

Kansas Statewide Homeless Coalition Board of Director's Quarterly Meeting Minutes for January 25, 2006

BOD Members Present:

Randy Crandall, Kim Pentico, Shara Gonzales, Doug Wallace, Luella Sanders, Beth Oaks, Helen Hartnett, Rebecca Simmons, James Glenn

Others Present

Lisa Davis KSHC Coordinator

Introductions and Updates from Members

Randy announced that Brad Schmidt has resigned, due to scheduling conflicts which prevents him from participating in KSHC BOD meetings and activities. Helen reported that the National Coalition for the Homeless has listed Lawrence as the second "meanest" city. Lawrence has recently passed another ordinance. Helen stated that she and her students plan to do a survey of people who are homeless and Michael Stoops, from NCH, plans to come to Lawrence in the spring.

Review of last Quarter's minutes

The minutes of last quarter, December 1, 2005 were amended to fix two typographical errors and to change the time of scheduled quarterly BOD meetings to the correct time of 12-3:30. Motion to accept the minutes as amended was made by Helen, and seconded by Beth. Motion passed unanimously.

Treasurer's Report

Beth presented a statement of revenues and expenses to members. Money from SRS and KHRC for the 05 Summit was paid upon invoice after the summit. This year, we need to talk to SRS and KHRC to see if we can get the money up front. There is \$30,000 coming from SRS for salary and travel and KHRC will also be asked for money for salary and travel for the BoS CoC. KSHC also has money coming in from the HMIS contract with KHRC and the SHF program administration fees and interest earned. Check requests and expense reports will be changed to reflect cost center by grant. BOD members discussed the need to develop financial policies and procedures in which the BOD approves the budget, treasurer brings financial statements to BOD meetings, Coordinator's reimbursement requests approved by the Chair, need to know grant cycles, and when grants start and stop, monthly operating expenses, need budget with anticipated income and expenses. KSHC growing too fast without basic foundation. Motion to accept the treasurer's report made by Doug, seconded by Helen and motion passed unanimously. James made a motion that this year create a "skeleton" budget with anticipated income and expenses. The Chair, Treasurer and Coordinator are to put this together and have ready for the next meeting and begin 2007 budget by July, two weeks before the quarterly October meeting then the BOD will approve. Rebecca seconded and motion passed unanimously.

Report from Subcommittees

Director's Nominating Committee (Kim) - Suggestions for new members include more representation from the western counties, communities of color and diversity and to talk about terms.

Summit Committee (Luella) Luella reported that the Wichita Coalition will host the summit in 2006 and the summit committee locally would be the advocacy committee of the Wichita Coalition. Their next meeting in February 14. She stated they want to make sure that it is scheduled around other conferences, with a budget around \$15,000 and keynote speaker covered by other sources.

- Public Awareness/Advocacy Committee (Helen and Rebecca)

Strategic Planning Committee (Randy, Lisa, Luella, Beth) No draft of the final report has been received from SHN. With the award from Compassion Kansas, KSHC is eligible for services from the SHN for one more year.

NEW Business

Hiring a part-time person- Discussion was had to contract with CRC, similar to the contract with Cornerstone for the Coordinator, and use the \$4700 from the Compassion KS grant award for the personnel line item.

Motion was deferred to Executive session and to revisit hiring policy.

Conflict of Interest Policy- BOD pointed out typographical errors and made suggestions for changes.

KSHC grant up-date (SRS, Sunflower Foundation invited KSHC to submit full proposal for financial management capacity building. Compassion KS awarded, and KHRC wants to wait to discuss granting money to KSHC until after the HMIS contract signed.)

2006 Meeting Dates- Members agreed to change the quarterly BOD meetings in 2006 to the fourth Wednesday of the month from 12-3:30 PM. The next meeting dates for 2006 are July 26 and October following the Summit.

Lisa Davis
Recorder

Randy Crandall, Chair
KSHC