

Minutes for KSHC Board of Directors Meeting

May 16, 2012

Board Members Present: Chris Bailey, Donnie Grose (Phone), JoAnn Howley, Melena Levi-Kauffman (Phone), Joyce Schau, Brad Schmidt (Phone), Margene Swarts, Tate Toedman, Erick Vaughn (Phone), and Emily Wagner

Members Absent: Peg McFadden

Ex-officio Members Present: Donna Dedonder, Dani Dresslar, Becky Gray (Phone), Marion Nichols

Ex-officio Members Absent: Robert DeLeon and Beth Waddle

Staff Present: Doug Wallace

Guests: Christy McMurphy, Debbie Coan (Phone)

The meeting was called to order at the by Vice-Chair, Emily Wagner in Peg's absence.

Margene made a motion to approve the minutes from the April Board meeting as submitted. Tate seconded the motion which was approved.

Treasurer's Report – Margene provided a written treasurer's report which is attached for reference. Feedback was requested as to whether the Board needed to keep Constant Contact for which we pay a monthly fee. Doug will check into what capabilities the web site will have that might offset the need for this service. The monthly debit for this has been moved to the Envista account. Debbie Cohen was introduced via phone as our new accountant on a volunteer basis. The Board expressed their appreciation for her assistance. Margene expects to receive our quarterly reimbursement from SRS soon based on our first draw down on the contract. The Board needs to begin working on the budget for FY13 which encompasses the 2013 calendar year. Margene and Peg will talk to get this started. The Coalition current has an older desktop computer but Margene suggested we purchase a laptop for use by our Coordinator. The one previously used is a 2004 model with a cracked screen. Margene will work with Christy to see if we can purchase this equipment as the state's contracted rate which would be less than retail. The local Best Buy is also being approached about a grant. Donna offered her current laptop which is being refurbished when she purchased a new one. Chris made a motion that we authorize the purchase a laptop computer for the coordinator which was seconded by Joyce and approved.

Old Business

Coordinator Report

Peg and Donna helped Doug move into one office at CRC, storing files off site. He now has an email account. The individual who had been handling our web site took the administrative password to our domain with him so it was a process taking care of this. The office phone had to be reprogrammed as well by the technician as it was set up to go directly to voice mail. The number remains the same.

Doug reported the Point-In-Time Count (PIT) and Housing Inventory Chart (HIC) were submitted to HUD via HDX on May 3 which was 3 days after the April 30 deadline. Dani, Doug and Joyce had to spend a great deal of time cleaning up inconsistencies, calling agencies for missing PIT info, etc. We are already planning the 2013 count which will include sheltered and unsheltered individuals. There will be a revised paper survey for the HIC. We will continue to use survey monkey for the PIT. The committee will meet on July 11 following the monthly BoS CoC meeting. Regional coordinators have been invited to get them on board for the process.

The 2012 HIC showed a decrease of 15 emergency shelter beds. Transitional housing beds increased as did permanent supportive housing beds. Some of this change is due to clarifying how to report programs, i.e. some beds moved from emergency shelter to transitional housing (VA Dom). Doug will send out the reports to the Board and post them on the web site. The Continuum's average utilization rate was 30% for emergency shelter. Doug shared his concern about how HUD will look at this in relation to what we have reported as our unmet need in that category. Outreach to shelters to get more accurate numbers is needed. We need to compare MAAC shelter data with PIT numbers to see how much discrepancy there is. Many DV shelters did not participate in the count. We are going to outreach to them before next year to see if we can work something out that will give them comfort in reporting their numbers while protecting their residents.

We only did a sheltered PIT count in 2012. The number of homeless persons decreased from 2011 to 2012 in emergency shelter and increased in transitional housing. Part of this was the result of the reclassification of the VA domiciliary beds from emergency shelter to transitional housing.

Donna expressed appreciation for the efforts put forth on this process.

Preparations are already beginning for the 2012 NOFA. Doug is going to all regional meetings to get acquainted with all of the stakeholders. He is working on scheduling all sub-committee meetings. By June he will have a better understanding of how the CoC functions. We still need coordinators in the Northwest and North Central regions and Doug is working on recruitment efforts at this time. He is meeting in Salina with stakeholders there on June 7 including the community's shelter director. Board members are invited to attend and/or send notice to stakeholders in the region that should be included. There has been no progress yet in mobilizing the Northwest region. We are still trying to identify stakeholders there.

Margene reported that she has stepped down and Dani up as Regional Coordinator for Douglas County.

Doug shared our score from the 2011 Exhibit 1 was 75.5 out of 100 possible. The full report is attached to the minutes. In many areas we scored above the national average. HUD's debriefing webinar was informative regarding direction for the future. It emphasized that as the CoC Lead we should be monitoring the performance of our grantees, looking at both goals and fiscal management, i.e. leaving money on the table. Aggie mentioned this at the Annual Summit. We have asked HUD to give us guidance as to how far we as a continuum can go in requiring grantees to provide grant specific information. Chris suggested we create this agreement now in

advance of the next competition and let the grantees take to HUD concerns if they have them. He will work with Joyce on an agreement to present to the board in June. Emily has asked HUD for her programs to be monitored. We offered to make her the Coalition's next visit. How involved grantees should be involved in the process was discussed. The Manhattan Social Service Advisory Board recruits grantees as labor on monitoring team. Joyce reported Doug has been added to HDX and esnaps. A letter will be submitted to HUD to request that he be the new CoC Lead.

