

**BOONE COUNTY HOUSING AUTHORITY
DECEMBER 17, 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 Commissioner Jen Jacky Commissioner Elsie Brown Commissioner Julaine Drake
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Absent:	Commissioner Ray Morse Commissioner Ron Wait Vice Chairman Robert Johns (who had attempted to attend telephonically—with connection error on the housing authority end)
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Also present: Staff members Alan Zais, Vickie Huwe, Deb Alfredson and Kristin Andrews.

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

Alan said this was an oversight in carrying over the word format of the agenda, and that there was no need for a public hearing.

Executive Director Report

Alan Zais noted that he had provided a written report to the board. Alan said that Elsie Brown had relocated her voucher to Winnebago County, and the resident commissioner position was open for the Winnebago County Housing Authority (WCHA) board, so Elsie had accepted a request to be nominated for the WCHA board and the request had been approved by Allen and Robert. A WCHA board appointment would probably take place in January with the 12/17/21 meeting being the final one for Elsie to attend. Everyone thanked Elsie for her care, commitment and work to the Boone County Housing Authority.

Resolution No. 21 R 20, "Resolution Approving the Minutes of the November 19, 2021 Regular Meeting of the Board of Commissioners"

Julaine Drake moved to approve Resolution No. 21 R 20. The motion was seconded by Elsie Brown and approved by all commissioners present.

Financial Report

Vickie said that her written financial report was part of the board packet. Vickie said that the agency expended \$2,000 for the HUD required annual utility allowance study, so she had paid WCHA only one month of the accrued fee. Vickie had talked to the auditor about scheduling the report to the board sometime after the beginning of the 2022 year.

Elsie Brown moved to accept the financial report. The motion was seconded by Jen Jacky 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

Julaine Drake moved to hold the next meeting at 9:00 a.m. on January 21, 2022 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:15 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 21st day of January, 2022.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Julaine Drake _____

Commissioner Jen Jacky _____