

Low Rent Housing Agency of Red Oak  
Regular Board Meeting  
January 8, 2019  
1805 N. 8<sup>th</sup> Street, Red Oak  
In Large Community Room

Present:	Others Present:	Absent:
Harlan Ebert	Dorothy Wells	
Ray Housh	Phyllis Armstrong	
Jane Shearer	Pat Neal	
Mary Ellen Godbout	Gregg Peters	
Carolyn Marsden	Linda Major	
Diane Wingert	Joanne Glassinger	
Amy Akers	Judy McConnaughey	
	Brent Blume	
	Carol Eggeling	
	Joy Shearer	

Chairman, Harlan Ebert, called the Regular Board Meeting on January 8, 2019 to order at 3:00 p.m. It was announced the meeting is being tape recorded and any disorderly conduct can result in the removal from the premises by law enforcement.

Roll call was taken. Members present were Harlan Ebert, Ray Housh, Mary Ellen Godbout, Carolyn Marsden, and Jane Shearer. Members absent: none.

Chairman, Harlan Ebert, opened the floor for comments – there were none.

The Agenda was presented with no additions. Ray Housh made motion to approve the agenda as presented, seconded by Mary Ellen Godbout. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

Minutes of the Regular Board Meeting for December 11, 2018 were presented. Chairman, Harlan Ebert, asked if there were any additions or corrections to the minutes – there were none. Mary Ellen Godbout motioned to approve the minutes as presented, seconded by Jane Shearer. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

Voucher #514 for Phase I with Receipts totaling \$28,227.45 (Rent \$16,299.00, eLOCCS fund \$1,712.50, Laundry \$349.25, and ½ Payroll \$9,866.70). Disbursements of \$49,933.73 (Checks \$41,422.55 and Electronic Payments \$8,511.18) were presented. Motion was made by Ray Housh to accept Voucher #514, seconded by Jane Shearer. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

January's Phase II Request for Funds with Receipts of \$27,742.50 (Rents \$15,777.00, TRACS \$11,736.00, Laundry \$229.50, and Other \$0) and Disbursements of \$28,827.66 were presented. Motion was made by Mary Ellen Godbout to approve January's Phase II Request for Funds, seconded by Ray Housh. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

January's Management Fund with receipts of \$3,682.61 and Disbursements of \$3,527.62 were presented. Motion was made by Ray Housh to approve January's Management Fund activity, seconded by Jane Shearer. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

Board members were given copies of bank statements and financial statements. We did not receive Houghton State Bank and Bank Iowa statements in time for meeting. Will be given at next meeting.

Old Business – Large Community Room Expansion – the contract has been signed and construction will begin in the spring.

The Phase 2 REAC inspection will be Monday, January 28<sup>th</sup> at 10:00 a.m. Letters will be sent soon to tenants affected. If the government is still in shut down status the inspection will be postponed to a later date.

New Business began with a report from Resident Council President, Dorothy Wells. All activities are going well. Friday's potluck theme is "soup" and Kara Sherman from the Wilson Performing Arts Center will be the guest speaker. We are currently checking into having cooking classes to show how to cook for one.

Update of work – We currently have one opening on Phase I and one opening on Phase II. Both are planned for leasing this month.

The staff is staying busy with apartment maintenance and paperwork in the office.

The City had the water meters replaced recently in our complex.

The 2018 PHAS Score Report was received. It shows our designation as Small PHA Deregulation. If your agency is in good standing they only calculate this every couple years.

2019 OCAF Rent Increase – Iowa Finance Authority sent paperwork suggesting we increase rent to \$568. This is a 3.2% increase. This would be effective June 1<sup>st</sup> for Phase II and September 1<sup>st</sup> for Phase I. This only affects about 15% of our tenants. Motion was made by Ray Housh to approve the 3.2% increase in rent for a market rent of \$568, seconded by Mary Ellen Godbout. Roll call vote: Harlan Ebert-Yes; Ray Housh-Yes; Jane Shearer- Yes; Carolyn Marsden- Yes; and Mary Ellen Godbout- Yes. Absent: None. Motion carried. This will be posted for comments for 30 days.

Chairman, Harlan Ebert, asked if there was any other business to come before the board – there was none.

The next regular meeting will be February 12<sup>th</sup>.

Ray Housh motioned to adjourn the meeting at 3:15 p.m., seconded by Jane Shearer. Harlan Ebert-Yes; Ray Housh-Yes; Mary Ellen Godbout- Yes; Carolyn Marsden- Yes; and Jane Shearer- Yes. Absent: none. Motion carried.

---

Harlan Ebert, Chairman or  
Ray Housh, Vice-Chairman

---

Diane Wingert, Secretary