

Zoom Resident Participation Committee Meeting Minutes

December 15, 2021

OPENING

Youa Thao, Resident Council Coordinator, called the quarterly meeting of the Resident Participation Committee (RPC) to order at 10:00 a.m. on December 15, 2021.

Introductions followed.

The RPC is charged with being financially responsible for the federal RPC/PHA grant funds.

The RPC is part of the Presidents Council and consists of the Executive Committee of the PC, as well as other hi-rise residents and other interested individuals. The goal is to have the Committee representative of as many hi-rises as possible.

The Committee meets quarterly to discuss opportunities for additional participation for all hi-rises and its members receive a stipend for attending.

The RPC is expected to spend federal funding where the largest number of residents would benefit or where there is the greatest need among individual hi-rises. Funds are PHA/RPC funds and have restrictions on the way they're used.

SECRETARY'S REPORT

Aado Perandi, PC/RPC Secretary, Wabasha, reminded everyone that a copy of the last meeting's Minutes can always be found on the Presidents Council website. Motion to approve the last meeting's Minutes was made by Melanie Fox, Montreal and seconded by Angela Graves, Hamline. The minutes from the last meeting was approved.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal gave a rundown of income and expenses for the months of July through December. Melissa then proceeded to answer questions from the hi-rise representatives.

OLD BUSINESS

No Old Business.

NEW BUSINESS

1. 2021-2022 audits of the 16 Councils. Youa Thao reported that the first half of the RPC/PHA fund will soon be released to the hi-rise resident councils that qualify. This qualification period covers September and October. To qualify, the proposed budget must be read, then posted for thirty days, and then be approved at the next council meeting. Also, the memorandum of understanding (MOU) must be approved and signed, and the election certificate completed. Finally the financial audits for September and October must

be passed. When the council gets their check, a copy should be made for their records. Resident councils should make sure that meeting minute reports and financial documents are done correctly.

The second half of the RPC/PHA fund will be released to the high-rise councils that qualify after the second qualification period which is November 2021 through June 2022. During this period all the monthly financial audits must be passed, the memorandum of understanding (MOU) must be approved and signed, vending machine contract agreement must be signed, and election certificate completed. Also, the Presidents council must pass its audit.

2. Picnic Funds. Youa Thao reported that all high-rises resident councils received their allocation of picnic funds last summer, to create a picnic event for residents of their individual high-rise. This is a onetime fund per year. If your council did not have a picnic this last summer, the picnic fund amount needs to be returned back to the Presidents council in check form. If you did have a picnic, you will need to return a filled out picnic form, return proof of picnic purchases made, and return of any unused portion of the picnic fund amount. The deadline for return of picnic fund paperwork and funds is December 31, 2021.
3. Challenge Grant. Youa Thao reported that the Challenge Grant reimburses each council up to \$425 towards health initiatives. There was also up to a \$200 reimbursement to have a yoga instructor to come on site to teach yoga to residents. Health initiatives could include exercise equipment, ping pong tables, and a health program instructor. Youa will be reporting remaining balances to each council within the next week or two. To claim the reimbursement you will first need to use your own council funds to make the purchase and then submit paid receipts plus a filled in request for RPC reimbursement form to the Presidents Council. Then the Presidents Council will determine if your purchase qualifies for the challenge grant reimbursement. If your council has already spent down their \$425 grant, they might be able to use the \$200 grant towards other health initiatives. This was done because of Covid-19. If there are any questions regarding the grants, including what may be eligible, your council should check with Youa Thao and Betsy Christensen.
4. Language Interpreter. Youa Thao reported that language interpretation encourages a more diverse participation rate in council activities and meetings. Councils can request up to a \$100 reimbursement in language interpretation from the RPC with proper documentation and receipts. To qualify, the resident council must use their own funds to pay for the interpretation, the interpreter needs to be introduced to the entire council and all residents attending must be made aware of their translating services provided. The interpretation must be available to all at the meeting, not just for some residents only.

GUEST SPEAKER

No guest speaker.

CLOSING

Youa Thao, Resident Council Coordinator, thanked everyone who attended this quarterly RPC meeting. No further RPC business was discussed or conducted and the meeting adjourned at 10:58 a.m.

Submitted by:

Aado Perandi
PC/RPC Secretary