



Story County Housing Trust

**STORY COUNTY HOUSING TRUST
BOARD OF DIRECTORS**

**May 17, 2022
2:00 p.m.**

**Hybrid Meeting
In Person Location: Ames Chamber of Commerce
304 Main Street
Ames, Iowa 50010**

Board Meeting

- 1. Call to Order
 - 1.1 Approve Agenda*..... Page 1
 - 1.2 Approve April 2022 Board Meetings minutes* Page 2
- 2. Financial Report
 - 2.1 April Bank Statement..... Page 3
 - 2.2 Grantee Funding Status Report Page 4
 - 2.3 Fund Raising Update..... Page 5
- 3. Administrative Items
 - 3.1 Audit and 990 Update Page 6
 - 3.2 Emergency Assistance Program*..... Page 7
- 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 21, 2022 at 2:00 p.m.



May 2022
Item No. 1.2

ISSUE: Approval of Meeting Minutes

VOTE: Approve the minutes of the April 19, 2022, SCHT Board Meetings.

BACKGROUND:

[Click here for a copy of the April 19, 2022 Meeting Minutes.](#)

RECOMMENDATION:

Approve the minutes of the April 19, 2022 SCHT Board Meetings.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



May 2022
Item No. 2.1

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;
(515) 334-0075.



May 2022
Item No. 2.2

ISSUE: Grantee Funding Status Report

REPORT: Review the Grantee Funding Status Report.

BACKGROUND:

Staff tracks submitted pay requests from grantees and payments made by the Scht. Cells highlighted in green are paid amounts, cells in yellow are pending.

[Click here for a copy of the Grantee Funding Status Report.](#)

RECOMMENDATION:

None. Report and discussion only.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.



May 2022
Item No. 2.3

ISSUE: Fund Raising Update

REPORT: Review fund raising efforts for the SCHT.

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;
(515) 334-0075.



May 2022
Item No. 3.1

ISSUE: Audit and 990 Update

REPORT: Review of the progress on the FY 2021 audit and Form 990.

BACKGROUND:

Nick with Schnurr &.Company reported that the draft 2021 audit and Form 990 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;
(515) 334-0075.



May 2022
Item No. 3.2

ISSUE: Emergency Assistance Program

REPORT: Report on the proposed Emergency Assistance Program.

BACKGROUND:

At the February Board Meeting, Craig Henry and staff reported on a proposed emergency assistance program. At that time the board requested a formal writeup of what the program would entail.

[Click here for a copy of the proposed emergency assistance program application and program rules.](#)

This program would be used in situations where there are emergency housing needs and full income verification documentation may not be attainable in the timeframe where the housing need would be rectified.

Incomes would be verified after the fact but if a household would not qualify then the HTF would still be responsible for payment.

If approved, a line item for this program would be included in the FY 2023 budget.

RECOMMENDATION:

Approve an Emergency Assistance Program.

STAFF CONTACTS:

Andrew Collings, acollings@dmampo.org;
(515) 334-0075.