

MEETING Minutes

Southwest Iowa Housing Trust Fund, Inc.

Board of Directors

December 12, 2023, at 2:00 P.M.

ZOOM

Meeting ID: 235 538 3523

Passcode: 183017

- 1. Call to Order.** President Renee Riedel called the meeting to order at 2:01 p.m.
- 2. Roll Call.** Rhodes took roll call. Members present were: Sherri Clark, Grace Garrett, Kelly Mahlberg, Renee Riedel, Debbie Waterbury and Dr. Mike Wells. A quorum was present. Trent Svendsen called in at 2:05pm as well. Staff attending were: Ann Anstey, Tammy DeBord, Sandy Hansen, Erin Hudson, and Nicole Rhodes. Darren Welch from GBK attended to review initial audit information.
- 3. Approve Agenda.** Amendment to add the Review of FY23 Audit (information only) to the agenda was agreed on. Darren Welch from GBK reviewed the rough draft of the FY23 audit and will send the final audit once it is officially reviewed. Wells moved to approve the agenda and Mahlberg seconded. The motion passed with all ayes.
- 4. Approve Minutes of September 26th, 2023, Meeting.** Rhodes updated the group on Page County dues. Invoices have been verified that Page County was charged the correct amount for dues. SWIPCO will be following up with Page County on paying the remainder of what they owe. Wells moved to approve the minutes and Garrett seconded. The motion passed with all ayes.
- 5. Review and Approve Financials.** Hudson presented the financial report and check list. Hudson discussed that SWIPCO was awarded two new grants recently and reiterated the follow up that will happen with Page County on dues. Wells moved to approve the financials and Waterbury seconded. The motion passed with all ayes.
- 6. Approve Check List.** Wells moved to approve the check list and Waterbury seconded. The motion passed with all ayes.
- 7. Review and Approve Demolition Applications.** Hansen reviewed the information on demo projects; one application was submitted but it was not complete so we are waiting on the completed application to be submitted and will then send it out to the board once received. Hansen also reviewed the projects in Red Oak that were awarded. 4 of the projects have been completed but the city does not have the funds in their budget to complete the last 4 projects until the next fiscal year. Hansen informed the team that she feels that the projects should not be completed until the city of Red Oak has the funds to pay their portion of the demolition. Clark and Waterbury voiced their agreement with

this as well. Hansen reported that there is \$32,347.00 in the active grant and we will be receiving another \$35,000 with the new grant in January 2024. Hansen encouraged the board to keep spreading the word that we have Demo funds available. Hansen will contact the city of Red Oak to let them know the board decided the city must reapply for demolition funds if they need to wait until the next fiscal year to pay for the final 4 demolitions.

- 8. Discuss Vacant Board Positions –1 open position.** Hudson reported that we have not received any new leads on possible candidates. DeBord agreed and discussed that she had recently sent out the requirements and asked for the board's assistance in recruiting a new board member, preferably from Harrison County.

- 9. Staff Update.** Hudson reported that we have recently hired a new Planner in the Community Development department and have other staff being hired at SWIPCO currently but not in the housing department.

- 10. Discuss Current Programs.** Hansen reported. See attached. There were no questions on her report. Riedel inquired about the Homes for Iowa program and its progress. Anstey updated the group on the program; we currently have had 5 applications turned in and 3 of those are potential candidates and are in the inspection process. One property is in Griswold, two in Stanton, and one in Blencoe.

- 11. Other Business.** N/A

- 12. Adjourn.** Wells moved to adjourn the meeting at 2:29 pm and Mahlberg seconded. The motion passed with all ayes.