CHARTER | AFFORDABLE HOUSING ADVISORY COUNCIL

December 20, 2024

Members

The Affordable Housing Advisory Council (council) shall consist of 12 seats with members to be chosen by the board of directors (board) of the Federal Home Loan Bank of Topeka (FHLBank) with equal representation from each state in the district determined by residence of the council member. Members must be bona fide residents of the Tenth District (district) and associated with a community or non-profit organization actively involved in providing or promoting low- and moderate-income housing or community lending in the Tenth District. A member of the council may be suspended or removed by the board for cause, as described below. Should a council member experience a change in occupation or residence that causes the member to fail to meet the eligibility requirements described herein or that impacts the council's equal representation from each state in the district, the council member may no longer serve on the council.

FHLBank will solicit nominations for membership on the council from community and not-for-profit organizations pursuant to a nomination process that is as broad and participatory as possible, allowing sufficient time for responses. The board shall appoint council members giving consideration to the diversity of low- and moderate-income housing needs and activities in the district. In appointing the council, the board shall ensure that the membership includes persons drawn from a diverse range of organizations, experience, and perspective, as further described in the Procedures for Identifying and Evaluating Candidates for Appointment to the Affordable Housing Advisory Council and Filling Vacant Council Positions. Community organizations include for-profit organizations.

Members of the council shall be appointed for a term of three years, and such terms shall be staggered to provide continuity in experience and service to the council. No council member may be appointed to serve more than three consecutive terms.

The officers of the council shall be a chair and a vice chair as elected annually by the council.

In the event of a vacancy in any member position on the council, the vacancy shall be filled through appointment by the board for the unexpired term. If any member shall cease to have the qualifications to remain a member, the seat held by such person shall immediately become vacant. Appointments for the unexpired term of a predecessor shall not count toward the three consecutive term limit.

Duties

Members must adhere to FHLBank's Code of Ethics and avoid conflicts of interest as well as the appearance of conflicts of interest.

The council shall advise FHLBank how FHLBank can better carry out its housing finance and community lending mission, including, but not limited to, advice on the low- and moderate-income housing and community investment programs and needs in FHLBank's District, and on the use of AHP subsidies, FHLBank advances, and other FHLBank credit products for these purposes. The council's advice shall include recommendations on:

- FHLBank's Community Support Program and Targeted Community Lending Plan, and any amendments thereto;
- The amount of AHP funds to be allocated to FHLBank's General Fund and any Targeted Funds and Homeownership Set-aside Programs (HSP), including how the HSP funds should be apportioned under the one-third funding allocation requirement required by §1291.12(b);
- The AHP Implementation Plan and any subsequent amendments thereto;
- FHLBank's scoring methodologies, related definitions, and any additional optional district eligibility requirements for the General Fund and any Targeted Funds;
- The eligibility requirements and any priority criteria for any HSP; and
- The requirements for any voluntary affordable housing or community lending program offered by FHLBank.

The council shall meet with and advise representatives of the board at least quarterly.

The council shall submit to the Federal Housing Finance Agency (FHFA), no later than May 1 of each year, a report analyzing the low- and moderate-income housing and community development activity of FHLBank. The report shall be prepared by FHLBank's Director of Housing and Community Development at the direction of the council.

The council shall meet with and advise the Elections Subcommittee of the board on individuals considered for independent directorships. The Elections Subcommittee will consult with the council before nominating any individual for any independent directorship.

Meetings

Regular meetings of the council shall be held at least quarterly, at such times and places determined by FHLBank. No notice shall be required for regular meetings. The chair of the council or any two members of the council may call a special meeting of the council upon not less than three days' notice to members, FHLBank, and the Mission and Governance committee. Meetings of the council may be conducted in person, via video conference or telephonically at which all members of the council attending the meeting are able to hear and be heard by all other persons so participating. Minutes of any video conference or telephone meetings of the council shall be kept in the same manner as minutes of other meetings.

At any meeting of the council, one-half of those authorized to act as members shall constitute a quorum for the transaction of business.

At all meetings of the council, business shall be transacted in such order as the council may determine. The chair of the council, or in their absence the vice chair, or in the absence of both officers, a chair pro tempore selected by the council, shall preside.

Written minutes shall be prepared for each meeting, with a copy made available to the AHAC and the board. Minutes of each meeting shall contain, among other things, a record of the persons present, a description of the matters discussed and recommendations made.

Miscellaneous

Cause for removal from the council includes and is not limited to: being associated with severely troubled projects or with projects that are unresponsive to FHLBank communications, resulting in placement on FHLBank's Punitive List; failure to attend at least two council meetings in a calendar year; engaging in activities or behavior that are, or appear to be, a conflict of interest; or engaging in criminal or otherwise disgraceful conduct, or other conduct prejudicial to FHLBank, which adversely affects the confidence in, and reputation of, FHLBank among its customers, regulators and other third parties.

FHLBank shall provide clerical and administrative support, as well as the assistance of its officers and employees, to the council as necessary.

Council members shall be paid a fee per regular meeting as follows:

AHAC Chair	AHAC Vice Chair	AHAC Member
$750.00	$600.00	$500.00

FHLBank shall reimburse members for necessary and reasonable travel, lodging and subsistence expenses incurred in attending meetings of the council.

This Charter may only be amended by the board of directors.

FHFA Reporting

AHAC meeting materials and approved AHAC minutes will be provided to the FHFA.