



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia MO 65203

Office: (573) 443-2556 ♦ Fax: (573) 443-0051 ♦ TTY: (800) 735-2966 ♦ www.ColumbiaHA.com

CHALIS Board of Directors Meeting Agenda

Date: Wednesday, August 23, 2023

Time: 5:30 p.m. *

* The meeting will begin immediately following the adjournment of the meeting of the Columbia Housing Authority Board of Commissioners which begins at 5:30 p.m.

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval April 12, 2023, Meeting Minutes
- V. **Resolution 134:** To Review and Approve the IRS 990 Form Submission for FY 2023.
- VI. Commissioner Comment
- VII. Adjournment

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. Michelle Betz, Executive Assistant at (573) 443-2556, extension 1122, at least one working day prior to the meeting.
(Email: www.info@columbiaha.com)

Media Contact: Randy Cole, CEO
Phone: (573) 443-2556
E-mail: info@columbiaha.com

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.



Housing Authority of the City of Columbia, Missouri

CHALIS – CHA Low-Income Services, Inc.

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CHA Low-Income Services, Inc. Board of Directors Meeting

April 12, 2023, Open Meeting Minutes

I. Call to Order:

- II. The Board of Directors of CHA Low-Income Services, Inc. (CHALIS) met in open session on April 12, 2023, at 7 East Sexton (Kinney Point), Columbia, Missouri 65203. Bob Hutton, Chair, called the meeting to order at 7:31 p.m.

III. Roll Call:

Mr. Cole called the roll:

Present: Bob Hutton, Chair Commissioner
Robin Wenneker, Vice Chair Commissioner
Steve Calloway, Commissioner
Rigel Oliveri Commissioner
Jama Rahn, Commissioner

CHALIS Staff: Randy Cole, CEO
Michelle Betz, Executive Assistant
Tammy Matondo, Director of Affordable Housing Development and Compliance
Justin Anthony, Director of Resident Services
Linda Edwards, Accountant
Mary Harvey, Director of Finance
Debbi Simmons, Accountant
Janice Brooks, Moving Ahead Program, Coordinator

Guests: Matt Fulson, Fulson Housing Group
Nakhi Norwood, Fulson Housing Group

IV. Adoption of Agenda:

Mr. Hutton called for a motion to adopt the agenda as presented. A motion was made by Ms. Oliveri. Second by Mr. Calloway. All Board Members voted “aye” and Mr. Hutton declared the agenda adopted as presented.

V. Approval November 11, 2022, CHA-Low Income Services Open Regular Meeting Minutes:

Mr. Hutton called for a motion to approve the November 11, 2022; regular open meeting minutes as presented. A motion was made by Ms. Oliveri. Second by Ms. Rahn. All Board

Members voted “aye” and Mr. Hutton declared the minutes adopted as presented.

I. Resolution 133: To Approve an Amendment to the FY 2023 Columbia Housing Authority Low-Income Serviced (CHALIS) Budget.

Mr. Cole reviewed the Amendment to the FY2023 CHALIS budget.

Mr. Hutton asked if there were any questions. All board members indicated they approved of Resolution #133. Mr. Hutton called for a motion to approve Resolution #133 as presented. A motion was made by Mr. Calloway. Second made by Ms. Wenneker. Upon a roll call vote of the motion, the following vote was recorded:

Yes: Hutton, Oliveri, Wenneker, Callaway, Rahn

No: None

VI. Commissioner Comment:

There was no commissioner comment.

VII. Adjournment

Mr. Hutton called for a motion to adjourn the meeting. A motion was made by Ms. Hutton. Second by Ms. Rahn. Mr. Hutton declared the meeting adjourned at 7:50 p.m.

Bob Hutton, President

Date

Randy Cole, Executive Director

Date

Certification of Public Notice

I, Randy Cole, Executive Director of CHA Low-Income Services, do hereby certify that on April 10, 2023, I posted public notice of the April 12, 2023, CHA Low-Income Services, Inc. Meeting and distributed copies of the notice and agenda to the Board of Directors and the local media. The meeting notice and agenda was also distributed to the public upon request.

The complete agenda packet was available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

Randy Cole, Executive Director

Date



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Department Source: Finance

To: CHALIS Board of Directors

From: CEO & Staff

CHALIS Board of Directors Meeting Date: August 23, 2023

Re: To Review and Approve the 2022 CHALIS IRS Form 990 Submission

Executive Summary

CHA Low-Income Services, Inc., as a 501(c)3 non-profit corporation, is required to file a Form 990 with the Internal Revenue Service (IRS) on an annual basis. As part of the filing process, the form asks if the Board of Directors has reviewed the Form 990 to be submitted.

Enclosed for your review and approval is the FYE2022 Form 990 for CHA Low-Income Services, Inc.

Discussion

During FYE2022, CHALIS had the following revenues, expenses, total assets, total liabilities, and total net assets or fund balances:

Revenues	\$884,883
Expenses	\$958,817
Revenues less expenses	(\$73,934)
Total Assets	\$826,115
Total Liabilities	\$999,185
Total Net Assets or Fund Balances	(\$173,070)

Suggested Commission Action

Adopt Resolution 134 acknowledging that the Board of Directors has reviewed and approved the IRS Form 990 submission for FYE2022 for CHA Low-Income Services, Inc.



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RESOLUTION #134

To Review and Approve the IRS Form 990 Submission for FYE2022.

WHEREAS, CHA Low-Income Services, Inc., as a 501(c)3 non-profit corporation, is required to file a Form 990 with the Internal Revenue Service (IRS) on an annual basis, and

WHEREAS, As part of the filing process the form asks if the Board of Directors has reviewed the Form 990 to be submitted, and

WHEREAS, During FYE2022 CHA Low-Income Services, Inc. had revenues of \$884,883 and expenses of \$958,817 resulting in revenues less expenses of \$(73,934) and total assets of \$826,115 and total liabilities of \$999,185 resulting in total net assets or fund balances of (\$173,070).

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of CHA Low-Income Services, Inc. hereby adopts Resolution #134 acknowledging that it has reviewed and approved the IRS Form 990 submission for CHA Low-Income Services, Inc. for FYE2022, as attached hereto and made a part hereof.

Bob Hutton, President

Randy Cole, Executive Director

Adopted August 23, 2023