

**MINUTES**  
KENDALL HOUSING AUTHORITY  
**BOARD OF COMMISSIONERS**  
May 19, 2017

The May 19, 2017 Board of Commissioners meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2<sup>nd</sup> floor Conference Room, 811 West John Street, Yorkville, IL.

In Attendance: KHA Commissioners Tom Grant, Erik Gauss, Vice-Chairman Robyn Ingemunson, Jeremy Swanson, and Chairman Matthew Prochaska. Also present were Executive Director Kenneth Coles, Finance Director Barbara Chen, and Sr. Administrative Assistant Ms. 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 a quorum was present.

3. **PUBLIC COMMENT**

There was no Public Comment made at this meeting.

4. **APPROVAL OF BOARD MINUTES**

Commissioner Grant made a motion, seconded by Vice-Chairman Ingemunson, to approve the minutes of February 24, 2017. The motion carried by unanimous vote.

5. **FINANCIAL REPORT**

Finance Director Chen presented the Financial Report which included the balance sheet, income statements and check registry. She reported on these developments: KHA has a surplus. A large repayment agreement was collected from a client. Congress passed a 97.5% appropriation rate for HAP funding.

6. **NEW BUSINESS**

- Resolution 2017-02 Approval of KHA VAWA Emergency Transfer Plan. This plan is a requirement for all housing authorities. Commissioner Grant made a motion, seconded by Vice-Chairman Ingemunson, to approve Resolution 2017-02. The motion carried unanimously.
- Resolution 2017-03 Approval of Lease with Kendall County Health Dept. Annual lease renewal for the office. Vice-Chairman Ingemunson made a motion, seconded by Commissioner Swanson, to approve Resolution 2017-03. The motion carried unanimously.
- Resolution 2017-04 Approval of Intergovernmental Agreement with DHA Management, Inc. Commissioner Grant made a motion to postpone the resolution, it was seconded by Commissioner Swanson and passed unanimously.

7. **EXECUTIVE DIRECTOR'S REPORT**

5 applicants pulled off the wait list with the possibility of more being pulled through the end of the year. Possibility of VASH vouchers for KHA. KHA website revisions are forthcoming.

8. **EXECUTIVE SESSION**

There was no Executive Session.

9. FUTURE DISCUSSION/ACTION ITEMS

KHA revised Admin Plan.

10. ADJOURNMENT

Commissioner Swanson made a motion, seconded by Vice-Chairman Ingemunson, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:44 a.m.

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