

**MEETING MINUTES**  
**Story County Housing Trust**  
**BOARD MEETING**  
**Tuesday, June 15, 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  
Sheryl Phipps | Board Member  
Hope Metheny | Board Member  
Greg Schlueter | Board Member

**Others Present:**

Andrew Collings, Des Moines Area MPO

**Board Members Absent:**

Marc Olson | Board Member  
Lauris Olson | Board Member

**1. Call to Order:**

Chair Corrieri called the Tuesday September 21, 2021 meeting to order at 2:00 p.m. A quorum was present.

**2. Approval of Agenda:**

**MOTION:** A motion was made by Ringlee to approve the September 21, 2021 Story County Housing Trust Board meeting agenda and seconded by Metheny.

**MOTION CARRIED**

**3. Approval of Meeting Minutes:**

**MOTION:** A motion was made by Bunker to approve the August 17, 2021 SCHAT meeting minutes and seconded by Metheny.

**MOTION CARRIED** Ringlee abstains.

**4. Board Membership – Election of Board Members:**

Collings reported on the state of board membership. Discussion ensued regarding extending Ringlee’s term to 9/2024.

**MOTION:** A motion was made by Metheny to approve an extension of Ringlee’s term and seconded by Olson.

**MOTION CARRIED**

5. **Board Membership – Election of Officers:**

Corrieri discussed the options for officers for SCHAT Board.

MOTION: A motion was made by Phipps to approve the current list of officers and seconded by Metheny.

MOTION CARRIED

6. **Conflict of Interest Certification:**

Collings reported and Corrieri provided background information for the conflict-of-interest certification statement

7. **Public Hearing Regarding Housing Assistance Plan:**

Corrieri opened the public hearing. Collings reported on the housing assistance plan and funding application. Faisal commented on the SCHAT HAP. Corrieri closed the public hearing.

8. **2022 HAP Adoption:**

MOTION: A motion was made by Schlueter to approve the 2022 HAP and seconded by Ringlee.

MOTION CARRIED

9. **2022 Funding Application Submittal:**

Collings reported on available funding provided by IFA and the subsequent application.

MOTION: A motion was made by Bunker to approve the funding application and seconded by Ringlee.

MOTION CARRIED: Schlueter abstains.

10. **August Bank Statement:**

Bunker reported on the financial statement from the month of August.

11. **IRS Audit Letter:**

Andrew reported on the letter from the IRS waiving the first Form 990 late penalty. Discussion ensued.

12. **Questions for staff:**

None.

13. **Other Business:**

Collings inquired about ARPA funds with Faisal. Discussion ensues. Decision to include a secondary, virtual meeting later is made.

14. **Next Meeting Date**

October 19, 2021 at 2:00 p.m. Hybrid meeting.

**15. Adjournment**

**MOTION:** A motion was made by Ringlee to adjourn the SCHAT Board meeting at 2:35 p.m.

**MOTION CARRIED**