

**MEETING MINUTES**  
**Central Iowa Housing Trust Fund**  
**BOARD MEETING**  
**Wednesday, June 28, 2023 | 2:00 p.m.**  
**Hybrid Meeting**

**Board Members Present:**

Deven Markley | Chair  
Caitlin Otto | Secretary- Treasurer  
Rachel Fusco  
Brian Hatch  
Margaret Liston  
Barbara Van Wyk

**Board Members Absent:**

Brandon Talsma | Vice-Chair  
Robin Good

**Others Present:**

Lucas Young, Des Moines Area MPO

**1. Call to Order:**

Markley called the June 28, 2023 meeting to order at 2:11 p.m. Quorum was present.

**2. Vote - Approval of Agenda:**

**MOTION:** A motion was made by Liston to approve the June 28, 2023 CIHTF meeting agenda.  
Seconded by Fusco.

**MOTION CARRIED**

**3. Report and Vote - Approval of Meeting Minutes:**

**MOTION:** A motion was made by Fusco to approve the April 18, 2023 CIHTF meeting minutes.  
Seconded by Hatch.

**MOTION CARRIED**

**4. Report and Vote – Contract Expiration for 2022 Grantees:**

Young reported on three 2022 grantees that will not have their funds drawn down by the contract end date. Jasper County Habitat for Humanity, Ogden Legacy, and Shelter House dba The Bridge Home all have 2022 award balances and are seeking extensions. Discussion ensued.

**MOTION:** A motion was made by Hatch to extend contracts for the final time for Jasper County Habitat for Humanity, Ogden Legacy, and Shelter House dba The Bridge Home until December 1, 2023. Seconded by Fusco.

**MOTION CARRIED**

**5. Other Non-Action Items of Interest:**

Markley asked Young to provide an update on the transition process for MIPA. Young reported that the CIHTF previously hired MIPA as administrator starting July 1<sup>st</sup>. MIPA is now actively seeking new space, but no changes are expected until fall. In the meantime, the contact information will remain the same.

**6. Next Meeting Date:**

TBD.

**7. Adjournment:**

Markley adjourned the CIHTF Board meeting at 2:26 p.m.