

CENTRAL IOWA REGIONAL HOUSING AUTHORITY
1201 SE Gateway Drive, Grimes, Iowa 50111
EXECUTIVE COMMITTEE MEETING
TUESDAY, MAY 17, 2022
6:00 PM
AGENDA

1. Roll Call and Approval of Agenda for Executive Board Meeting
2. Approval of the minutes from **April 19, 2022**
3. April/May, 2022 disbursements
 - A. Treasurers Report
4. Report of the Executive Director
 - A. Monthly Program Statistics April/May, 2022
 - B. Monthly Portability Payments for May, 2022
 - C. Monthly Banking Balances
 - D. Security Deposit Grant
5. Other Business
 - A. Financials – March, 2022
 - B. Financials – April, 2022
 - C. Underground Electric Line Easement
 - D. Personnel Policies pertaining to Compensation
 - E. Time off Request
6. New Business
 - A. **RESOLUTION 22-08 RESOLUTION APPROVING EXECUTION OF CONTRACT FOR REFURBISHING AND PAINTING STORAGE SHEDS IN BOONE**
 - i. Approve contract to use capital funds to repair and paint 24 storage sheds in Boone
7. Good of the Order

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, MAY 17, 2022
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

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
Marvin Ostrander, Treasurer
Bill Stammerman, Dallas County
Bob Findlay, Dallas County
Michele Brant, Madison County
Vanessa Baker-Latimer, Story County
Latifah Faisal, Story County
Jodene Allen, Tenant Advisory

Absent:

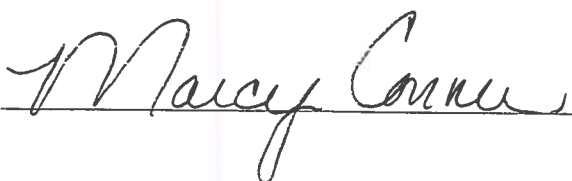
Guests:

Pam Danielson, City of Redfield
Adam Walderbach, Alliant Energy
Kendra Wignall, CIRHA Staff

- 1) **AGENDA** – Motion Faisal, second by Baker-Latimer approving the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** – Motion Stammerman, second by Allen approving the April 19, 2022 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Brant, second by Ostrander approving April and May 2022 disbursements. Motion carried by a unanimous vote.
 - A. Treasurer, Ostrander presented the Treasurer’s report.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for April and May 2022 presented as attached.
 - B. May 2022 Portability Payout Report presented as attached.
 - C. Bank account balances as of April 30, 2022 presented as attached.
 - D. Security Deposit Grant Program report presented as attached.
- 5) **OTHER BUSINESS**
 - A. March 2022 financials presented as attached.
 - B. April 2022 financials presented as attached.
 - C. Motion Baker-Latimer, second by Faisal approving the Underground Electric Line Easement as presented by Interstate Power and Light Company, an Iowa Corporation. Motion carried by a unanimous vote.
 - D. Personnel Policies pertaining to Compensation - Ms. Baker-Latimer and Ms. Conner will create an RFP related to compensation and provide to the Executive Committee by email prior to the next meeting.
 - E. Motion Ostrander, second by Allen approving CIRHA employee, Audrey Craig’s request for 10 weeks of leave beginning approximately June 9, 2022. Motion carried by unanimous vote.
- 6) **NEW BUSINESS**
 - A. **RESOLUTION 22-08 APPROVING EXECUTION OF CONTRACT FOR REFURBISHING AND PAINTING STORAGE SHEDS IN BOONE, IOWA** Motion Ostrander, second by Faisal approving Resolution. Aye-Agan, Aye-Allen, Aye-Armstrong, Aye-Baker-Latimer, Aye-Brant, Aye-Faisal, Aye-Findlay, Aye-Ostrander, Aye-Stammerman. Motion approved by roll call vote.

7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 6:35 p.m.

 _____ Marcy Conner, Secretary CIRHA