

# WCHA Regular Meeting Agenda

9/19/2022

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 August 15, 2022 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 July 31, 2022
  - Vacancies
  - Section 8
  - HUD
  - Rural Development –
  - Maintenance – Work Order Report
  - Evictions
- ❖ Resident Council Report
- ❖ Old Business
  - FY2021 Audit –
- ❖ New Business
  - Board Training – Possible dates
  - Eureka Windows Phase 1 (Resolution 2022-09)
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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 October 17, 2022.

## 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 **September 19, 2022.**

Chairperson Prather called the meeting to order at 3:34 p.m.

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

Com. Knepp made a motion to approve Regular Meeting minutes from August 15, 2022, 2<sup>nd</sup> by Com. Greenhalgh, motion carried.

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

Finance committee – nothing

Personnel committee – nothing, ED evaluation needs done

Visionary committee – nothing new

**Director's Report**

**Financial Reports & Review:** As presented and reviewed for July 31, 2022 Low Rent was under by \$3201.36, HCV was under in Admin. Fees \$5227.99 and HAP was under \$517.50, Prairie Haven under budget by \$7300.45, Washburn under by \$2166.37, Prairieton was under by \$1509.52 and Management Fund under by \$596.48. Com. Boschulte made a motion to approve the financials as presented, 2<sup>nd</sup> by Com. Siscoe, motion carried.

**Vacancies** – As of September 14, 2022, we have 0 in Eureka, 0 at South Haven and 1 at Prairie Haven, 0 at Prairieton, and 0 at Washburn.

**Section 8** – Diane explains that for August we have 185 in payment and spent \$80,448 and the average payment was \$435, zero Hard to House families 83 elderly/disabled households with 1 portable.

**HUD** – Today they talked about vacancy but Diane warned them that we might have more coming up. They would like us to lease more

**Rural Development** – Our new specialist is Brenda Shaffer, Muncie, IN.

**Maintenance** – The emergency work orders were completed.

**Evictions** – There is one currently at the attorney.

**Resident Council Report** – Com. Brewer has not had any contact with anyone at this point.

**FY2021 Audit** – The audit has been done and there were not any findings.

**Board Training Possible Dates** – We will plan on November 21, 2022 at 2:30 p.m.

**Eureka Windows Phase 1 (Resolution 2022-09)** – Bids are reviewed and the low bid is decided upon. Com. Siscoe made a motion to approve the Doerr Siding & Windows bid for \$77,650 for 53 windows 2<sup>nd</sup> Com. Knepp, motion carried. (Brewer, y; Greenhalgh, y; Knepp, y; Boschulte, y; Siscoe, y)

Com. Brewer makes a motion to adjourn 2<sup>nd</sup> by Com. Siscoe, adjourned at 4:34 p.m.

Respectfully submitted,

Respectfully submitted,

Diane Gregoire  
Executive Director

Tammy Prather  
Chairperson