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\*\*\* MEETING MINUTES \*\*\*

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*Minutes of the July 30, 2025, Virtual Housing Committee Meeting*

Trustees/Committee Members	Web meeting
Terrell Carter, Chair	Absent
Janice Thomas, Trustee	X
Philip Minden, Sterling Bank	X
Matt Nordmann, Gershman Mortgage	Absent
Kurt Schulte, Development Resource Partners, LLC	X

**Others Attending:**

Matt McBride, Board Counsel  
Cassandra Kaufman, Executive Director  
Susan Kabat, Controller

Dave Haasis, Clinical Partnership Director  
Alicia Lee, Executive Assistant

1. **Call to Order** – Due to the absence of Committee Chair, Terrell Carter, former MHB Trustee Phil Minden was asked to facilitate the meeting. Mr. Minden called the meeting of the MHB Housing Committee to order at 5:32 p.m.
2. **Approve minutes from August 2, 2024, Housing Committee Meeting** – Phil Minden made the motion to approve the August 2, 2024, minutes, seconded by Janice Thomas. Kurt Schulte abstained as he was not a member of the committee in August 2024. The minutes were approved unanimously.
3. **Review letter of intent from Peter & Paul Community Services** – Clinical Partnership Director Dave Haasis explained Peter & Paul Community Services' proposal to renovate two floors of a former nursing home for which the agency has site control. A total of \$500K was requested to renovate 34 rooms to include small kitchenettes creating 350 sq. ft. permanent supportive housing studio apartments. After hearing the details of the plan, the motion to invite the agency to submit a full proposal, including a budget, was made by Kurt Schulte, seconded by Janice Thomas and passed unanimously.
4. **Other Business** – There was no other business the Committee wished to discuss.
5. **Adjournment** – The motion to adjourn the meeting was made by Janice Thomas, seconded by Kurt Schulte, and passed unanimously. The meeting of the MHB Housing Committee adjourned at 5:54 p.m.

