

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY  
EXECUTIVE COMMITTEE MEETING  
TUESDAY, JANUARY 19, 2021  
ZOOM**

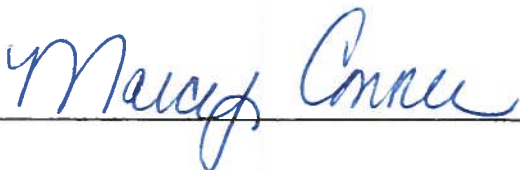
Chairperson, Craig Armstrong, called the meeting to order at 6:00 p.m. These members of the Executive Committee were present:

Craig Armstrong, Chairperson  
Craig Agan, Vice Chairperson  
Paul Thompson, Treasurer  
Marvin Ostrander, Boone County  
Randy Schmitz, Boone County  
Bill Stammerman, Dallas County  
Vanessa Baker-Latimer, Story County  
Jodene Allen, Tenant Advisory

**Guests:**  
Kendra Wignall, CIRHA Staff

- 1) **AGENDA** – Motion Agan, seconded by Baker-Latimer to approve the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** – Motion Baker-Latimer, seconded by Schmitz to approve the December 15, 2020 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Stammerman, seconded by Ostrander to approve December 2020 and January 2021 disbursements. Motion carried by a unanimous vote.  
-Brief discussion on Ms. Conner providing additional disbursement details in the future.
- 4) **EXECUTIVE DIRECTOR REPORT**
  - A. Monthly Program Statistics for December 2020 and January 2021 were presented as attached.
  - B. January 2021 Portability Payout Report presented as attached.
  - C. Bank account balances as of December 31, 2020 were presented as attached.
  - D. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
  - A. November 2020 financials were presented as attached.
  - B. December 2020 financials were presented as attached.
  - C. Motion Baker-Latimer, seconded by Thompson accepting Story County Representative, Lauris Olson's resignation. Motion carried by a unanimous vote.  
-Motion Baker-Latimer, seconded by Agan appointing Latifah Faisal as the Story County Representative on the Executive Committee. Motion carried by a unanimous vote.
  - D. Explanation on importance of meeting attendance and duties performed by the Treasurer. Motion Baker-Latimer, seconded by Schmitz requiring a verbal report from the Treasurer at the next meeting after review of the CIRHA credit card summaries for the months of October 2020 through January 2021. Motion carried by a unanimous vote.
  - E. Discussion on Bylaws Section 1. Members. Proposal to change the number of members on the Executive Committee was presented by Ms. Conner. Chairperson, Armstrong requested agenda item forming a Bylaw Review Committee be on next month's agenda.
- 6) **NEW BUSINESS**
- 7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 6:43 p.m.



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Marcy Conner, Secretary CIRHA