

**POLK COUNTY HOUSING TRUST FUND
BOARD OF DIRECTOR'S MEETING**

Friday, January 4, 2019
4th Floor, IEB Building Conference Room #448
10:00 a.m.

MINUTES

Board Members Present:

Angela Connolly, Elizabeth Presutti, Bev Evans, Jeff Damman, Teree Caldwell-Johnson, Frank Cownie, Peter Diliberti, Rachel Geilenfeld, Tina Mowry Hadden, Renee Hardman, Joelyn Jensen-Marren, Mandi McReynolds, Steve Niebuhr

Board Members Present Via Phone:

Steve Van Oort, Jane Fogg, Chelsea Lepley

Board Members Absent:

Troy Thompson, Connie Boesen

Guests:

Jon Murphy and Tom Cope, Cope Murphy + Co.; Diana Deibler, Deibler & Co.; Angie Arthur, Executive Director, Polk County Continuum of Care

Staff:

Eric Burmeister, Lori Kauzlarich, Tracy Levine, Lauren Johnson, Carol Duncan

Strategic Session

Jon Murphy, Cope Murphy + Co., previewed the upcoming 2019 Iowa Legislative Session. Jon explained the funding background for the Local Housing Trust Funds. Iowa law requires \$6M be provided to the State Housing Trust Fund; \$3M from RIIF and \$3M from RETT. The State Housing Trust Fund was created by the Iowa Legislature in 2003 and in 2008 a permanent funding source was established.

Some key dates for the 2019 Session are:

- January 14, the 2019 Session is scheduled to convene
- January 15, Governor Reynolds is scheduled to give the Condition of the State Address will release the Budget on that date as well
- Friday, March 8, final day of first funnel
- Friday, April 5, final day of second funnel
- Friday, May 3, 110th day and last day legislators will receive per diem

Cope Murphy will hold regular conference calls throughout the session with Local Housing Trust Fund Network.

It was suggested there would be some merit in making a presentation before RIIF Committee explaining to them what an extra \$2M would do. The Board may be called upon to write letters or send emails to the committee members.

Renee Hardman also suggested that a presentation to the City Councils in Polk County or one of their committees would be helpful. Lauren Johnson will be the go to and will get on the city calendars for a presentation to either the meetings or workshops.

Business Meeting

At 10:52 the Strategic Session closed and Angela Connolly, Chair, called the Business Meeting to order.

Approve Agenda

Elizabeth Presutti moved to approve the Agenda; seconded by Frank Cownie. Motion Carried Unanimously.

Approve December 2018 Minutes

Teree Caldwell-Johnson moved to approve the December 2018 Minutes as written; seconded by Mandi McReynolds. Motion Carried Unanimously

Recommend approve of October 2018 Financials

Jeff Damman reported on behalf of the Finance Committee. Revenue is on track. He mentioned that an RFP will be sent out to Audit firms and that a new Auditor will be chosen in April. PCHTF has had the same Audit Firm for several years and that a new set of eyes would be a good thing.

Beverly Evans moved to approve the October 2018 Financials; seconded by Renee Hardman. Motion Carried Unanimously.

Report on new Board Member and Officer Recruitment

There are 4 board members leaving the PCHTF Board. Beverly Evans, Elizabeth Presutti and Troy Thompson have all aged out and Steve Niebuhr is retiring; this leaves 4 pool vacancies and 1 Supervisor vacancy. New Board members will be selected at the Annual Meeting, February 1, 2019. New members first board meeting will be in April

The Governance Committee is seeking Board input for names to be included on the Ballot.

Angela Connolly agreed to serve as Chair of the Board for another year.

The Board Chair prepares the slate of officers, Angela will appoint the open seats, Vice Chair and Secretary.

Lunch with potential board member, nominating board member and Eric is suggested giving each an opportunity to learn more about the PCHTF during a Lunch and Learn session, date to be determined.

Fund raising efforts will be a topic at the February Board Meeting. Jim Cownie has agreed to serve as honorary chair of the 2019 Campaign.

Teree Caldwell-Johnson challenged the Board to be more deliberate with nominating process and to start earlier in the year.

Today is Beverly Evans last meeting – thank you Bev for all you have contributed to the Polk County Housing Trust Fund Board.

Other Business

Angie Arthur, Executive Director, Polk County Continuum of Care, talked about the Visioning Planning Session – what are the priorities within the homeless system.

With no other business the meeting adjourned at 11:25 a.m.

The next meeting of the Polk County Housing Trust Fund is Friday, February 1, 2019 and is the Annual Meeting. The meeting will be held in the IEB Building Conference Room, 4th Floor, Room 448 at 10:00 a.m.

Respectfully submitted,
Carol Duncan
Administrative Coordinator
Polk County Housing Trust Fund

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