.

**Maintenance** – Still one page with annuals so not bad.

**Evictions** – None to lawyer yet

**Resident Commissioner Report** – nothing at this time

**Old Business** – nothing

**New Business**

**Discussion and possible approval of Debt Write-off (Resolution 2024-15)** There is discussion and ViceChair. Boschulte makes a motion to approve as presented, 2<sup>nd</sup> by Com. Greenhalgh, all in favor, motion carried.

ViceChair. Boschulte makes a motion to adjourn the meeting at 4:05 p.m. 2<sup>nd</sup> by Com. Brewer, motion carried.

Respectfully submitted,

Diane Gregoire  
Executive Director

Respectfully submitted,

Tammy Prather  
Chairperson