# UERHA Board Minutes
# Tuesday, June 18, 2024

Present: Jason Passmore, Ashley Goltz, Mark Schmitt, Shannon Gebel, Mary Engstrom, Ray Peterson, Joe Pisney, Josh Uhlenhake, Sheila Bullerman, Shirley Vermace, Debra Crane 1:34 p.m. Zoom: Steve Roach, Mike Tucker, Amy Bouska, Michelle Elsbernd, Janell Bradley, Michelle Meyer, Katie Becker 1:46 p.m. Others present: Rachelle Howe, Karine Guese, Kayla Miller, Jodi Emery, Lori Quam. Absent: Sarah Snitker, Randee Koenig, Charles Carroll, Dan Byrnes, Mildred Stewart, Jane Tibbals, Mary Ann Humpal, Susan Scott.

**CALL TO ORDER:** Jason Passmore called the meeting to order at 1:32 p.m.

**AGENDA APPROVAL:** A motion to approve the agenda was made by Joe Pisney and seconded by Ray Peterson. The motion passed unanimously.

**APPROVAL OF MINUTES FROM March 19, 2024:** A motion was made by Mary Engstrom and seconded by Shannon Gebel. The motion passed unanimously.

**CONSIDER APPROVAL OF RESOLUTION TO UPDATE ADMINISTRATIVE PLAN FOR RENT INCREASES:** Guese shared (see attached). A discussion was had. A motion was made by Shirley Vermace and seconded by Shannon Gebel. The motion passed unanimously.

**CONSIDER APPROVAL OF 2025 BUDGET:** Jodi Emery reviewed the reports. Howe commented that there was an increase in membership fees due to the cost of going paperless. The $16,000 for training will not be an annual expense. Amounts were down for insurance, electricity and LED lights. Two cell phones were added for RHA staff for safety when going on inspections. A motion was made by Steve Roach to approve and seconded by Shirley Vermace. The motion passed unanimously.

**FINANCIAL REPORT:** Jodi Emery shared the financial report. A motion to approve the financials was made by Mark Schmitt and seconded by Shannon Gebel. The motion passed unanimously.

**CONSIDER APPROVAL OF DISBURSEMENTS FOR FEBRUARY 2024, MARCH 2024, APRIL 2024:** Jodi Emery shared disbursements. The February allocated expenses were higher due to the audit being paid. A motion to approve the disbursements was made by Shirley Vermace and seconded by Steve Roach. The motion passed unanimously.

**PROGRAM STATUS REPORT:** Karine Guese shared the report (see attached). The changes HUD will require are being delayed until October 1, 2025. A discussion was had regarding online applications and everyone having access to computers. Howe stated that the goal is getting 60% of clients to do online applications. It will not be mandated. We will have training for tenants and/or computers set up for clients to use at our office. Miller shared the Leased Units Report (see attached). A discussion was had.

**FLOOR ITEMS:** Howe shared the upcoming Regional Round-Up being held at Pulpit Rock Brewery on July 17, 2024, from 1 to 4 p.m. and invited all to attend. Howe will be sending a link to board members.

**SCHEDULE NEXT RHA BOARD MEETING:** The next meeting is scheduled for Tuesday, August 20, 2024, at 1:30 p.m.

**ADJOURNMENT:** A motion to adjourn was made by Steve Roach at 2:08 p.m. and seconded by Shannon Gebel. The motion passed unanimously.

Submitted by,

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Lori Quam, Board Secretary