

**MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Tuesday, July 15, 2025 at 6:00 P.M.

The regular monthly meeting of the White County Housing Authority Board of Commissioners convened at 6:00 p.m., held at the White County Housing Authority Main Office located at 500 Fourth Street, Crossville, Illinois.

Present: Iann Mick-Chairperson, Melody Nelson-Vice Chairperson, Brent Floyd-Commissioner, Chris Birkla, Commissioner, Pam Deig, Executive Director.

Absent: Commissioner: Austin Rahmoeller, Commissioner

A motion to approve the minutes of the JUNE 2025, regular meeting was made by Commissioner Birkla, seconded by Commissioner Nelson, with all ayes.

A motion to approve the minutes of the JUNE 2025 closed session meeting was made by Commissioner Floyd, seconded by Commissioner Birkla, with all ayes.

Treasurer's Report and Cash Disbursements:

- Executive Director Pam Deig presented the board with financials for May 2025. Ending bank balances in CNB and BANTERRA, and including Banterra CD of \$35,912.87, totaled \$260,362.79. A motion to approve the Treasurers Report & Cash Disbursements was made by Commissioner Nelson, seconded by Commissioner Birkla, with all ayes.
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Public Comments – no public comments

Communications:

- Board Members – none reported
 - Litigations – Executive Director Pam Deig reported no litigations at this time.
 - Director's Report - Executive Director Pam Deig presented the board with the Director's report (report attached).
 - Vacancies – Executive Director Pam Deig provided the board with a daily vacancy control log and stated we are at 96% vacancy at this time with HUD. Pam updated the board on the current vacancies and updated (2) units have been leased as of today, and another (1) is scheduled on 7/17/2025. Deig stated that office has continued to run with Wendy Stone being absent and Amber Sauls is doing a great job learning the position.
 - Capital Funds - Executive Director Pam Deig provided the board a copy of the Capital Funds balance of \$517,374.00, that includes 2023 and 2024.
 - Operating Funds – Executive Director Pam Deig reported HUD added \$60,023.00 to the 2025 balance and the 2025 Operating Funds balance is at \$70,000.00.
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Old Business – no old business

New Business

- 2025-2026 Fiscal Year End Budget

Executive Director Pam Deig updated she is currently still working on the DRAFT with Hawkins Ash CPAs and should have it finalized for the August meeting.

- Hawkins Ash CPAs 2026 contract

Executive Director Pam Deig presented the new 2026 contract to the Commissioners and stated she did not see the need to bid out for a new Fee Accountant, as they are doing a great job.

A motion to made by Commissioner Birkla, to approve the 2026 Hawkins Ash CPAs contract to provide Fee Accounting services to the White County Housing Authority, seconded by Commissioner Nelson, with all ayes.

- Admission and Continued Occupancy Policy (ACOP) updates for 60-Day Review.

Executive Director Pam Deig informed the board the ACOP would need to be available for review for 60 Days before adopting. The ACOP is readily available at all times in the office located at 500 Fourth Street, Crossville, Illinois, to tenants and the public. The ACOP can be adopted at the September 2025 meeting.

Motion to adjourn was made by Commissioner Floyd, seconded by Commissioner Birkla at 6:25 p.m., with all ayes.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____