

**STORY COUNTY HOUSING TRUST  
BOARD OF DIRECTORS**

**May 18, 2021  
2:00 p.m.**

**Virtual Meeting Only**

BUSINESS MEETING

1. Call to Order
  - 1.1 Approve Agenda\* ..... Page 1
  - 1.2 Approve April 2021 Board Meeting minutes\* ..... Page 2
2. Financial Report
  - 2.1 April Bank Statement..... Page 3
  - 2.2 Fund Raising Update..... Page 4
3. Administrative Items
  - 3.1 2021 Rental and Shelter Applications\* ..... Page 5
  - 3.2 IRS Update..... Page 6
  - 3.3 Audit Update ..... Page 7
  - 3.4 Return to In Person Meetings\* ..... Page 8
4. Questions for Staff
5. Other Business
6. Adjournment

Action Item \*

**Please join my meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/503736957>

**You can also dial in using your phone.**  
United States (Toll Free): [1 866 899 4679](tel:18668994679)

**Access Code:** 503-736-957  
Next meeting: June 15, 2021 at 2:00 p.m.

**ISSUE: Approval of Meeting Minutes**

VOTE: Approve the minutes of the April 20, 2021 SCHAT Board Meeting.

**BACKGROUND:**

[Click here for a copy of the April 20, 2021 meeting minutes.](#)

**RECOMMENDATION:**

Approve the minutes of the April 20, 2021, SCHAT Board Meeting.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: April Bank Statement**

REPORT: Review the April Bank Statement.

**BACKGROUND:**

[Click here for a copy of the April Bank Statement.](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: Fund Raising Update**

REPORT: Review fund raising efforts for the SCHAT.

**BACKGROUND:**

[Click here for a copy of the fund raising tracking sheet.](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: 2021 Rental and Shelter Applications**

REPORT: Review submitted rental and shelter project applications and award funding.

**BACKGROUND:**

The SCHAT Board approved a Notice of Funding Availability (NOFA) at the March board meeting which was subsequently disseminated throughout Story County. Applications were due on May 10 and staff received five submittals. A spreadsheet was created to summarize and link to the applications.

[Click here for a copy of the applications summary sheet.](#)

The SCHAT received applications totaling \$330,156 with approximately \$239,178 available for funding from the 2021 IFA grant award. Possible other funding available for this round include:

- Leftover OOR 1<sup>st</sup> Round: \$5,752.46
- Unallocated OOR 2<sup>nd</sup> Round: \$10,575.00
- Unspent Rental 1<sup>st</sup> Round: Estimated \$30,000, final number will be known after grantees have draw down their funding

The review committee is meeting on Monday, May 17 to review projects and make a recommendation to the full Board.

**RECOMMENDATION:**

Approve funding applications for at least \$239,178.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: IRS Update**

REPORT: Review the letter SCHAT received from the IRS.

**BACKGROUND:**

The SCHAT received a letter from the IRS that acknowledges their receipt of our response but will need an additional 60 days for them to respond. The SCHAT will need to wait for the IRS to complete their official response.

[Click here for a copy of the IRS letter.](#)

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: Audit Update**

REPORT: Review of the progress on the FY 2020 audit.

**BACKGROUND:**

Nick with Schnurr &.Company reported that the draft 2020 audit is currently going through their internal review process. A copy should be ready by the June meeting for review and approval.

**RECOMMENDATION:**

None. Report and discussion only.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.

**ISSUE: Return to In Person Meetings**

REPORT: Discuss returning to in person meetings.

**BACKGROUND:**

The SCHAT has been holding virtual meetings since the beginning of the pandemic last year. With the availability of COVID vaccines and other measures, the Board has the option to return to a hybrid model or in person meetings.

**RECOMMENDATION:**

Begin holding meetings in person starting with the June board meeting if members feel comfortable doing so.

**STAFF CONTACTS:**

Andrew Collings, [acollings@dmampo.org](mailto:acollings@dmampo.org);  
(515) 334-0075.