

Northeast Iowa Regional Housing Trust Fund

Serving Allamakee, Clayton, Howard and Winneshiek Counties

NEIRHTF Meeting Minutes

August 23, 2018

MEMBERS PRESENT: Gary Bowden, Dean Thompson, Gus Johnson, Laura Hanson, Cynthia Simpson, Dan Ollendick, Spiff Slifka, Jeremy Jostand, Stephanie Fromm, Pat Murray, Janell Bradley, Barb Prochaska, Sandie Graf and Sam Whitehead

MEMBERS ABSENT: Adam Weigand, Darla Kelchen, Kristie Wiltgen, Larry Schellhammer, Michael Schuster, Stacie Cooper and Val Reinke

STAFF PRESENT: Sarah Snitker and Mary Huinker

CALL TO ORDER: The Northeast Iowa Regional Housing Trust Fund meeting was called to order at 1:34 pm by Chair Spiff Slifka at the UERPC office in Postville. Introduction of those present were done at this time.

APPROVAL OF AGENDA: A motion was made by Cindy Simpson/Dean Thompson to approve the agenda. Motion carried unanimously.

APPROVAL OF MINUTES: A motion was made by Gary Bowden/Janell Bradley to approve the minutes from the May 14, 2018 meeting. Motion carried unanimously.

PROJECT STATUS UPDATES: Sarah went over the current progress reports for both 2017 and 2018 projects. Also discussed were the 2017-18 and 2018-19 spreadsheets of funding used and communities with funding still available.

FINANCIAL STATUS REPORT: Sarah went over the financial reports, including the profit and loss statements, current accounts and update on loan payments. Mary Huinker reported that 13 delinquency letters were mailed out in August regarding late loan payments. A motion was made by Dan Ollendick/Cindy Simpson to approve the financials. Motion carried unanimously.

CONSIDER APPROVAL OF HAP: Sarah Snitker went over the updated Housing Assistance Plan. She pointed out the main changes of statistical numbers from the previous year's plan. The Board wanted Sarah to check into the number of incorporated cities within our region on page 2 of the HAP plan. A motion was made by Barb Prochaska/Cindy Simpson to approve the HAP plan with confirmation of the number of incorporated cities. Motion carried unanimously.

CONSIDER APPROVAL OF BOARD TERMS AND APPOINTMENTS: Dean Thompson/Barb Prochaska motioned to approve renewal of board terms for an additional 3 years for the following board members; Larry Schellhammer, Dean Thompson, Janell Bradley, Darla Kelchen, Stephanie Fromm, Sam Whitehead, Stacie Cooper, Sandie Graf and Laura Hanson. The motion was carried unanimously. Those terms will run from 7/1/18 to 6/30/21. There was also a motion by Janell Bradley/Dean Thompson to keep the NEIRHTF officers the same for the upcoming year; Spiff

Slifka as Chair, Cynthia Simpson as Vice Chair, Lori Brockway as Treasurer and Mary Huinker as Secretary. Motion carried unanimously. Installation will be held right after the Regular Meeting at the Annual Meeting.

CONSIDER APPROVAL OF RLF POLICY: Sarah discussed utilization of the Revolving Loan Funds. A motion was made by Dean Thompson/Pat Murray to approve the RLF Policy. Motion carried unanimously.

DISCUSSION AND CONSIDER APPROVAL OF ADDITIONAL USES OF RLF: Spiff Slifka proposed the idea of using RLF funds to start a residential demolition program. Dean Thompson also considers contributing RLF funds to Habitat for Humanity. Both topics will be tabled for the Board to consider for further discussion at the next meeting.

DISCUSSION ON APPLICATION IN DIFFERENT LANGUAGES: Sarah discussed offering our applications in different languages and the cost it may entail. The Board agreed to put in our current application to just ask if translation is needed to contact UERPC.

SCHEDULE NEXT MEETING: The next regular meeting is scheduled for November 15, 2018 at 1:30 p.m. and will be held at the Postville UERPC office.

FLOOR ITEMS: None at this time.

ADJOURNMENT: The meeting adjourned at 2:25 p.m.

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

Mary Huinker, NEIRHTF Secretary