

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, NOVEMBER 15, 2022
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Chairperson, Craig Armstrong, called the meeting to order at 6:03 p.m. These members of the Executive Committee were present:

Craig Armstrong, Chairperson

Bob Findlay, Dallas County

Bill Stammerman, Dallas County (Zoom)

Susan Crowdes, Madison County (Zoom)

Vanessa Baker-Latimer, Story County (Zoom)

Latifah Faisal, Story County (Zoom)

Absent:

Craig Agan, Vice Chairperson

Marvin Ostrander, Treasurer

Jodene Allen, Tenant Advisory

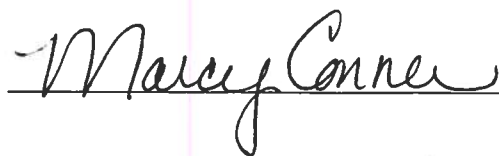
Guest:

Kendra Wignall, CIRHA Staff

- 1) **AGENDA** – Motion Baker-Latimer, second by Faisal approving the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** – Motion Findlay, second by Crowdes approving the October 18, 2022 minutes as presented. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Findlay, second by Crowdes approving September and October 2022 disbursements. Motion carried by a unanimous vote.
 - A. The Treasurer's report was not available.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for October and November 2022 presented as attached.
 - B. November 2022 Portability Payout Report presented as attached.
 - C. Bank account balances as of October 31, 2022 presented as attached.
 - D. Security Deposit Grant Program report presented as attached.
- 5) **OTHER BUSINESS**
 - A. September 2022 financials presented as attached.
 - B. OperationsInc. has received all needed information from the CIRHA Staff and has developed job descriptions. These updated job descriptions will be sent to Marcy and Kendra for review. OperationsInc. has requested more detail on employee medical, dental and vision benefits. This should be sent to Baker-Latimer on Wednesday.
 - C. One additional candidate has been presented by Stan Quy of The Organization Leadership Edge for the Executive Director position. The subcommittee will continue to work with Stan Quy regarding all candidates.
 - D. There is no Strategic Plan update at this time.
- 6) **NEW BUSINESS**

-Following brief discussion, it was decided that the December 20, 2022 meeting will resume as scheduled.
- 7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 6:58 p.m.



Marcy Conner, Secretary CIRHA