

**BOONE COUNTY HOUSING AUTHORITY
FEBRUARY 17, 2017, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Allen Sisson called the meeting to order at 9:00 a.m. on February 17, 2017 at the Boone County Housing Authority (BCHA) offices, at 2036 North State Street, Belvidere, Illinois. It was noted that the following Board members were in attendance:

Present:	Chairman Allen Sisson Vice-Chairman Robert Johns Commissioner Ray Morse Commissioner Stacy Mickelson Commissioner Ron Wait Commissioner Jerrica Cole
Absent:	

Also present: Staff members Alan Zais, Vickie Huwe.

Guests

None.

Changes to the Agenda

None.

Public Comment

None.

Executive Director Report

Alan Zais noted that a written copy of his report accompanied the board packet. Alan shared that HUD had again designated BCHA as a High Performer agency.

Ron Wait moved to compliment staff for the Section Eight Management Assessment Program (SEMAP) High Performer score and designation for the housing authority. The motion was seconded by Ray Morse and approved by all commissioners present.

The board asked what effect on housing programs may be anticipated with the new administration. Alan said that everything remains supposition, and that he had a meeting set with Senator Duckworth's aide and continues to keep Senator Durbin, Congresswoman Bustos and Congressman Kinzinger's offices aware of housing legislation and how it effect their districts and the state. Alan said all of the Congressmen and Senators have been supportive of BCHA and its programs. Alan said that serving Veterans and senior citizens is a common ground for all legislators.

Resolution No. 17 R 03 Approving Minutes of the February 17, 2016 Meeting

Ron Wait moved to approve Resolution No. 17 R 01. The motion was seconded by Ray Morse and approved by all commissioners present.

Financial Report

Vickie said that there were three large invoices that affected cash flow, which were the audit, brochure, and insurance expense. She said that everything was paid by moving \$3,000 from the Money Market and which would be returned when the cash flow stabilized. Allen asked the cost of the auditor and at what point BCHA would have to change auditors. Vickie said the cost was \$5,500 and there was a five year contract before the next required bidding. Ron asked if the \$29,000 Money Market balance was before or after the transfer, and Vickie said it was after and that the Money Market was the result of the administrative fees earned for Sheffield and Jackson. Allen commented on the Wilmington Housing Authority story in Alan's report, and Alan shared the harm done by dysfunctional boards. Alan commented on the situation in Freeport and the process for mixed finance structures.

Ray Morse moved to approve the financial report. The motion was seconded by Ron Wait and approved by all commissioners present.

New Business

None.

Old Business

Alan said that the office sharing with Lutheran Social Services of Illinois (LSSI) was originally in place for the mutually beneficial service of LSSI supplying bilingual service and keeping the offices open for BCHA, and BCHA assisted LSSI to keep their program in Boone County by providing a free office space. Alan said that situation no longer existed, as the Winnebago County Housing Authority provided a bilingual staff member and families seeking program information were confused by the arrangement. Alan said the sub agreement for LSSI had come due January 1,2017 for renewal and Alan recommended that BCHA not renew the sub agreement and reach out to the Chamber of Commerce to assist LSSI in finding a new office.

Ray Morse moved to not renew the sub agreement lease with LSSI and provide LSSI with a sixty day notice. The motion was seconded by Stacy Mickelson and approved by all commissioners present.

Ron asked about LSSI's staffing, and Vickie said that they rarely had anyone in the office anymore.

Commissioner Comments

None.

Executive Session

None.

Action Take from Executive Session

None.

Adjournment

Robert Johns moved to hold the next meeting at 9:00 a.m. on March 17, 2017 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:38 a.m. The motion was seconded by Ron Wait and approved by all commissioners present.

Respectfully submitted,

Recording Secretary

Commissioner _____ moved to approve these minutes, seconded by Commissioner _____

The foregoing minutes were approved by the Boone County Housing Authority on this 17th day of March, 2017.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Stacy Mickelson _____

Commissioner Jerrica Cole _____