



Board of Director's Meeting

1/23/18

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MINUTES

1. Meeting was called to order by Jeanette Petts at 1:06 pm
  - a. Members Present: Meika Burnikel, Debbie Bushman, Lori Cross Schotten, David Eberbach, Kathleen Fisher, Renee Greenland, Lisa Haen, Jeanette Petts, Don Roach, Adrienne Roach, Millie Rounsville, Susan Tucker, Alexia Wood
  - b. Members Excused: Duana Bremer, Mary Jacobson
  - c. Staff Present: None
2. Approval of Minutes 12/19/17
  - i. Motion to table the approval of the December 19, 2017 minutes by Meika Burnikel
  - ii. Second by Debbie Bushman
  - iii. No further discussion
  - iv. Motion carries
3. Approval of Finance Report
  - i. Motion to approve Finance Report by Susan Tucker
  - ii. Second by Kathleen Fisher
  - iii. No further discussion
  - iv. Motion carries
4. CVI correspondence re: Coordinated Entry
  - a. Discussion about an email between Center for Veterans Issues CVI and Jeanette regarding and a request for a letter of support for an upcoming SSVF Grant. Concerns about CVI's lack of participation in the Coordinated Entry Process were discussed.
5. Youth Homelessness Demonstration Grant

- a. HUD release the Youth Homelessness Demonstration Grant last week and Carrie asked the Board to review the NOFA. We passed on this last time it was released because it was too big. Carrie received a call from the State DCF and will have a meeting regarding writing for the grant.
    - i. Motion to approve Carrie to write the grant
    - ii. Second by Lori Cross
    - iii. Further discussion: concerns there is not enough information to approve Carrie to write the grant
    - iv. Amendment to the motion by Kathleen Fisher to give Carrie authorization to write the grant and bring it back to the board for approval prior to submission
    - v. Second by Meika Burnikel
    - vi. Motion carries
  6. Match for Planning Grant from Board time
    - a. Request was made for all board members to review the match example and complete the In-kind donation form as soon as possible. New Board members must complete the match forms from the time they started. We are also trying to get more PIT hours documented for Match.
  7. Changes to and Acceptance of Board of Directors Code of Conduct and Responsibilities
    - a. Reviewed and discussed suggested changes to the document
    - b. Motion to approve the Board of Directors Code of Conduct and Responsibilities with revisions to wording on page 3, number 6.c. as indicated in the feedback.
    - c. Second by Meika Burnikel
    - d. Further discussion – Millie Rounsville expressed concerned about her comments not showing up in the suggestions
    - e. All in favor less than those opposed
    - f. Motion fails
    - g. Further discussion about the sections on board commitments, grievance policy and support of board decisions. Concerns were addressed and issues were clarified
    - h. Motion to approve the BOD Code of Conduct and Responsibilities with revisions
- From:

In closed session, a Board member may not discuss or disclose the votes of individual Board members, or negatively characterize the positions of the Board or the points of view taken by any member of the Board.

To:

Following a closed session, a Board member may not discuss or disclose the votes of individual Board members, or negatively characterize the positions of the Board or the points of view taken by any member of the Board.

- i. Second by Renee Greenland
  - j. No further discussion
  - k. Motion carries
8. February meeting and Town Hall Meeting (Bylaws)
- a. Reviewed the Draft agenda and discussed the town hall meeting scheduled for 2/9. Carrie, Meika and Jeanette created Rules of Order and an agenda for the Town Hall Meeting on February 9<sup>th</sup>.
9. Committee Updates
- a. Discharge Planning Committee – Lori reported that they had their first meeting. Members are gathering information to be compiled. Any questions regarding deadlines that need to be met should be directed to Carrie via email.
  - b. Gaps and Needs Committee – Adrienne reported that they will be doing a presentation on the results of the needs survey. Almost met the established goal of 30 surveys per COC – some went above and beyond.
  - c. Veterans Committee – Don reported that the committee has met a few times and participation is good.
  - d. Youth Advisory Board - Meika reported that the T-shirts will be available for purchase - \$15 at the BOS February meeting.
10. New Business – No new business discussed.
11. In-person meeting – Feb 27<sup>th</sup> United Way of Marathon County, Wausau (Times? 10-3?)
- a. Don, Lori, and Debbie not able to make it.
  - b. Plan for 10 am to 3 pm
12. Meeting adjourn at 2:08 pm
- a. Motion to adjourn by Debbie Bushman

b. Second by Don Roach

c. Motion carries

Respectfully submitted by,

Lisa Haen, Secretary  
WIBOSCOC

