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**EAST PEORIA HOUSING AUTHORITY
BOARD MEETING MINUTES
Monday February 12, 2024**

1. *Call to Order* - The meeting was called to order at 4:17 pm by Karen McClelland.

2. *Roll Call* -

<u>Members Present</u> Karen McClelland Steve Flinn David Riber	<u>Members Absent</u> Steve Freeze Tami Meischner
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3. *Approval of Minutes* - A motion was made by D Riber to approve the December 2023 minutes as presented with a second from K. McClelland. The vote was unanimous to pass the motion.

4. *Program Update* -
 - A. **Approval of the Bills:** A motion was made by S Flinn with a second by D. Riber to approve payment of the November and January and February 2024 bills as presented. The motion passed unanimously.
 - B. **Financial Update:** The financial spreadsheets, updated Voucher Management System input sheets and Budget were distributed to the members for review and discussion of utilization.
 - C. **Project Status:** The Director presented the project status to the Board for review followed by discussion regarding lease ups. The Director informed the Board that leasing is currently at 83%, utilization of HAP funds is at 100%. The Director informed the Board that a Waitlist Draw was completed in October with 24/30 responding and that the next waitlist draw will be complete February 22, 2024.

5. *Old Business* -
 - A. **Nelrod Annual Conference April 9-12, 2024:** The Director updated the Board on costs of the upcoming training and the airfare is the last item that needs to be booked.

6. *New Business* -
 - A. **Resolution 2.12.24A Disposal of Outstanding Checks Dated Jan.-Dec 2022.:** The Director presented Resolution 2.12.24A to the Board and requested authorization to dispose of outstanding checks dated Jan-Dec 2022. A motion was made by S. Flinn to approve the Resolution. A second was made by D. Riber and the motion passed unanimously.

7. *Adjournment* S. Flinn made the motion to adjourn the meeting and D. Riber seconded the motion. The meeting adjourned at 5:22pm with all voting yes.

Respectfully submitted-LaToya Brown- Executive Director

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