

**IRVINE CAMPUS HOUSING AUTHORITY**  
**Board of Directors' Meeting**  
**October 12, 2016**

BOARD MEMBERS PRESENT: Alan Barbour, Sandra Irani, Greg Jue, Barbara Sarnecka, Christy Teague, Mark Warner

OTHERS PRESENT: Courtney Caldwell, Brad Conley, Lara Grady, Nahid Greger, Andrew Herndon, Jane Laning, Sandrine Scherson, Robyn Stelk, Victor Van Zandt, Elaine Vatakis

CALL TO ORDER: Greg Jue called the meeting to order.

APPROVAL OF MINUTES: The Board approved the minutes of September 14, 2016.

**REPORT ON OPERATIONS**

President Jane Laning updated the Board on several matters:

- The Area 10 Park and Pool area will have the final inspection from the Health Department today. The pool will open this Friday.
- The Annual Fall Fiesta is this Sunday. All Board members are welcome to attend.
- The Alturas permanent loan closed on September 29, 2016.
- Though ICHA does not typically have a December Board meeting, one may be necessary this year to obtain several important Area 11 approvals to keep the project on schedule, so it will be important to have a quorum. However, there will likely be no January 2017 ICHA Board meeting.

**OLD BUSINESS**

- **ICHA Website Update**

Vice President of Planning and Construction Victor Van Zandt presented a draft update to the ICHA website. He noted that the project has several goals: update the style of the site; build the site with CMS so that future changes can be done in-house; add search functions for homes and apartments; design the site with multiple devices and multiple constituencies in mind; and provide multiple ways for users to access information. ICHA expects the new website to go live by next week. Board members provided some suggestions regarding features such as additional topics, nomenclature and use flexibility.

**NEW BUSINESS**

- **2015/2016 Audit**

Vice President of Finance Lara Grady distributed to the Board the annual audit report and noted that the auditors had opined that ICHA's financial statements fairly represented the corporation's financial position in conformity with Generally Accepted Accounting Principles. She also distributed and reviewed with the Board the audited financial statements reflecting ICHA's fiscal year-end assets and liabilities as well as revenues and expenses, which she had annotated to list sources/uses and dollar and percentage variances from the preceding fiscal year. Overall variances included increases in both net assets and net income, stemming largely from 120 Rental Units and Area 11 development, construction and Area 10-2 home sales. She noted the substantial positive growth in ICHA's balance sheet for the 2015/2016 fiscal year.

She also distributed and discussed ICHA's income statement for fiscal year ending June 30, 2016 with annotations and a budget comparison. She responded to Board members' questions and invited them to contact her at any time should more occur to them. The Board expressed admiration for Vice President Grady's diligence.

- **Report from Audit Committee**

Board and Audit Committee member Christy Teague reported on the Audit on behalf of the Committee, which also includes Board members Greg Jue and Yong Chen. She noted that the Committee's chief considerations are whether the accounting figures and key assumptions are reasonable and free of material misstatement and whether internal control deficiencies exist. The Committee, along with President Laning and Vice President Grady, met with three auditors from Haskell & White this month. The auditor team had done considerable due diligence, which included contact with outside vendors. The auditors had one adjustment to the financial statements related to Alturas debt issuance costs, and reported no material weaknesses or significant deficiencies in ICHA's internal controls. The auditors' review was positive, noting that ICHA's financial statements have the extraordinary distinction of perennially showing no variance from Generally Accepted Accounting Principles. The Board applauded the work of Vice President Grady and her accounting team.

- **Resolution to Receive Audit Report and Forward to Chancellor**

After discussion, and upon motion duly made and seconded, the Board unanimously adopted the following resolution:

**RESOLVED:** that the Board receive the 2015-2016 Auditor's Report as presented and that Management is authorized to forward the report to the Chancellor.

**EXECUTIVE SESSION**

The Board went into Executive Session to discuss legal issues.

**ADJOURNMENT**

The meeting adjourned at 4:40 p.m.