

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, APRIL 20, 2021
ZOOM**

Chairperson, Craig Armstrong, called the meeting to order at 6:01 p.m. These members of the Executive Committee were present:

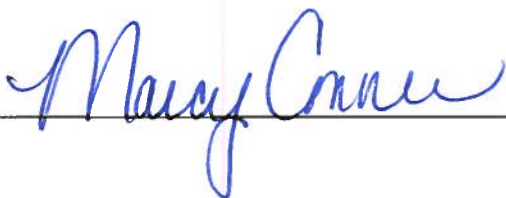
Craig Armstrong, Chairperson
Craig Agan, Vice Chairperson
Paul Thompson, Treasurer
Marvin Ostrander, Boone County
Randy Schmitz, Boone County
Bill Stammerman, Dallas County
Latifah Faisal, Story County
Michele Brant, Madison County

Absent:
Jodene Allen, Tenant Advisory
Vanessa Baker-Latimer, Story County

Guests:
Kendra Wignall, CIRHA Staff

- 1) **AGENDA** – Motion Brant, seconded by Stammerman to approve the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** – Motion Faisal, seconded by Ostrander to approve the March 16, 2021 minutes with corrections to spelling of names Michele Brant and Latifah Faisal. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Agan, seconded by Brant to approve March and April 2021 disbursements. Motion carried by a unanimous vote.
 - A. Treasurer, Thompson gave a report on the monthly credit card statement.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for March and April 2021 were presented as attached.
 - B. April 2021 Portability Payout Report presented as attached.
 - C. Bank account balances as of March 31, 2021 were presented as attached.
 - D. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
 - A. March 2021 financials were presented as attached.
 - B. CIRHA estimates collecting \$11,000 through the State Offset Program this year. \$3,500 has already been received from the State of Iowa.
 - C. Motion Thompson, seconded by Brant to approve Delta Dental insurance renewal rates as presented. Motion carried by a unanimous vote.
 - D. Carolyn Freml has been hired as the Administrative Assistant.
 - E. The CIRHA employees will return to working in the office May 1, 2021 after partially working from home during the pandemic. The office will open to the public June 1, 2021 unless the COVID19 case counts increase in the area. Precautions to protect staff and visitors will be in place.
 - F. The annual meeting will be held on May 18, 2021 at 6:30 p.m. following the Executive Committee meeting at 6:00 p.m., both by Zoom. There will be a staff video presentation. A written audit report will be provided in advance.
- 6) **NEW BUSINESS**
- 7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 6:33 p.m.



Marcy Conner, Secretary CIRHA