

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

Tuesday September 27, 2022, 9:00 A.M.  
Minutes

**1. Opening of Meeting.**

- A. Chairperson Gelner called the North Iowa Regional Housing Authority regular board meeting to order at 9:02 a.m. via conference call and in office. Public access to the meeting was available via phone.

**Board Members: Present:** Delegates: Gary Gelner, Beth Johnson, Bruce Helgeson, and Roy Schwickerath. By phone: Julie Hagen-Robb. Alternates: None. **Absent:** Roger Batt, Yvonne Krukow and Tracy Scharper. **Staff:** Justin Stotts and Carrie McBride. **Guest** By phone: John Olson of Kronlage and Olson, P.C.

- B. Determination of Quorum.  
A quorum was determined.
- C. Recognition of Visitor.  
John Olson of Kronlage and Olson, P.C.
- D. Approval of Agenda and Request for Changes/Recording of Agenda.  
Schwickerath moved to approve the agenda as presented. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

**2. Open Forum.**

None.

**3. Consent Agenda.**

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

**4. Old Business.**

- A. Minutes  
Johnson moved to approve the minutes with the changes. Helgeson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- B. Financial Statements  
Schwickerath moved to approve the financial statements. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- C. Bills  
Helgeson moved to approve the bills. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.
- D. Miscellaneous Communication  
None.

**5. New Business.**

- A. Accept Resolution No. 2022-05 Uncollectible Accounts  
Johnson moved to approve Resolution No. 2022-05. Schwickerath seconded the motion.  
**ROLL CALL VOTE:** Johnson, Helgeson, Schwickerath, Hagen- Robb, and Gelner were in favor;

none opposed; and none abstained. The motion carried.

- B. Accept Resolution No. 2022-06 Agency Operating Budget for 2023  
Helgeson moved to approve Resolution No. 2022-06. Schwickerath seconded the motion.  
**ROLL CALL VOTE:** Johnson, Helgeson, Schwickerath, Hagen-Robb, and Gelner were in favor; none opposed; and none abstained. The motion carried.

- C. Nomination and Election of Chairperson  
Schwickerath moved to nominate Bruce Helgeson for the position as Chairperson for the term of October 1, 2022 – September 30, 2025. Hagen-Robb seconded the motion. All were in favor; none Opposed; and none abstained. The motion carried.

Johnson moved to cease nominations. Schwickerath seconded the motion. All were in favor; none Opposed; and none abstained. The motion carried.

Schwickerath moved to approve Bruce Helgeson as chairperson. Johnson seconded the motion  
**Roll Call Vote:** Johnson, Helgeson, Schwickerath, Hagen-Robb, and Gelner were in favor; none opposed; and none abstained. The motion carried.

- D. Nomination and Election of Vice- Chairperson, Secretary/Treasurer Effective October 1, 2022  
Schwickerath moved to nominate Beth Johnson for the second term as vice-president and Nominated Roger Batt for the second term as Secretary/Treasurer for the term of October 1, 2022 -September 30, 2025. Helgeson seconded the motion. All were in favor; none opposed; and none Abstained. The motion carried.

Schwickerath moved to cease nominations. Helgeson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

Schwickerath moved to approve Beth Johnson as vice-chairperson and Roger Batt as secretary/ treasurer. Helgeson seconded the motion. **Roll Call Vote:** Johnson, Helgeson, Schwickerath, Hagen-Robb, and Gelner were in favor; none opposed; and none abstained. The motion carried

- E. Executive Director Review  
Schwickerath moved to approve five percent salary increase for Executive Director Justin Stotts. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried.

## 6. Adjourn.

Helgeson moved to adjourn. Johnson seconded the motion. All were in favor; none opposed; and none abstained. The motion carried. Meeting adjourned at 10:49 A.M. Next meeting October 25, 2022.

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Gary Gelner Chairperson

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Date

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Justin Stotts, Executive Director

\_\_\_\_\_  
Date

