

**MEETING MINUTES**  
**Story County Housing Trust**  
**BOARD MEETING**  
**Tuesday, December 16, 2025 | 2:00 p.m.**  
**Hybrid Meeting**

**Board Members Present:**

Latifah Faisal | Chair  
Craig Henry | Vice Chair  
Steve Ringlee | Secretary  
Erik Bunker | Treasurer  
Nancy Beatty | Board Member  
Brenda Dryer | Board Member  
Phyllis Fevold | Board Member  
Matt Flummerfelt | Board Member  
Sarah Laaser-Webb | Board Member  
Hope Metheny | Board Member  
Greg Schlueter | Board Member

**Others Present:**

Andrew Collings | Mid-Iowa Planning Alliance  
Crystal Davis | Story County  
Leanne Harter | Story County  
Lucas Young | Mid-Iowa Planning Alliance

**Board Members Absent:**

Amber Corrieri | Board Member

**1. Call to Order:**

Chair Faisal called the Tuesday, December 16, 2025 meeting to order at 2:11 p.m. A quorum was present.

**2. Approval of Agenda:**

**MOTION:** A motion was made by Henry to approve the December 16, 2025 Story County Housing Trust Board meeting agenda. Seconded by Beatty.

**MOTION CARRIED**

**3. Approval of November 10, 2025 Meeting Minutes:**

**MOTION:** A motion was made by Schlueter to approve the November 10, 2025 SCHAT board meeting minutes. Seconded by Fevold.

**MOTION CARRIED**

**4. October and November Bank Reconciliation:**

Bunker reported on the transaction activity. \$123,846.50 was in the Story County Housing Trust money market account at the end of November. Discussion ensued. No action taken.

**5. SCHAT Project Status Report:**

Young reported on the status of funding and drawdowns from grantees, the status of the marketing of the Homes for Iowa Houses, and the Story County Manufactured Home program. Discussion ensued. No action taken.

**6. Contract Extensions for Grantees:**

Young reported on the contracts set to expire December 31, 2025. Three grantees have indicated a need for a short-term extension. Staff proposed extensions for Good Neighbor Emergency Assistance, City of Collins and Trinity United Methodist – Hands Serving Others until March 31, 2025. Discussion ensued.

**MOTION:** A motion was made by Ringlee to approve extensions as presented. Seconded by Fevold.

**MOTION CARRIED**

**7. First-time Homebuyer Program:**

Young reported on the history of the First-time Homebuyer Program. Young raised the question if the board wanted to fund the program, and if so, what dollar amount. Discussion ensued.

MOTION: A motion was made by Ringlee to allocate \$50,000 to the program for 2026. Seconded by Henry. Abstention by Fevold.

MOTION CARRIED

**8. Application Review Committee:**

Young reported that a committee was needed to review the upcoming applications. The committee would be responsible for meeting during the week of January 12<sup>th</sup> and would prepare recommendations to the full board on the projects to fund in 2026. Bunker, Ringlee, Laaser-Webb, and Faisal volunteered. No action taken.

**9. Staff Updates:**

Staff notified the board that the 2026 IFA award has been approved and that the contract was pending. There will be some modified language in the contract that may require the SCHAT to have more stringent language in contracts with grantees.

**10. Board Member Updates:**

None.

**11. Next Meeting Date: January 20, 2026 at 2 p.m.**

**12. Adjournment:**

Chair Faisal declared the meeting adjourned at 2:57 p.m.