

POLK COUNTY HOUSING TRUST FUND  
BOARD OF DIRECTORS MEETING  
Friday, October 7, 2011  
Iowa Utilities Board Conference Room  
9:00 a.m. – 3:30 p.m.

Board Members Present:

Angela Connolly, Victoria Facto, Debbie Fisher, E. J. Giovannetti, Joe Gonzalez, Larry Goodell, Lance Henning, Christine Hensley, Gary Lorenz, Christine Pardee, Stephanie Reynolds, Rob Sherwood

Board Members Absent:

Creighton Cox

Guests:

Diana Deibler, Deibler & Company; Joshua Swinnie, PCHTF Intern; Michael Hagman, PCHTF Intern

Staff: Eric Burmeister, Lori Kauzlarich, Carol Duncan

STRATEGIC PLANNING SESSION

The Strategic Planning Session began at 9:00 a.m. with Russell Jensen, Jensen Consulting, as the Facilitator.

The first half of the Strategic Session concluded at 12:00 noon.

BOARD OF DIRECTORS MEETING

Victoria Facto, Chair, called the Board meeting to order at 12:00 noon.

Approve Agenda

Christine Hensley moved to approve the Agenda; seconded by Joe Gonzalez. Motion Carried Unanimously.

Approve August, 2011 Minutes

With no changes, Stephanie Reynolds moved to approve the August 5, 2011 Minutes; seconded by Christine Pardee. Motion Carried Unanimously.

Report of the Finance Committee

Review and approve 2010/11 Audit of the PCHTF by Denman and Co.

Rob Sherwood reported the 2010/11 Audit to be clean, with no disagreements and no adjustments. Rob Sherwood moved to approve the 2010/11 Audit; seconded by Christine Hensley. Motion Carried Unanimously.

Eric thanked the board for recognizing a firm to do the financial functions of the organization. It is well worth the money.

Review and accept July and August 2011 financials

With no discussion, Rob Sherwood moved to approve the July/August Financials; Larry Goodell seconded. Motion Carried Unanimously.

Report of the Development Committee

Approval of recommendations of the Development Committee regarding allocations from the 2011/12 HAP

Victoria Facto reported that the Development Committee recommended approval of the following allocations:

- The approval of \$7,500 to Anawim Housing to allow naming rights for its courtyard at the new Forest Avenue Project to include a raised bench and walking path. This is in conjunction with the need to recognize Prairie Meadows for the \$300,000 Legacy Grant.
- The approval of \$20,000 to Iowa Legal Aid to continue the mortgage modifications project for Polk County homeowners facing foreclosure who earned between 50 and 80 percent of MFI.
- The approval of \$15,000 to Walden Point to assist in the purchase of a generator.
- The approval of a 10 year prorated \$72,900 forgivable grant to Anawim Housing for window replacement of 18 units of housing serving tenants at 30% MFI.
- The approval of a contract amendment for the city of Des Moines to allow the \$10,000 remaining balance to be used as a partial subsidy for a single family home at 1448 King.

Christine Hensley moved to approve all of the Development Committee recommendations; seconded by Joe Gonzalez.

Having no other business Rob Sherwood moved to adjourn the Board Meeting portion of the day; seconded by Larry Goodell.

The next meeting of the PCHTF Board of Directors is 10:00 a.m. Friday, November 4, 2011 at Polk County Housing Trust Fund Office.

Respectfully submitted,  
Carol Duncan  
Administrative Coordinator