

Northeast Iowa Regional Housing Trust Fund
Meeting Minutes / 20 August 2015 / 1:30pm
Upper Explorerland / Postville

Gus Johnson called the meeting to order at 1:40pm.

Members Present: Adam Weigand, Barb Prochaska, Cindy Simpson, Dan Ollendick, Darla Kelchen, Dean Thompson, Gus Johnson (Chair), Gary Bowden, Jeremy Jostand, Jill Halverson (Vice Chair), Mike Schuster, Spiff Slifka (Secretary), Stacie Cooper, Stephanie Fromm.

Members Absent: Larry Schellhammer, Mark Kubik, Val Reinke.

Staff Present: Sarah Snitker, Mary Huinker.

- I. Dean Thompson made a motion to accept the August 2015 agenda with a second from Darla Kelchen. The motion passed unanimously.
- II. Dan Ollendick made a motion to accept the May 14, 2015 minutes with a second from Darla Kelchen. The motion passed unanimously.
- III. Financial Status Report
 - a. Current Financial Status
 - i. Through July 31, 2015 Mary Huinker reported NEIRHTF liabilities of \$688,922.98 and equity of \$217,907.35 totaling \$906,830.33.
 - b. Loan Payment Updates
 - i. Mary Huinker reviewed the loan payment activity through August 7, 2015. With 63 loans (FY'10 – FY'16), five are in arrears, six loans written off, and seven have paid off or paid ahead. There is a \$192,380.01 loan balance with \$157,371.24 available for relending.
 - c. Gary Bowden made a motion to accept the Financial Status Report with a second from Dan Ollendick. The motion passed unanimously.
- IV. Project Status Report
 - a. Funding Spreadsheet
 - i. 2014-2015 funding cycle through July 10, 2015 shows a total of \$160,705.86 funds available.
 - ii. 2015-2016 funding cycle through July 14, 2015 shows a total of \$269,406.10 available.

- b. Progress Report
 - i. 2014 status through August 10, 2015; 26 projects complete and three approved/pending project, seven additional info needed from 2013-2014 applications, eleven applications on 2014 wait-list, and one on the 2015 wait-list.
 - ii. 2015 status through August 10, 2015; eight complete projects, six approved/pending projects, eight needing additional information and two projects on the wait-list.
- V. Consideration of Changing Income Guidelines
 - a. Stacie Cooper made a motion to change forgivable loan guidelines with a second from Jeremy Jostand for household incomes at 45% for forgivable loans, 55% for 0% loans, and 65% for low interest loans. The motion passed unanimously.
 - b. Darla Kelchen made a motion to change loan/match guidelines to no match for down payment assistance with a second from Cindy Simpson. The motion passed unanimously.
- VI. Approval of reimbursement to UERPC for marketing costs – RFL
 - a. Stacie Cooper made a motion to approve \$726 for UERPC marketing costs with a second from Jeremy Jostand. The motion passed unanimously.
- VII. Approval of HAP
 - a. Sarah Snitker reviewed the revised Housing Assistance Plan with Board. Cindy Simpson made a motion to accept the revisions of the HAP with a second from Barb Prochaska. The motion passed unanimously.
- VIII. Approval of Board Appointments
 - a. The Board will recommend Gus Johnson as Chair, Jill Halverson as Vice Chair, Mary Huinker as Secretary, and Lori Brockway as Treasurer of the NEIRHTF at the Annual Meeting, August 20, 2015, 3:00pm at UERPC in Postville.
- IX. Consideration of non-profit application
 - a. Jill Halverson made a motion to table this application until a professional from the solar industry was procured for the October 21, 2015 meeting with a second from Gary Bowden. The motion passed unanimously.
- X. Discussion of energy efficiency windows
 - a. Information was issued on window specs for climate zones in the United States and on what makes an energy efficient window. The Board now has information to aid them when reviewing applications for window replacements.
- XI. Share Evaluation Letters and 2016 Application and Match
 - a. The Board was given thirteen evaluation letters to read through (voluntarily submitted). All were positive experiences applicants shared with NEIRHTF.
 - b. 2016 Fundraising
 - i. As of August 20, 2015 all funding has been raised for the next funding cycle and application date of October 1, 2015. Sarah reviewed county-by-county match funds and reminded the Board that more funds will be accepted for the next cycle.

XII. Next Meeting

- a. Next meeting is scheduled for **Wednesday, October 21, 2015 at 1:00pm, solar industry information and 1:30pm, regular Board meeting** in Postville.

XIII. Floor Items

- a. Spiff Slifka shared with the Board that Howard County recently paid for their county-wide housing study in part using allotted funds from the NEIRHTF RFL. Many state funded projects now require a current housing study.

XIV. Adjournment

- a. Dan Ollendick made a motion to adjourn with a second from Barb Prochaska. Motion passed unanimously and Gus Johnson adjourned the meeting at 2:58pm.

Respectfully submitted,



Spiff Slifka, NEIRHTF Secretary