

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY  
EXECUTIVE COMMITTEE MEETING  
TUESDAY, JUNE 20, 2017  
1201 SE GATEWAY DRIVE  
GRIMES, IOWA**

The Treasurer, Marlene Stout, called the meeting to order at 6:00 p.m. The following members of the Executive Committee were present:

Marlene Stout-Treasurer  
Randy Schmitz-Boone County  
Paul Thompson-Dallas County  
Craig Armstrong-Jasper County  
Denyse Thompson-Madison County  
Vanessa Baker-Latimer-Story County  
Jodene Allen-Tenant Advisory

ABSENT:  
Todd Kilzer-Chairperson  
Craig Agan-Marion County  
  
GUEST:  
Kendra Wignall-CIRHA employee

- 1) **AGENDA** – Motion Armstrong, second D. Thompson to approve the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** - Motion Schmitz, second Armstrong to approve the May 16, 2017 minutes as presented. Motion carried by a unanimous vote.
- 3) **DISBURSEMENTS** – Schmitz, second D. Thompson to approve June 2017 disbursements. Motion carried by a unanimous vote.
- 4) **EXECUTIVE DIRECTOR REPORT**
  - A. Monthly Program Statistics for May and June 2017 were presented as attached.
  - B. Bank account balances as of 05/31/17 were presented as attached.
  - C. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
  - A. May 2017 financials were presented as attached.
  - B. Edita Ordagic has been hired as CIRHA’s full time Administrative Assistant.
  - C. Motion Armstrong, second P. Thompson approving proposal from Digital Stew Services, Inc. for purchase of computer hardware, installation and recurring fees as presented. Motion carried by a unanimous vote.
- 6) **NEW BUSINESS**
  - A. **RESOLUTION 17-08 RESOLUTION APPROVING AMENDMENTS TO CENTRAL IOWA REGIONAL HOUSING AUTHORITY BYLAWS** Motion P. Thompson, second D. Thompson to approve Resolution as presented with correction *shall be appointed by the Mayor/Chairperson...* Motion carried by a unanimous vote.

Treasurer, Marlene Stout adjourned the meeting at 6:28 p.m. Motion Schmitz, second Armstrong to adjourn meeting. Motion carried by unanimous vote.



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Marcy Conner, Secretary CIRHA

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**MEETING OF THE  
CENTRAL IOWA REGIONAL HOUSING AUTHORITY  
EXECUTIVE COMMITTEE  
1201 SE GATEWAY DRIVE  
GRIMES, IOWA  
TUESDAY, June 20, 2017  
6:00 p.m.**

1. Roll Call and Approval of Agenda for Executive Board Meeting
2. Approval of the minutes from
  - A. Executive Committee meeting on **May 16, 2017**
3. **June, 2017** disbursements
4. Report of the Executive Director
  - A. Monthly Program Statistics – May/June, 2017
  - B. Monthly Banking Balances
  - C. Security Deposit Grant
5. Other Business
  - A. May, 2017 financials
  - B. New Staff Member
  - C. Purchase of new computer equipment for CIRHA office
6. New Business
  - A. RESOLUTION 17-08 RESOLUTION APPROVING AMENDMENTS TO CENTRAL IOWA REGIONAL HOUSING AUTHORITY BY LAWS

\*Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), *Code of Iowa*.