

**MEETING MINUTES**  
**Story County Housing Trust**  
**BOARD MEETING**  
**Tuesday, May 18, 2021 | 2:00 p.m.**  
**Virtual Meeting**

**Board Members Present:**

Amber Corrieri | Chair  
Brenda Dryer | Vice Chair  
Steve Ringlee | Secretary  
Erik Bunker | Treasurer  
Craig Henry | Board Member  
Latifah Faisal | Board Member  
Lauris Olson | Board Member  
Sheryl Phipps | Board Member  
Hope Metheny | Board Member

**Others Present:**

Andrew Collings, Des Moines Area MPO  
Tanvi Halde, Des Moines MPO

**Board Members Absent:**

Greg Schlueter | Board Member  
Marc Olson | Board Member

**1. Call to Order:**

Chair Corrieri called the Tuesday May 18, 2021 meeting to order at 2:01 p.m. A quorum was present.

**2. Approval of Agenda:**

**MOTION:** A motion was made by Ringlee to approve the May 18 2021 Story County Housing Trust Board meeting agenda and seconded by Dryer.

**MOTION CARRIED**

**3. Approval of Meeting Minutes:**

**MOTION:** A motion was made by Olson to approve the April 20, 2021 SCHAT meeting minutes and seconded by Henry.

**MOTION CARRIED**

**4. Financial Report-April Bank Statement:**

Bunker reported on the April bank statement and checks/deposits made.

**5. Financial Report – Fund Raising Update:**

Collings reported on the fund-raising efforts to date.

**6. Administrative Items – 2021 Rental and Shelter Applications:**

Collings provided an overview of the project applications that were received and the results of the recommendations made by the funding review committee. Collings also reviewed existing grantee’s balances and expected balances after final withdrawals.

Ringlee inquired about future balances of current grantees and Collings indicated funding would be drawn down by June 30.

Discussion ensued on the rationale behind the Review Committee’s recommendations. It was indicated that the contract for Olson’s contract will be made with the 501(c)3. Discussion ensued on YSS’ award and how the split for activities would occur.

**MOTION:** A motion was made by Ringlee to approve the Review Committee’s Recommendation for funding and seconded by Henry.

**MOTION CARRIED**

**7. Administrative Items – IRS Update:**

Collings provided an overview of the IRS letter that was received by the SCHAT.

**8. Administrative Items – Audit Update:**

Collings provided an update on the Audit progress to date.

**9. Administrative Items – Return to In Person Meetings:**

Discussion ensued on returning to In Person meetings.

**10. Questions for staff:**

None.

**11. Other Business:**

Collings discussed the potential increase in HTF dollars for next year.

Ringlee discussed potential mobile home park resources.

**12. Next Meeting Date**

June 15, 2021 at 2:00 p.m. Virtual meeting.

**13. Adjournment**

**MOTION:** A motion was made by Henry to adjourn the SCHAT Board meeting at 2:27 p.m. and seconded by Ringlee.

**MOTION CARRIED**