

NORTH IOWA REGIONAL HOUSING AUTHORITY
202 First Street SE, Ste. 203, Mason City, IA 50401

Tuesday, October 23, 2018, 9:00 A.M.
Conference Room

MINUTES

I. Opening of Meeting.

- A. Chairperson Gelner called the North Iowa Regional Housing Authority regular board meeting to order at 9:01 a.m.

Board Members: Present: Delegates: Merlin Bartz, Roger Batt, Gary Gelner, Bruce Helgeson, Marilyn Johanns, Beth Johnson, Yvonne Krukow, and Florence Shook. Alternates: none. **Absent:** none. **Staff:** Carmen Seaton-Bartunek, Carol Story, and Justin Stotts. **Guests:** John Olson of Kronlage and Olson, P.C.

- B. Determination of quorum
A quorum was determined.

- C. Recognition of visitors to the meeting
John Olson of Kronlage and Olson, P.C. was recognized as a guest.

- D. Move to Approve Agenda and Requested Changes/Reordering of Agenda.
Bartz moved to approve the agenda as presented. Batt seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

II. Open Forum.

None.

III. Consent Agenda.

Bartz moved to approve the consent agenda. Johanns seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

IV. Unfinished Business.

V. New Business.

- A. Approve Joe Moser and Finley Law Firm for Agency Attorney.
The board directed Stotts to search for representation for future use on housing related issues, if needed.
- B. Annual Review of Investment Policy.
Bartz moved to approve the Investment Policy. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- C. Consider Removal and Replacement of Authorized Users.
Johnson moved to approve the removal and replacement of authorized users on all agency credit cards. Krukow seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- D. Consider Approval of Authorized Signers.
Bartz moved to approve the change of authorized signers at First Citizens Bank to include Commissioner Gary Gelner, Commissioner Florence Shook, and Executive Director Justin

Stotts. Helgeson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

- E. Consider Approval to Submit HUD-50077CR Civil Rights Certification.
Johanns moved to approve Resolution 2019-02 approving submission of HUD-50077CR Civil Rights Certification for the FYB 10/1/2018 Agency Plan. Bartz seconded the motion. Roll Call Vote: Helgeson, Bartz, Shook, Batt, Johanns, Johnson, and Krukow were in favor; none opposed; and none abstained. The motion carried.
- F. Accept Resolution No. 2019-01 Approving Additional Fixed Asset For FYE 2018.
Helgeson moved to approve Resolution 2019-01 approving additional Fixed Asset for FYE 2018. Johnson seconded the motion. Roll Call Vote: Helgeson, Bartz, Shook, Batt, Johanns, Johnson, and Krukow were in favor; none opposed; and none abstained. The motion carried.
- G. Annual Review of By-laws.
Item tabled until legal advice on the By-Laws is obtained.
- H. Annual Review of By-laws.
Bartz moved to approve the depository list with the corrections to the names on the list. Names corrected: First Citizens Bank and Northwoods State Bank. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

VI. Adjourn.

Batt moved to adjourn the meeting until November 27, 2018 at 9:00 A.M. Bartz seconded the motion. All were in favor; none opposed; none abstained. The motion carried. The meeting adjourned at 10:13 a.m.

Gary Gelner, Chairperson

Date

Justin Stotts, Executive Director

Date