RHA Meeting Minutes
December 11, 2014

MEMBERS PRESENT: Joyce Bakewell, Jason Passmore, Robert Fadness, Steve Roach, Michelle Elsbernd, Bernard Peterson, Paul Ryan, Sue Weipert, Gary Bowden, Roy Karlson, Randee Blietz, Rose Schutte, Dennis Koenig and Charles Caroll

STAFF PRESENT: Lori Brockway, Jenna Siebrecht, Rachelle Howe and Mary Huinker

CALL TO ORDER: The Upper Explorerland RHA quarterly meeting was called to order at 1:02 pm by Chair Michelle Elsbernd at UERPC in Postville, IA.

APPROVAL OF AGENDA: A motion was made by Weipert/Peterson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Karlson/Peterson to approve the minutes of the 09/11/2014 meeting. Motion carried unanimously.

AUDIT PRESENTATIONA AND APPROVAL: Brent Waters attended to present and discuss the Upper Explorerland Regional Housing Authority's auditor's report and financial statements as of June 30, 2014. Some highlights include; The Authority's net assets decreased by $33,557 to $33,987 compared to the previous year end net assets of $67,544. Unrestricted net assets increased by $43,360 to $33,987, compared to the previous year end unrestricted net assets of $-9,373. The total revenue for the fiscal year was $1,333,739, an increase of $118,660 (or 9.8%) from last year. The total expenditures for the fiscal year were $1,365,390, an increase of $35,905 (or 2.7%) from last year. The Authority's net loss from operating activities for the fiscal year was $31,768. The change in net assets has improved due to better fraud recovery and administrative fees. A motion was made by Passmore/Ryan to approve the report and financial statements presented by Brent. Motion carried unanimously.

FINANCIAL STATUS REPORT: Lori Brockway gave the Section 8 status report. Following are the numbers of units under contract with the RHA as of December 1, 2014: Allamakee County – 45 families. Fayette County – 174 families. Clayton County – 61 families. Howard County – 34 families. Winneshiek County – 23 families. These numbers include handicap and disabled. We currently have 4 port-outs.

HELPING SERVICES PRESENTATION: Kathleen Davis attended to discuss what Helping Services for Northeast Iowa has to offer. They partner with Cedar Valley Friends of the Family and provide safe homes and confidential support to domestic abuse victims. Materials were handed out to the board members to share and pass along to anyone they felt could use it or make a difference in someone's life. Volunteers are always welcome to educate and help people heal from and prevent domestic abuse.

CONSIDERATION TO ADOPT ELECTRICAL WORK RESOLUTION: Discussion of whether to require that all households needing electrical work be completed by a licensed electrician was brought to the board again and adopt into the administration plan. A motion to drop it was made by Bakewell/Peterson. Motion carried unanimously.

UPDATE ON FRAUD CAES: A second case of fraud dealing with tenants renting from a relative and not reporting it has happened. In this case, we should know the results by Christmas since the inspector general out of Kansas City has become involved. In both cases, the tenants have been terminated from receiving any further rental assistance.

APPROVAL OF DISBURSEMENTS FOR PUBLICATION: A motion was made by Ryan/Peterson to approve the disbursements for publication. Motion carried unanimously.

SCHEDULE NEXT MEETING: The next meeting is scheduled for January 22, 2015 at 1:00 pm.

FLOOR ITEMS: None at this time.

ADJOURNMENT: A motion to adjourn was made by Fadness/Weipert. Motion carried unanimously. The meeting adjourned at 2:25 pm.

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

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Mary Huinker, Secretary