

# MEETING Minutes

## Southwest Iowa Housing Trust Fund, Inc.

Board of Directors

May 16, 2023, at 10:00 A.M.

Iowa Department of Natural Resources 1401 Sunnyside Lane Atlantic, Ia. 50022

ZOOM

Meeting ID: 235 538 3523

Passcode: 7HaB5h

1. **Call to Order.** Secretary/Treasurer Stephanie Bowden called the meeting to order at 10:07 a.m.
2. **Roll Call.** Rhodes took roll call. Members present were: Stephanie Bowden (zoom), Sherri Clark, Kelly Mahlberg (zoom), Renee Riedel, Trent Svendsen (zoom), and Debbie Waterbury. A quorum was present. Dr. Mike Wells logged onto the Zoom meeting at 10:52am. Staff attending were: Tammy DeBord, Sandy Hansen, Erin Hudson, Mindy Jensen, John McCurdy, Nicole Rhodes, and Philip Richter.
3. **Approve Agenda.** Riedel moved to approve the agenda with a revision of adding Election of Officers and Waterbury seconded. The motion passed with all ayes.
4. **Election Officers.** Clark moved to approve Riedel as President, Bowden as Vice President, and Waterbury as Secretary/Treasurer. Mahlberg seconded. The motion passed with all ayes.
5. **Approve Minutes of February 21st, 2023, Meeting.** Clark moved to approve the minutes and Bowden seconded. The motion passed with all ayes.
6. **Review and Approve Financials.** McCurdy presented the financial report and check list in detail. Waterbury moved to approve the financials and Svendsen seconded. The motion passed with all ayes.
7. **Review and Approve Demolition Applications.** Five applications were received for the demolition program: (108 C St. Red Oak, 110 S. 3<sup>rd</sup> Red Oak, 303 W. 2<sup>nd</sup> Red Oak, 407 1<sup>st</sup> Ave. Red Oak, 502 King St. Emerson) Discussion was held amongst the board members regarding the five applications/properties that were received. Hansen explained the balance of funds in both open grants is at \$42,000 for demolition. Discussion was had regarding the majority of the applications (4) were once again from Red Oak, but McCurdy stated all other cities have been reminded and had the opportunity to submit applications but have not. In addition, more funds will be available in January 2024. Bowden moved to approve all five applications, with the city of Emerson application receiving top priority, and allowing the city of Red Oak to decide on the order of the four applications there and Waterbury seconded. The motion passed with all ayes.

**8. Discuss Board Members –1 open position.**

- a. McCurdy discussed two possible candidates.
  - i. Claire Casey inquired on her own about joining the board. McCurdy is going to reach out to her and gather more information and do some research on her background.
  - ii. The Mayor of Sydney had also discussed the position with McCurdy but after he reached out to her there has been no additional communication. McCurdy will be in touch with the board once he does some more research on possible candidates.
- b. Chair Riedel also suggested the board reach out to the new community development representative from the city of Essex.
- c. Qualifications for the candidate, location, and job description, were also discussed.

**9. Other Business/Discuss Current Programs.** Hansen reported.

- a. Hansen discussed that we currently have 10 active applications for the Home Ownership Assistance program, and the funds will most likely be gone soon once these applications are approved.
- b. McCurdy discussed the Homes for Iowa program. SWIPCO has secured 6 homes for 2024 and plans to send RFPs to our cities/developers to work with us on these projects. McCurdy discussed some details regarding income requirements, pricing of the homes, and delivery of the homes.
- c. DeBord reminded the group that the next meeting will be held in September, towards the middle to later part of the month due to completing the 2024 HTF application and HAP.

**10. Adjourn.** Clark moved to adjourn the meeting at 11:00am and Mahlberg seconded. The motion passed with all ayes.