



## BOARD OF DIRECTORS MEETING

### WORKING SESSION

1449 Jericho Circle; Aurora, IL 60506 – AHA Board Room  
February 26, 2018 at 4:30 p.m.

**Present:** Joe Grisson, Chairman  
Meloyne Wimbley, Vice Chairman  
Frank Johnson, Commissioner

**Also Present:** Maria Godinez, Interim Executive Director  
Meghan Turley, Occupancy Specialist

The Meeting was called to order at 4:39 p.m.

#### AGENDA ITEMS COVERED

- Roll call
- Public Comments
- Old Business
- New Business
- Adjournment

#### PUBLIC COMMENTS

There were no public comments. 🌱

#### OLD BUSINESS

##### **Customer Service Survey**

Maria Godinez stated that the customer service survey was still in process and had been emailed to all board members for review. Stan Quy would be distributing the survey to the tenants and would help with tracking surveys and answers.

Vice Chairman Meloyne Wimbley wanted to make sure that the Property Managers were involved in the process and that they and the agency would be making sure that tenants turned in the surveys. She suggested a small incentive for tenants to turn in the survey. Maria Godinez was not opposed to the idea, but reminded everyone that the agency would need to be careful if they were to offer rewards to the survey so that they present it accurately, and the agency would need to find the money to offer those gifts. They could discuss that topic at a later date.

Maria Godinez suggested mailing out the surveys and then announcing the posting on the social media sites so tenants would be aware of the incoming survey. The Vice Chairman then wanted to know if the survey would be available online, and Maria Godinez offered to look into that



possibility with Stan Quy. Commissioner Frank Johnson also noted that any response from the tenants can only help them, so that should also be an incentive to return the survey. 🌱

## **NEW BUSINESS**

### **Cameras & Key FOBs**

Chairman Grisson announced that he had been looking into grants for the agency in order to install these necessities at the sites. Specifically, he had spoken to several alderman, and some of them had pledged money in order to get these things done. The Chairman said that the aldermen were aware of the security concerns at some of the sites and were willing to help out to solve the issue.

Vice Chairman Wimbley asked if the sites had cameras already, and if they were working. Maria Godinez answered that some sites did have cameras and most of them were working. However, the cameras did not cover everything, and some of the cameras and systems are outdated and are in need of replacing. Also, some of the cameras are dummy cameras and some of the tenants have discovered that information.

Maria Godinez expressed the need for key FOBs and cameras at Centennial House especially. There are many doors to Centennial House so the expense of having that system put in the building would be enormous, but it would also greatly cut down on the security concerns at the property. Maria Godinez stated that The AHA had put in for grants to get those security updates, and if the grants do come through, then The AHA would start looking at implementation.

### **Neighborhood Meetings**

Chairman Grisson brought up a conversation he had with someone involved in neighborhood meetings. This person had suggested someone from the housing authority, either a tenant or employee, attend those neighborhood meetings for their respective sites. It seemed like it would go a long way with the rest of the community, as well as get The AHA involved and bolster their reputation in the community.

### **Procurement Policy Change Proposal**

The Board plans to discuss the Procurement Policy at this meeting but would not take action on any changes until the next Regular Meeting. Chairman Grisson let the Board know that the current procurement policy lets the Executive Director hire someone without Board approval and has a spending cap of \$100,000 for the Executive Director before the expenditure needs to be approved by the Board. The Board is looking to lower that cap to around \$20,000-\$30,000. The Board would still like to be in the know regarding larger purchases, even if they do not need to approve them. The Board landed on a tentative spending cap of \$30,000 for the Executive Director before that person would require Board approval.

### **Public Relations Consultant**

Chairman Grisson expressed the need for a Public Relations Consultant for the agency, especially due to recent newspaper stories and the number of times the agency and the Chairman had been in the news in the past few months. The Chairman had received a written up draft position



description from someone with experience with the media for the Board to consider. The position may still require an RFP. The Board went on to further discuss the possibility, including job requirements and potential salaries or wages.

### **OIG Visit**

Maria Godinez announced that she had received a phone call from the Office of the Inspector General that said that they would be coming onsite that coming Monday, February 26, to discuss audit findings and the topics in the newspaper articles. They did not give any more information than that, and Maria Godinez and the Chairman do not know if they are coming solely to do their due diligence, or if further, more severe actions will be taken.

The conversation segued into the topics in the newspaper articles that the OIG may bring up during their visit, which included the fireplace in the Executive Director's office and the agency's back patio. Chairman Grisson gave new members of the Board background on the latter two items. The fireplace itself had been present since the 1970s and was a part of the original residences that had been where the office building is now. The cost would have been greater to take out the fireplace rather than rehab it, so the agency decided to rehab it. The patio, another common topic, had been composed of mostly donated materials and not nearly as expensive as it would have been had the agency paid for the entire patio. The Chairman was eager to get these facts out to the public since during previous conversations they had not been made available. 🌱

### **EXECUTIVE SESSION**

The Board did not enter Executive Session. 🌱

### **ADJOURNMENT**

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to adjourn the Working Session. Three ayes, zero nays.

Regular Meeting adjourned at 5:27 PM. 🌱