

**BOONE COUNTY HOUSING AUTHORITY
OCTOBER 15, 2021, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Chairman Allen Sisson called the meeting to order at 9:00 a.m.

Following the call to order, roll call was taken.

The following Board members were present:

Present:	Chairman Allen Sisson Vice Chairman Robert Johns Commissioner Jen Jacky Commissioner Ron Wait Commissioner Elsie Brown
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Absent:	Commissioner Julaine Drake Commissioner Ray Morse
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Also present: Staff members Alan Zais, Vickie Huwe, Andy Vasquez and Deb Alfredson attended telephonically.

Introduction of Guests

None.

Changes to the Agenda

Allen Sisson explained the proposed change to the agenda to allow for New Business and indicated that it is being proposed that Item XI on the Agenda -- that addresses the "Temporary suspension of by-law provisions pursuant to Executive Order 2020-07 signed by Gov. Pritzker on March 16, 2020" -- be moved with the Board's consent so that it may be reviewed first and before other actions are taken. Jen Jacky approved to move the agenda item. The motion was seconded by Elsie Brown and approved by all Commissioners present.

Alan stated that pursuant to the Executive Order, various provisions of the Open Meetings Act, including those that require that members of the public body be physically present at such meetings and those limiting remote participation by members of the public body, had been suspended. In keeping with the Executive Order, Alan noted that the provisions of the Boone County Housing Authority's (BCHA) by-laws which require, among other things, the physical presence of Board members for a quorum, that the meeting be held at the regular meeting place of the BCHA at 2036 North State Street, etc. be suspended in keeping with the provisions of the Executive Order. A motion to suspend those by-law provisions was made by Jen Jacky and the motion was seconded by Elsie Brown. The motion was approved by all the Commissioners present.

Public Comment

None.

Public Hearing of the Civil Rights Certification

Ron Wait moved to open the public hearing at 9:04 am. The motion was seconded by Elsie Brown and approved by all commissioners present.

Alan Zais said that the housing authority is required to submit an annual Civil Rights Certification that must be made available for public hearing and comment. Alan said that the HUD waivers waived this requirement for 2021, but that the HUD Portfolio Manager for BCHA had requested it be done. Alan said it was a simple document to prepare and so he provided it for approval to the board at the 08/19/21 regular board meeting to meet the HUD submission request. The Public Hearing was set for the regular 09/17/21 board meeting so that the notice could be published for 45 calendar days for the public. Alan said that the housing authority had not received any comments and that no one from the public was in attendance.

Ron Wait moved to close the public hearing at 9:05 am. The motion was seconded by Jen Jacky and approved by all commissioners present.

Executive Director Report

Alan Zais noted that he had provided a written report to the board and that he had nothing further to add and unless there were questions from the board.

Resolution No. 21 R 18, "Resolution Approving the Minutes of the September 17, 2021 Regular Meeting of the Board of Commissioners"

Elsie Brown moved to approve Resolution No. 21 R 18. The motion was seconded by Jen Jacky and approved by all commissioners present.

Financial Report

Vickie said that the 09/2021 financials were in the board packet. She said that the housing authority was not yet out of the negative of administrative fee by the end of the fiscal year, but it would be in about two to three months. Allen asked how much would it be each month, and Vickie said only around \$1,100, that only about \$3,000 to \$4,000 was left and it was very close to having been complete for the fiscal year.

Elsie Brown moved to accept the financial report. The motion was seconded by Ron Wait and approved by all commissioners present.

Old Business

None.

New Business

None.

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 November 19, 2021 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:11 a.m. The motion was seconded by Jen Jacky 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 19th day of November, 2021.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Julaine Drake _____

Commissioner Elsie Brown _____

Commissioner Jen Jacky _____