

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

Tuesday, September 16, 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 Community Center located at 217 N Main Street, Grayville, IL 62844.

Present: Iann Mick-Chairperson, Melody Nelson-Vice Chairperson; Commissioners Brent Floyd and Austin Rahmoeller; Pam Deig, Executive Director.

Absent: Commissioner: Chris Birkla

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

Treasurer's Report and Cash Disbursements:

- Executive Director Pam Deig presented the board with financials for August 2025. Ending bank balances in CNB and BANTERRA, including Banterra CD of \$35,912.87, totaled \$273,771.96. A motion to approve the Treasurers Report & Cash Disbursements was made by Commissioner Floyd, seconded by Commissioner Nelson, with all ayes.

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). A motion to approve the Directors Report made by Commissioner Nelson, seconded by Commissioner Floyd, with all ayes.
- Vacancies – Executive Director Pam Deig provided the board with a daily vacancy control log and stated we are at 95% vacancy at this time with HUD. Deig provided information on recent 8 evictions and stated she had (4) she collected on, (2) that wanted to do repayment agreements and (2) that could not be reached.
- Capital Funds - Executive Director Pam Deig provided the board a copy of the Capital Funds balance of \$803,592.00, that includes 2023, 2024 and 2025.
- 2025 Operating Funds – Executive Director Pam Deig provided the board with a copy of the Operating Funds balance of \$87,955.00.

Old Business

- Admission and Continued Occupancy Policy (ACOP) updates for 60-Day review.
 - Executive Director Deig stated the ACOP has been available for viewing for 60 days and ready to be adopted by the Board of Commissioners.

1305 (02-325)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority to adopt the Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program Revision Date: November 1, 2024. Motion was made by Commissioner Rahmoeller, seconded by Commissioner Floyd, with all ayes.

- Key Quotes
 - Executive Director Deig presented quotes for new keys and cylinders for all sites, community centers, laundry facilities and maintenance shops. Quotes were received from MACH 1

Locksmithing (\$19,463.76), Carmi, Illinois and Lensing building Specialists (\$16,485.12), Evansville, Indiana. The quotes were reviewed and the board agreed to accept the bid from Mach 1 Locksmithing after removing the cost of Coded Lever Locksets for Laundry and Community Rooms (\$5,800.00), and having those requoted for cylinders and keys. The board agreed to allow Executive Director Deig to purchase keys and cylinders for sites according to budget and need.

1306 (02-326)

NOW THEREFORE BE IT RESOLV ED by the Board of Commissioners of White County Housing Authority to accept MACH 1 Locksmithing estimate for new keys and cylinders with the removal of the Coded Level Locksets costs for laundry and Community as quoted, and requoted for keys and cylinders. Executive Director Deig has the authority to purchase keys and cylinders according to budget and need. Motion was made by Commissioner Floyd, seconded by Commissioner Rahmoeller, with all ayes.

New Business

- Remove previous Board of Commissioners Chairperson Chris Birkla from Citizens National Bank and Banterra signature cards and add the current Board Chairperson, Iann Mick.

1307 (02-327)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority to remove Chris Birkla, from Citizens National Bank and Banterra signature cards and add, Iann Mick. Motion made by Commissioner Nelson, seconded by Commissioner Floyd, with all ayes.

- FYE 2025 Revised Operational Budget
 - Executive Director Deig presented the revised budget for FYE 2025 prepared by Hawkins Ash CPAs. The budget revisions were made to areas were highlighted for the board review and the overall budget was over by 1%. The revisions will be sent to Barrale Renshaw CPAs for the FYE 2025 audit.

1308 (02-328)

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of White County Housing Authority approved the FYE 2025 Revised Budget prepared by Hawkins Ash CPAs. Motion made by Commissioner Rahmoeller, seconded by Commissioner Nelson, with all ayes.

Motion to adjourn was made by Commissioner Nelson, seconded by Commissioner Floyd at 6:58 p.m., with all ayes.

WHITE COUNTY HOUSING AUTHORITY

BY: _____

TITLE: _____