UERHA Board Minutes
Tuesday, March 8, 2022

Present: Sarah Snitker, Randee Koenig, Marty Stanbrough, Ashley Goltz, Michelle Elsbernd, Sheila Bullerman, Shannon Gebel; via Zoom: Jason Passmore, Joe Pisney, Shirley Vermace, Amy Bouska, Josh Uhlenhake, Charles Carroll, Bonnie Baseman, Dan Byrnes; Others present: Rachelle Howe, Kayla Miller, Connie Looney, Karine Schager, Jodi Gray, Lori Quam.

CALL TO ORDER: Jason Passmore called the meeting to order at 1:02 p.m. Due to technical difficulties with Zoom, Michelle Elsbernd ran the meeting.

AGENDA APPROVAL: A motion to approve the agenda was made by Shannon Gebel and seconded by Shirley Vermace. The motion passed unanimously.

APPROVAL OF MINUTES FROM DECEMBER 14, 2021, and Resident's advisory committee: A motion was made by Shirley Vermace and seconded by Marty Stanbrough. The motion was approved unanimously.

APPROVE BOARD APPOINTMENTS AND TERMS: A motion was made by Bonnie Baseman and seconded by Randee Koenig. The motion was approved unanimously.

ELECTION OF OFFICERS AND APPROVAL OF EXECUTIVE COMMITTEE: Rachelle Howe presented the revised version of the board appointments. A motion was made by Shannon Gebel for Jason Passmore to remain President and seconded by Ashley Goltz. The motion was approved unanimously. A motion was made by Shirley Vermace for Michelle Elsbernd to remain Vice-chair and seconded by Dan Byrnes. The motion was approved unanimously.

FINANCIAL REPORT: Rachelle Howe shared the financial report and specified in order to pull from HUD reserves we have to be negative before we can ask for more funds.

APPROVAL OF DISBURSEMENTS: A motion was made by Randee Koenig and seconded by Sarah Snitker. The motion was approved unanimously.

APPROVAL OF FY 2021-2022 BUDGET: A motion was made by Shirley Vermace and seconded by Shannon Gebel. The motion was approved unanimously.

PROGRAM STATUS REPORT: Karine Schager reported on the program status. Connie Looney has had lead training, housing choice specialist training and housing quality standards. The office will be moving to Decorah in April. Kayla Miller is working on updating the letterhead and we are putting labels on envelopes. The office will be closed April 4th through the 6th for packing. Letters have been sent to tenants and landlords. The phone number will not change, but the FAX number will. The clients have been informed they can still come to Decorah if they need help in person. Rachelle Howe shared that we have a potential buyer for the Postville

building. Karine has pulled 101 applications off the waitlist. Any new applications will be processed now and not put on a list. The applications are available online also.

Howe stated we have 9 port bills totaling $10,939 out of Minneapolis and New York. We will be accepting new applications going forward.

A discussion was had regarding RHA cost allocations. Jodi Gray shared that RHA is our biggest program expense with 3 full-time employees. Howe mentioned that costs will go down with one building instead of two, plus there will be better communication. Jodi said we are saving approximately $22,000 for all UERPC by combining the offices.

APPROVAL UERHA AND UERPC AGREEMENT: A motion was made by Sarah Snitker and seconded by Shannon Gebel. The motion was approved unanimously.

APPROVAL OF AGENCY PLAN: A motion was made by Randee Koenig and seconded by Amy Bouska. The motion was approved unanimously.

APPROVAL OF RESOLUTION FOR PROCEDURE TO SUBMIT APPLICATIONS: A motion was made by Shannon Gebel and seconded by Randee Koenig. The motion was approved unanimously.

FLOOR ITEMS: None

SCHEDULE NEXT RHA BOARD MEETING: The next meeting is scheduled for Tuesday, June 7, 2022, at 1 p.m.

ADJOURNMENT: A motion to adjourn was made by Shannon Gebel and seconded by Randee Koenig. The motion passed unanimously.

Submitted by,

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Lori Quam, Board Secretary