

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
February 23, 2018

The February 23, 2018 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 Erik Gauss, Tom Grant, and Chairman Matthew Prochaska. Also present were 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. **ELECTION OF OFFICERS**

Commissioner Gauss made a motion, seconded by Commissioner Grant to vote on the current slate of officers and the motion carried by unanimous vote. Chairman Prochaska, Vice-Chairman Ingemunson, and Secretary/Treasurer Tom Grant continue as officers for 2018.

5. **APPROVAL OF BOARD MINUTES**

Commissioner Gauss made a motion, seconded by Chairman Prochaska, to approve the minutes of November 17, 2017. The motion carried by unanimous vote.

6. **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 accumulated equity in reserves. While the net for FY2017 had a deficit, the transfer from the admin fee reserves will cover it. KHA is strong in cash flow and continues to be successful in fraud recovery payments.

7. **NEW BUSINESS**

- Resolution 2018-01 Approval of SEMAP. KHA retains its status as a high performer again this year at 96%. Commissioner Grant made a motion, seconded by Commissioner Gauss, to approve Resolution 2018-01. The motion carried unanimously.
- Resolution 2018-02 Approval of Small Area Fair Market Rent. This is a court ordered mandate to HUD issuing housing authorities in specific metropolitan areas to institute the SAFMR. By April 1, 2018 KHA must install these standards thereby converting our payment standards by zip code. Commissioner Grant made a motion, seconded by Commissioner Gauss, to approve Resolution 2018-02. The motion carried unanimously.

8. **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Coles was not present. Finance Director Chen addressed the KHA Wait List opening March 1, 2018 for 300 applicants.

9. EXECUTIVE SESSION

There was no Executive Session.

10. FUTURE DISCUSSION/ACTION ITEMS

No discussion.

11. ADJOURNMENT

Commissioner Grant made a motion, seconded by Commissioner Gauss, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:43 a.m.

Respectfully Submitted,

Susan Martin

Sr. Administrative Assistant/Recording Secretary