

Dakota County Nebraska Housing Trust Fund (DCNHTF)

Board of Directors

Minutes

Thursday, August 21, 2025

1:00 PM

Northeast Community College, 1001 College Way, South Sioux City & via Zoom

VOTING MEMBERS PRESENT:

CHAIR: Lisa Harral – Village of Emerson (Public)

VICE CHAIR: Brian Van Berkum – Dakota County (Public)

Dustin Wenger – Village of Jackson (Public)

Amber Barclay – Village of Homer (Public)

Pam Adam – Long Lines (At-large Member)

Angela Klemmensen – Siouxland Bank (At-large Member)

NON-VOTING MEMBERS PRESENT / GUESTS:

Lisa Bousquet – Village of Hubbard (Non-voting Advisory Member)

Robert Kratky – Dakota City

SIMPCO STAFF:

Michelle Bostinelos, Executive Director, SIMPCO

Joshua Bush, Finance Director, SIMPCO

Jenny Anderson, Housing Manager, SIMPCO

Emily Guthrie, Executive Assistant, SIMPCO

The DCNHTF Board of Directors met on Thursday, August 21, 2025, via Zoom and in person located at Northeast Community College, 1001 College Way, South Sioux City, Nebraska. A quorum was present. The meeting was called to order at 1:00 PM by SIMPCO Executive Director, Michelle Bostinelos.

1. Call to Order / Introductions

- 2. Approval of the Agenda** – Michelle asked the board if there were any additions or corrections to the August 21, 2025, meeting agenda.

Brian Van Berkum moved to approve the agenda as presented, seconded by Lisa Harral. Motion carried all ayes.

- 3. Board Member Confirmation** – The following individuals were confirmed as members of the DCNHTF:

- Jim Gunsolley – South Sioux City (Public)
- Dustin Wenger – Village of Jackson (Public)
- Lisa Harral – Village of Emerson (Public)

- Brian Van Berkum – Dakota County (Public)
- Jerry Yacevich – City of Dakota City (Public)
- Amber Barclay – Village of Homer (Public)
- Lori Warner – South Sioux City Chamber of Commerce (At-large Member)
- Pamela Adams – Long Line (At-large Member)
- Angela Klemmensen – Siouxland Bank (At-large Member)

It was determined that **Lisa Bousquet** is not eligible to serve as a voting member of the board, as she is not an elected official for the Village of Hubbard.

Lisa will serve as a **non-voting advisory member** until an elected official from the Village of Hubbard is confirmed to fill the position.

Pamela Adams moved to approve the confirmation of board members, seconded by Brian Van Berkum. Motion carried all ayes.

4. **Election of Officers -**

Brian Van Berkum nominated Lisa Harral to serve as **Board Chair**.

A motion to approve the nomination was made by Pamela Adams and seconded by Angela Klemmensen. The motion carried with all ayes.

Brian Van Berkum then nominated himself to serve as **Vice Chair**.

A motion to approve the nomination was made by Lisa Harral and seconded by Pamela Adams. The motion carried with all ayes.

*Brian Van Berkum moved to appoint SIMPCO staff as board **treasury and secretary**. Motion seconded by Angela Klemmensen. Motion carried with all ayes.*

5. **Code of Conduct and Ethics** – SIMPCO requested board approval of the Code of Conduct and Ethics policy. Board members are asked to sign a statement affirming their commitment to conduct themselves in accordance with Nebraska Revised Statutes §§ 58-703 and 58-705, as well as all other applicable federal, state, and local laws, regulations, and standards governing the Nebraska Affordable Housing Trust Fund and related programs.

Brian Van Berkum moved to approve the Code of Conduct and Ethics, seconded by Pamela Adams. Motion carried with all ayes.

6. **Resolution 2026-1: Approval of Bylaws** – SIMPCO presented Resolution 2026-1 to the board for formal approval of the DCNHTF Board Bylaws, which had been previously distributed for review at the June meeting.

As part of the bylaws adoption, the board agreed that the initial board should be divided into three classes:

- **Class One** – The following three directors will serve until the annual meeting in **2027**: Jim Gunsolley, Dustin Wenger, and Lori Warner
- **Class Two** – The following three directors will serve until the annual meeting in **2028**: Jerry Yacevich, Lisa Harral, and Pamela Adams
- **Class Three** – The following four directors will serve until the annual meeting in **2029**: Brian Van Berkum, Amber Barclay, Angela Klemmensen, and VACANT/Village of Hubbard elected official (*Lisa Bousquet currently serving in a non-voting advisory role*)

Brian Van Berkum moved to approve Resolution 2026-1 as presented, seconded by Pamela Adams. Roll call vote: Lisa Harral: aye; Brian Van Berkum: aye; Dustin Wenger: aye; Amber Barclay: aye; Pamela Adams: aye; Angela Klemmensen: aye. Motion carried (6:0).

7. **Board Logistics** – SIMPCO facilitated a discussion with the board regarding preferred meeting dates, times, and frequency. After consideration, the board agreed to meet on the third Thursday of each month at 1:00 PM, with meetings held at Northeast Community College.

The board set the next meeting date for September 18 at 1:00 PM, also at Northeast Community College.

Additionally, the board agreed that meeting more frequently during the initial phase would be beneficial as preparations begin for the 2026 Housing Trust Fund application.

8. **Discussion / Vote on Applying for 501(c)(3)** – SIMPCO staff requested approval to start the process of applying for a 501(c)(3) status.

Pamela Adams moved to approve SIMPCO staff applying for 501(c)(3) status, seconded by Angela Klemmensen. Motion carried with all ayes.

9. **Discussion on the 2025 Nebraska Affordable Housing Trust Fund (NAHTF) Grant Application & Guidelines** – The board held a discussion regarding the 2025 Nebraska Affordable Housing Trust Fund (NAHTF) grant application. SIMPCO provided an overview of the program, including a review of eligible activities, the application scoring criteria, and general program guidelines.

It was noted that a local match requirement must be determined prior to submitting the application. The board acknowledged the importance of early planning to ensure a competitive submission.

10. **Additional Comments**

11. **Adjournment** – *Brian Van Berkum moved to adjourn, seconded by Angela Klemmensen.* Chair Lisa Harral adjourned the meeting at 1:50 PM.