UPPER EXPLORERLAND REGIONAL HOUSING AUTHORITY MINUTES

FEBRUARY 13, 2014

PERSONS PRESENT: Joyce Bakewell, Robert Fadness, Steve Roach, Bernard Peterson, Paul Ryan, Sue Weipert, Michele Elsbernd, Mark Schmitt, Vicky Osmundson, Dennis Koenig, Charles Carroll, & Randee Blietz

PER TELEPHONE CONFERENCE: Jason Passmore & Sharron Meyer

STAFF PRESENT: Lori Brockway & Karine Schager

CALL TO ORDER: Chairperson Michele Elsbernd called the meeting to order in UERPC conference room in Postville, IA at 1:00 p.m.

AGENDA APPROVAL: A motion was made by Schmitt / Koenig to approve the Agenda. Motion carried unanimously, with no opposition.

MINUTES APPROVAL: A motion was made by Roach / Peterson to approve the minutes of the December 12, 2013 meeting. Motion carried unanimously, with no opposition.

APPROVAL OF EXECUTIVE BOARD: Robert Fadness-Allamakee, Charles Carroll-Clayton, Steve Roach-Fayette, Jason Passmore-Howard, Michele Elsbernd-Winneshiek (Chair). A motion was made by Schmitt / Ryan to approve the executive board. Motion carried unanimously, with no opposition.

ELECTION OF OFFICERS: Selected Michele Elsbernd, Chair, Jason Passmore, Vice Chair, & Becky Zieman, Secretary. A motion was made by Bakewell to approve election of officers, with a 2nd by Osmundson. Motion carried unanimously, with no opposition.

CONFLICT OF INTEREST FORMS: Lori requested that each member complete a form and offered to address questions regarding the forms. No one had questions.

PROGRAM STATUS REPORT & PROGRAM UPDATES: Board members were given informational packets describing the updates. Lori highlighted the reports for County & City Lease ups. She went on to inform the board members of some of the ports that are being absorbed and TBRA that is being transferred to Section 8. She also went over income, expenses, assets, and liabilities. Mark Schmitt questioned how we are covering the negative balance. Lori explained the reserves are being used to cover the negative amounts. Lori plans to talk to finance about the questions and will email the board with responses.

REVIEW & APPROVAL OF RHA AGENCY PLAN: An agency plan is required annually and a full plan every 5 years outlining a plan of intent by the agency. In December, participants of the HCV program were invited to be part of an advisory board. Five families attended the meeting with Lori to hear the plan for the future. There was discussion about their needs and how they might be helped. A public hearing is scheduled for February 25, at 10:00 for additional feedback. Lori reviewed the Agency Plan, including the mission goals & objectives. She revealed the PHA Plan Update, housing needs, and strategies for addressing these issues. The Civil Rights certification will be signed by Michele Elsbernd to submit with this plan. Schmitt made a motion to approve the agency plan with a 2nd by Ryan. Plan approved with no opposition.

APPROVAL OF CIVIL RIGHTS CERFIFICATION: A motion was made by Ryan / Roach to approve the civil rights certification. Motion carried unanimously, with no opposition.

CONSIDER THE APPROVAL OF DISBURSEMENT FOR PUBLICATION: A motion was made by Bakewell / Carroll to approve disbursements for publication. Motion carried unanimously, with no opposition.

Board member Mary Willett arrived at 1:20 p.m.

SCHEDULE NEXT RHA MEETING: The next RHA meeting is scheduled for Thursday, May 22, 2014 at 1:00 PM.

FLOOR ITEMS: Lori will address issues over the profit and losses expense sheet, raised by Steve Roach, for clarification. She will report to the board members when the minutes are sent. Prior to adjournment Lori introduced new board member, Randee Blietz, to the other board members.

ADJOURNMENT: There being no further business, a motion was made by Fadness / Koenig to adjourn. Motion carried unanimously. The meeting adjourned at 1:27 PM.

The above constitutes my interpretation of the matters discussed and the decisions reached. Please contact the undersigned for errors or omissions.

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Karine Schager, Acting Secretary