UERPC RHA Board Minutes
Tuesday, August 22, 2022

Present: Dan Byrnes, Sara Snitker, Bonnie Baseman, Ray Peterson, Charles Carroll, Josh Uhlenhake, Mark Schmitt, Joe Pisney, Amy Bouska, Ashley Goltz, Michelle Elsbernd Sheila Bullerman, Mary Ann Humpal, Shannon Gebel, via zoom: Katie Becker, Susan Scott.
Staff present: Rachelle Howe, Jodi Gray, Karine Schager, Kayla Miller, Connie Looney.
Other: Cheryl Sorenson – Loucks and Schwartz

CALL TO ORDER: Michelle Elsbernd called the meeting to order at 1:03 p.m.

AGENDA APPROVAL: A motion to approve the agenda was made by Ray Peterson and seconded by Joe Pisney. Motion carried.

APPROVAL OF MINUTES FROM JUNE 7, 2022: Michelle Elsbernd open the table for the approval of the minutes. Amy Bouska made a request to fix the minutes regarding her statement of energy bills to read the IUB approved 30% increase to energy bills due to the polar vortex. This will be removed from bills in 2023. Amy made a motion to approve with the change and seconded by Ray Peterson. Motion carried.

FINANCIAL REPORT: Rachelle Howe reported the financial aspect of the RHA program. With UERPC was Jodi Gray from finance and Cheryl Sorenson from Loucks and Schwartz. In the discussion, it was explained the procedure on how the information is being compiled in a file. Data information from Rachelle and Jodi is send to Cheryl which then, Cheryl enters it into QuickBooks spreadsheet and to the portal which is compiled by codes as entered in the books.

Reports were made on:
Leasing, HAP and Administrative Fee Utilization – Admin portion and HAP fund
Budget Progress report – YTD total expenses (93% as budgeted)
HAP Expenditures – YTD balance and comparison (prior year vs. current)

A question arose on the membership dues. Cheryl from Loucks and Schwartz stated that she will split out more the membership dues for budget in FY 2023. Her and Jodi will work on it together.
A motion to approved was made by Mark Schmitt and seconded by Bonnie Basemann. Motion carried.

APPROVAL OF DISBURSEMENTS:

The board was informed that Disbursement report will not be included in the next meeting due to conflicting time frames of the reports which creates confusion on the figures.

PROGRAM STATUS REPORT: Karine Schager reported that we are down to four (4) ports status. Currently, we have nine (9) pending ports. Waiting list are processed within two months. Twenty-nine (29) vouchers were issued for August. It was also reported that vouchers holders are having difficulty in locating available units.

Karine discussed the Approval of Resolution for Amendments.

22-02 **Rent Reasonableness** – Please refer to the attached Resolution. Moved by Mary Ann Humpal and seconded by Amy Bouska.

22-03 **HQS Quality Control Inspections** – Please refer to the attached Resolution. Moved and seconded by Sarah Snitker and Ray Peterson respectively.

22-04 **SEMAP Assessment Certification** – Please refer to the attached Resolution and Certification. Moved and seconded by Shannon Geber and Mark Schmitt.

22-05 **Minimum Rent Hardship** – Please refer to the attached Resolution. Move and seconded by Ray Peterson and Shannon Gebel.

The following resolutions were passed unanimously by roll call votes.

FLOOR ITEMS:

Care Acts was closed last June 2022.
October 18, 2022 is the 50th Celebration of UERPC. Invitation will be sent.

SCHEDULE NEXT RHA BOARD MEETING: The next meeting is scheduled for December 2022. Date to be announced when uerpc staff hear from auditor on completion on the audit.

ADJOURNMENT: A motion to adjourn was made by Ray Peterson at 1:52 p.m. and seconded by Shannon Gebel. The motion passed unanimously.

Submitted by,

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Connie Looney, Board Secretary