

**WIBOSCoC Executive Committee Meeting**

May 24, 2018

GoTo Meeting

1. Meeting was called to order at 11:03 am by Jeanette Petts
2. Parliamentarian Process –
   1. Reviewed and discussed the draft Parliamentarian Process Policy that Jeanette presented. Members agreed that they liked the simplicity of this process. Members discussed concerns wanting to make sure that we are adhering to the Articles of Incorporation of the BOS and also the Bylaws. Carrie will find and send us the Application of Incorporation for review. We will bring the Policy to the Board members before it goes out to the membership for comment.
3. Education on abstaining on decisions – update from Meika –
   1. Research indicated that everyone has the right to abstain and everyone has the obligation to vote. A member only needs to abstain where there is a true conflict – some type of benefit to what is being voted on. Everyone should always give a yes or no vote because when on a board they are acting in the best interest of the organization and you should be able to separate roles. In addition, the research conducted by Meika reads: “The rule that you should abstain from voting on matters of direst personal interest to you doesn’t apply if you’re nominated for office. If your status as a member makes you eligible for the office, you’re entitled to benefit from a vote as any other member would. So go ahead and vote for yourself, if you want to.” Goal is to create a proprietary document that includes all of the pieces necessary to run a meeting. Discussed chapter 181 WI statute for being an incorporation might want to provide board of directors a link to this to assist members who have never served on a board. Meika will continue to work on the document and present in a few weeks.
4. Strategic Planning –
   1. Jeanette reviewed “Create a Strategic Plan for your Nonprofit” that includes components and steps on how to conduct a strategic plan. Members discussed working to prepare prior to the strategic analysis component, beginning with the SWOT analysis. Millie suggested that we create a Google Document that all board members can enter ideas into.
   2. Kathleen Christensen in going to help find someone to help with board development. Discussed how to develop a plan to onboard the new board members so membership is staggered and not all board members are elected in the same year as we will implement Board Governance Option three that requires all 21 continua to have a board member beginning at the next board election in November 2018.
5. New Business –
   1. Carrie discussed the House of Mercy Grant. House of Mercy and Maryvel Turman from the Milwaukee HUD Office called Carrie today. House of Mercy needs to finish the grant year ending 10/31/2018. Concerns about timing was discussed and Maryville and Carrie came up with a plan to move forward with the 201209-20 renewal process. The RFP for this funding is due Friday – applications need to be reviewed and an applicant needs to be selected by the second week in June so that new applicant can renew the 2019-2020 grant in the FY2018 CoC Competition. Will reach out to non-funded board members for application review and selection.
   2. Discussed the score for the FY 2017 CoC Competition. BOS received 180.5 points out of 190. Members praised Carrie for her hard work and dedication to the Collaborative Application Process. We are all so grateful for the work that Carrie does to ensure that the strongest application possible is submitted each year. Carrie will send us the scores and how we compare to other WI CoC’s in Wisconsin and the Nation as soon as possible.
   3. Carrie will send Lisa the addresses for the presenters at the Quarterly Meeting last week, so Lisa can send out thank you notes.
   4. Meika discussed the need to develop a policy about regarding the supervisory structure of the BOS employees.
   5. FUP MOU’s – Carrie is meeting with several Housing Authorities in the next week. She will be the one to sign the MOU’s and once finalized let us know who the BOS has an MOU with.
6. Meeting adjourned at 12:02 pm.

Respectfully submitted,

Lisa Haen, Secretary

WI Balance of State Continuum of Care