

**POLK COUNTY HOUSNG TRUST FUND
BOARD OF DIRECTORS MEETING**

Friday, April 2, 2021
Via ZOOM
10:00 a.m.

Board Members Present:

Angela Connolly, Jane Fogg, Jeff Damman, Teree Caldwell-Johnson, Creighton Cox, Frank Cownie, Tina Mowry Hadden, Renee Hardman, Joelyn Jensen-Marren, Chelsea Lepley, Cole McClelland, Mandi McReynolds, Suzanne Mineck, Luis Montoya, Kris Schechinger-Camper, Steve Van Oort

Board Members Absent:

Peter Diliberti, Connie Boesen, Darcy Valline

Guests:

Diana Deibler, Deibler and Company; Angie Arthur, Polk County Continuum of Care

Staff:

Eric Burmeister, Lori Kauzlarich, Mollie Giller, Lauren Johnson, Kendyl Larson, Carol Duncan

Strategic Session

Mollie Giller shared the results of the Community Survey. This was a two-part survey which was conducted initially in November of 2020 with a follow-up in February 2021. The survey was sent to 220 individuals a mix of donors and community stakeholders. Of the 220 sent out 39 responded. The focus of the survey was on awareness of PCHTF work and the impact. The results of the survey are available in the Board Portal of the Polk County Housing Trust Fund web page.

Eric asked Board members to block off 9:00 a.m. to 3:00 p.m. on August 6 for the Strategic Planning Retreat with a professional facilitator. If possible plan to attend in-person.

Business Meeting

Call to Order

Jeff Damman, Chair, called the business meeting to order at 10:24.

Approve Agenda and February 2021 Minutes

Teree Caldwell-Johnson moved to approve the Agenda and the February Minutes as written; seconded by Renee Hardman. Motion Carried Unanimously.

Report from Staff on Administrative Matters Sussman Lecture – Nikole Hannah-Jones

Nikole Hannah-Jones will be speaking April 8 as part of the Harkin Institute's Sussman Lecture series (a virtual event) at 7:00 p.m. As of April 1, 1,900 have registered with the hope of reaching 2,000. Housing Justice is a high priority for the PCHTF, as a result PCHTF partnered with other organizations to bring Nikole Hannah-Jones to Des Moines to discuss her work on the New York Times 1619 Project. The lecture is free but advanced registration is required.

Affordable Housing Week, April 19-23

Lauren Johnson reported on Affordable Housing Week. The theme of Affordable Housing Week is Regional Affordable Housing Policy with all events being virtual.

Monday, April 19 – Wednesday, April 21

Data from many communities in the Metro will be shared through social media graphics with a live overview of those data points on Facebook at noon Monday through Wednesday, these will be produced in partnership with the local Urban Land Institute and Greater Des Moines Habitat for Humanity.

Thursday, April 22

The Business Record's Virtual Commercial Real Estate forum is at 11:30 a.m. PCHTF is the 2021 presenting sponsor and the message focuses on housing challenges for the region. The event is free but advance registration is required.

Friday, April 23

The conclusion of Affordable Housing Week 2021 is a virtual symposium beginning at 10:00 a.m. Presentations will be about regional strategies that have been developed to address the Workforce Housing Study with breakout rooms available for attendees to discuss how to proceed with completing the Regional Housing Plan.

There was some discussion about a possible drone tour in lieu of a bus tour this summer. Steve Van Ort is a drone operator and has a production company.

Update of Justice Center activity

Eric Burmeister updated the Board on Justice Center activity. Over 1,000 households have been saved from eviction resulting in \$1.8 million in rental assistance. The impact of this program is larger than ever imagined. Media coverage has shined a light on housing instability. We have heard a lot of stories and learned a lot about how to help people remain housed. Eric also shared what he called Justice Center Project Part II. The program has transitioned to Impact. Erin Kitzman is on staff at the Justice Center on a part-time basis to assist landlords and tenants with filling out the Impact application.

Update on Salary Study

The study is almost complete to make sure staff is fairly compensated. Julie Casper conducted came highly recommended and as of Wednesday less than sent out 35 or so and 10 responses have been received to the survey sent out. She will send a reminder late next week. The results will be presented at the June Board meeting.

Update on Strategic Plan

The August Board meeting (August 6) is the Strategic Planning Retreat. There will be a facilitator so please block off the date. This will be an in-person meeting.

Report of the Finance Committee

Recommend approval January 2021 financials

Cole McClelland reported on behalf of the Finance Committee noting that grant and fundraising are ahead. Also, Cole mentioned the Eviction Prevention grant money will go back to the county as soon as we get the final okay from Legal Aid then the books can be closed. The forgiveness application has been submitted. A determination should be made by the next board meeting.

Cole McClelland moved to approve the January financials; seconded by Teree Caldwell-Johnson. Motion Carried Unanimously.

Report on the Stable, Steady, Strong Campaign

Mollie Giller thanked all board members for all that they are doing and have done to help get the dollars in the door for this Campaign. So appreciative, this has been a huge team effort.

Mandi McReynolds reiterated that fund raising is a team sport. Currently the board has raised \$290,000 which is almost ½ way to the goal. The board each received thank you boxes. Each board member was given 30 seconds to share their success and/or challenges and then shout out to another board member.

Mandi and Mollie both thanked the board again for all their good help.

With no further business, Jane Fogg moved to adjourn the meeting; seconded by Angela Connolly. Motion Carried Unanimously.

The next meeting of the Polk County Housing Trust Fund Board of Directors is the Annual Meeting on June 4 at 10:00 a.m. The meeting is in-person if possible. However zoom instructions will be included with board packet.

Respectfully submitted.

Carol Duncan

Administrative Coordinator

Polk County Housing Trust Fund