



**POLK COUNTY HOUSING TRUST FUND  
BOARD OF DIRECTORS**

Aug 22<sup>nd</sup>, 2025

**5<sup>th</sup> floor Conference Room / 505 5<sup>th</sup> Ave  
10:00 a.m.**

**BUSINESS MEETING**

1. Call to Order
  - 1.1 Introductions and welcome
  - 1.2 Roll-Call (David)
  - 1.3 Approve Agenda \*
  - 1.4 Approve June 2025 minutes \*
2. Report of the Finance Committee
  - 2.1 Approve May 2025 and June 2025 (Preliminary) Financials \*
  - 2.2 FY25 Audit Schedule
    - a) Audit Sept 2<sup>nd</sup>-5<sup>th</sup>
    - b) Finance Committee Review September 24<sup>th</sup>
    - c) Board Review/Approval October 3<sup>rd</sup>
3. Report of the Development Committee
  - 3.1 Approval of Homelessness Assistance Program Funding
  - 3.2 Staff Update
4. Report of Advancement Committee & Community Investment Committee
  - 4.1 Staff Update
5. Report of Planning/Research/Compliance Update
  - 5.1 Staff Update
6. Report of Marketing Committee & Communications/Outreach Update
  - 6.1 Staff Update
7. Executive Director Agency Update
  - 7.1 Neighborly Software Implementation
  - 7.2 Strategic Plan Update

- 7.3 ADU Article – Financing ADU’s
- 7.4 Preservation Database Report
- 7.5 2025 Housing Iowa Conference (Sept 2<sup>nd</sup>–4<sup>th</sup>)

8. Other Business

9. Adjournment

Action Item \*