

**CENTRAL IOWA REGIONAL HOUSING AUTHORITY
EXECUTIVE COMMITTEE MEETING
TUESDAY, JANUARY 18, 2022
1201 SE GATEWAY DRIVE
GRIMES, IOWA**

Chairperson, Craig Armstrong, called the meeting to order at 6:02 p.m. These members of the Executive Committee were present:

Craig Armstrong, Chairperson

Paul Thompson, Treasurer

Marvin Ostrander, Boone County

Bill Stammerman, Dallas County

Michele Brant, Madison County

Vanessa Baker-Latimer, Story County (by Zoom)

Latifah Faisal, Story County (by Zoom)

Absent:

Craig Agan, Vice Chairperson

Jodene Allen, Tenant Advisory

Guests:

Robert Findlay, City of Dallas Center

Kendra Wignall, CIRHA Staff

- 1) **AGENDA** – Motion Stammerman, seconded by Brant to approve the Agenda as presented. Motion carried by a unanimous vote.
- 2) **MINUTES** –
 - A. Motion Ostrander, seconded by Brant to approve the November 16, 2021 minutes as presented. Motion carried by unanimous vote.
 - B. Motion Brant, seconded by Stammerman to approve the minutes as presented of the special meeting on December 13, 2021. Motion carried by unanimous vote.
- 3) **DISBURSEMENTS** – Motion Baker-Latimer, seconded by Ostrander to approve November 2021 through January 1, 2022 disbursements. Motion carried by a unanimous vote.
 - A. Treasurer, Thompson reported that everything looked fine on the monthly credit card statement. -Ms. Conner requested that the Treasurer notify her if he is going to be unavailable to sign checks for any length of time during the month.
- 4) **EXECUTIVE DIRECTOR REPORT**
 - A. Monthly Program Statistics for December 2021 and January 2022 were presented as attached.
 - B. January 2022 Portability Payout Report presented as attached.
 - C. Bank account balances as of November 30th and December 31st, 2021 were presented as attached.
 - D. Security Deposit Grant Program report was presented as attached.
- 5) **OTHER BUSINESS**
 - A. September FYE financials were presented as attached.
 - B. October 2021 financials were presented as attached.
 - C. November 2021 financials were presented as attached.
 - D. December 2021 financials were discussed and presented as attached.
 - E. Discussion to continue on employee merit increases and performance bonuses.
- 6) **NEW BUSINESS**
- 7) **GOOD OF THE ORDER**

Chairperson, Craig Armstrong, adjourned the meeting at 6:59 p.m.



Marcy Conner, Secretary CIRHA