

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
September 30, 2016

The September 30, 2016 Board of Commissioners meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2nd floor Conference Room, 811 West John Street, Yorkville, IL.

In Attendance: KHA Commissioners Tom Grant, Robyn Ingemunson, and Chairman Matthew Prochaska. Also present were Executive Director Kenneth Coles, Finance Director Barbara Chen, and Sr. Administrative Assistant Susan Martin.

1. **CALL TO ORDER**

The meeting was called to order by Chairman Prochaska at 8:00 am.

2. **ROLL CALL AND CERTIFICATION OF QUORUM**

A roll call showed that 3 members were present, a quorum.

3. **ELECTION OF BOARD VICE CHAIRMAN**

Commissioner Ingemunson was voted KHA Vice-Chairman by an unanimous vote, motioned by Commissioner Grant.

4. **PUBLIC COMMENT**

There was no Public Comment made at this meeting.

5. **APPROVAL OF BOARD MINUTES**

Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve the minutes of May 20, 2016. The motion carried by unanimous vote.

6. **FINANCIAL REPORT**

Finance Director Chen presented the Financial Report which included income statements and balance sheets with nothing out of the ordinary to note. She reported that the government grant was a one-time payment for the IHP program.

7. **NEW BUSINESS**

- Resolution 2016-12 Approval of KHA Annual Plan. Commissioner Grant made a motion, seconded by Commissioner Ingemunson. The motion carried by unanimous vote.
- Resolution 2016-13 Approval of Revisions to Administrative Plan (Chapter 4). Executive Director Coles explained how this resolution would afford the KHA the opportunity to have choices in regard to the wait list, such as the date/time application. Commissioner Grant made a motion, seconded by Commissioner Ingemunson. The motion carried by unanimous vote.
- Resolution 2016-14 Acceptance of KHA Payment Standards. Executive Director Coles clarified HUD's fair market rents and how housing agencies calculate for maximum benefit to their participants. Commissioner Ingemunson made a motion, seconded by Commissioner Grant. The motion carried by unanimous vote.

8. EXECUTIVE DIRECTOR'S REPORT

Executive Director Kenneth Coles discussed approaching the Board for approval to spend down the administrative fee to subsidize more KHA families. He covered HUD's request to absorb Joliet Housing Authority's ports and the inability to accommodate due to the fact that 30 families were recently called off the wait list.

9. EXECUTIVE SESSION

There was no Executive Session.

10. ADJOURNMENT Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:35 a.m.

Respectfully Submitted,
Susan Martin
Sr. Administrative Assistant/Recording Secretary