

**MINUTES OF THE MONTHLY MEETING OF THE
WHITE COUNTY HOUSING AUTHORITY
BOARD OF COMMISSIONERS
HELD AT 6:00 P.M., TUESDAY FEBRUARY 27, 2024**

The regular monthly meeting of the White County Housing Authority Board of Commissioners convened at 6:00 P.M., at White County Housing Authority Community Center, Crossville, IL.

Those present for the meeting were: Chris Birkla, Chairperson, Iann Mick, Melody Nelson, Commissioners, and Pam Deig, Executive Director. *Absent: Andi Ford, Vice Chairperson, Brent Floyd, Commissioner and Wendy Stone, Occupancy Clerk.

A motion to approve the minutes of the January 23, 2024, meeting was made by Commissioner Mick, seconded by Commissioner Nelson. Motion was approved unanimously.

A motion to approve the Treasurers Report & Cash Disbursements presented, made by Commissioner Mick, seconded by Commissioner Nelson, and motion approved unanimously.

Chairperson Chris Birkla updated the board on Litigations – Executive Director Pam Deig updated the board that she has been in contact with the Attorney, Joseph Ghibaudy, regarding a tenant evicted on 12/27/2023 and should have been out on January 28, 2024. Attorney Ghibaudy has prepared legal documents and will attempt to serve the tenant, if she can be found.

Executive Director, Pam Deig, presented the board with the Director's report.

Executive Director, Pam Deig, updated the board on the current vacancies. Due to the large amount of vacancies Pam explained that she will be working closely with staff to flip the vacant units efficiently and housed immediately.

Executive Director, Pam Deig, updated the board on the Capital Funds/Operating Funds update.

Executive Director, Pam Deig, handed out Economic Statements to Commissioners to be completed and return to her, or directly to the White County Clerks Office.

Executive Director, Pam Deig, updated the board that she had spoken with RICOH and we can end our lease at any time. Chairperson Birkla and Executive Director Deig both agreed to end the lease and purchase a copier/printer. Discussions continued about options for large print jobs and ways to save money. Additional information is still be gathered and business was tabled for next month's meeting.

Executive Director, Pam Deig, updated the board on the FYE 2023 completed audit finding of Budget Overruns in the amount of \$104,355. The housing is allowed to be over budget by 35% and we were over the allowed amount. Pam informed the board she was contacted by HUD and presented an explanation for each overrun with assistance from the Fee Accountants at Hawkins/Ash CPAs, and returned on February 21, 2024. Pam explained to the board that moving forward she will be working a lot closer with the Fee Accountant and her PHA HUD Team on budgeting. This will affect the housing financial scoring, but is not a large finding.

Executive Director, Pam Deig, informed the board that Wendy's computer (server) crashed on January 29, 2024. At this time, we found that we were not connected to the cloud with Lindsey/MRI (software company) and information had to be found and retrieved by our IT Consultant, Mark Todd. I have bought new computers/monitors and in the process of purchasing the new backup system for Mark to return and install. Once the backup system is in place our office will have a 3-step backup system to secure our information. Pam updated that she purchased additional office furniture for Wendy's office that has assisted her greatly with organization.

1268 (02-288)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve HOTMA training and travel to Springfield on March 19th thru 21st, for Pam Deig, Executive Director and Wendy Stone, Occupancy Clerk. Motion was made by Commissioner Nelson, seconded by Commissioner Mick. Motion was approved unanimously.

1269 (02-289)

NOW THEREFORE BE IT RESOLVED by the board of Commissioners of White County Housing Authority to approve IAHA training and travel to Peoria on April 3rd thru 5th, for Pam Deig, Executive Director and Wendy Stone, Occupancy Clerk. Motion was made by Commissioner Mick, seconded by Commissioner Nelson. Motion was approved unanimously.

Motion to adjourn was made Commissioner Nelson, seconded by Commissioner Mick at 6:47 P.M. Motion was approved unanimously.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____

ATTEST: _____