Christy left the meeting as the Board discussed the SRS RFP for the Supportive Housing Funds used to provide housing assistance to persons through the mental health centers. The contract allows up to 2% for administrative fees. As this contract is for \$535,714, that would amount to \$10,714. In the past the mental health centers submitted requests to KSHC which we contracted with CRC to process and forward on to the accountant who made electronic fund transfers to the mental health centers. CRC estimated that expense would be \$9,000 a year, half of that if they held the bid and contracted with someone who is part time w/o benefits. They are considering bidding on their own or would partner with us. Margene has run some numbers looking at the 13 points of service required which she shared with the Board. We feel that our efforts would be better spent looking for other grant opportunities. Brad made a motion which was seconded by Joyce, that we not submit a bid. This was approved.

CoC Report – Dani shared that the monthly CoC meetings now include a grantee update report which is an opportunity for grantees to share information about their program, how they operate, best practices, etc. A schedule has been set up for the year. We will ask them to report on APR outcomes in the future. Doug covered sub-committee upcoming meetings - NOFA – May 31st; HMIS – June 7 in Hutchinson; PIT – July 11 after the CoC meeting. Emily will go to the next BHOC meeting. The Board discussed the need to look at an HMIS Committee which would include an evaluation of our current HMIS arrangement with KHRC. Doug will visit with Aggie to clarify questions the Board had about the implementation of our HMIS activities.

Board Membership – Joyce sent around an outdated roster for corrections and additions of new members. The roster will be mailed out for those not present to review. Debbie nominated Heather Davis, Healthcare and Homeless Veterans Coordinator with the Topeka Colmery-O'Neil VAMC, to fill an open board position. Doug shared she has been very active with the Shawnee County Homeless Task Force. Chris made a motion to elect Heather to the Board which was seconded by Margene and approved. Peg will send out orientation information.

Summit Update -Marion passed out a summary report which is attached to the minutes. Total attendance was 156 which included five homeless individuals. Only 61 evaluations were returned with very positive overall comments. Marion will be compiling a report for review in the future. Suggestions included having a longer summit, an evening reception, and offering workshops more than once. Our total expense was \$8,264.77. Margene will work with Christy on the SRS contract which funding the Summit and coordinator activities. All funds must be spent by June 30. We may be able to purchase our laptop with funds left over from the Summit.

Next year's summit committee is being formed. The Hilton in Manhattan is interested but Emily is doubtful they will provide any services free to us. As we haven't been in the Southeast region

recently, Becky was asked if she thought her stakeholders would be interested in hosting next year. She thought they would but she would need to speak with her supervisor about taking on the lead role. She felt Pittsburg State University would be a good venue. Becky will follow up with Peg and Doug. We would want to hold the Summit in April.

New Business

By-laws Amendments - Peg had previously sent out proposed by-law changes.

#1 **Article V Section 5.6 Treasurer** - currently reads as follows: The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Corporation; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the Chair of the Board or by the Board of Directors. The Board of Directors can empower the Treasurer or a designated board member/staff to sign checks (make purchases/payments with the corporate debit/credit card) for expenditures approved in the annual budget. The Treasurer must obtain board approval for purchases not to exceed \$600.00 each to carry out the business of the Corporation not included in the approved budget.

The Proposed Amendment was to change the by-law as follows: The Board of Directors can empower the Treasurer or a designated board member/staff/volunteer to sign checks (make purchases/payments with the corporate debit/credit card) not to exceed \$1500.00 to carry out the regular business of the Corporation. If amount exceeds \$1500.00, the KSHC BOD will be notified.

After discussion a motion was made by Joyce, seconded by Emily, and approved by the Board to amend the by-laws as follows:

Article V Section 5.6 Treasurer: The Treasurer shall have charge and custody of, and be responsible for, all funds and securities of the Corporation; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the Chair of the Board or by the Board of Directors. The Board of Directors can empower the Treasurer or a designated board member/staff to sign checks (make purchases/payments with the corporate debit/credit card) for expenditures included in the approved budget to carry out the regular business of the Corporation. Payment for expenditures over \$600 that are not in the approved budget must be approved by the Board.

2. Proposed Amendment to Rewrite KSHC Admission to Membership

Article III Section 3.2 Admission to Membership currently reads as follows: Any interested person, agency, business, or organization may become a Member of the Corporation by completing an application and submitting it to the Secretary as well as paying annual dues. Membership shall continue until a Member fails to pay the annual dues/makes arrangement for dues to be waived (see Section 3.4 below) or, resigns or dies.

Proposed Amendment: Any interested person, agency, business, or organization may become a Voting Member of the Corporation by completing an application and submitting it to the Chair as well as paying annual dues of \$25.00, with a waiver due to a hardship, to be determined by

the KSHC BOD's. Due amount may be changed by a majority vote of the members. Continued membership is contingent upon being up-to-date on membership dues. Reminder of Membership dues shall be sent out by the Board Secretary each year in January. Membership to the KSHC is open to anyone interested, all year long, with new members allowed to become an active Board member at the next available meeting. Orientation to be determined by the KSHC Board Chair.

Margene made a motion that we table this proposal until the Board further evaluates membership including fine tuning our election process for the Board of Directors. We also need to look at when board terms begin. Tate seconded the motion which was approved.

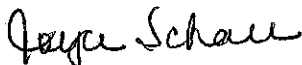
Margene made a follow up motion that new Board members elected at the April Summit have terms that begin May 1, 2012 and expire June 30, 2015. Joyce seconded the motion which was approved. Joyce will work with Doug to update the spreadsheet with information on Board members, the region they are from, whether they represent public or private organizations, etc.

Doug asked that we approve his obtaining a company credit card for official business such as car rentals, etc. Section 11.2 of the By-laws would need to be amended. A \$1,000 limit was suggested. Margene made a motion that as the treasurer she be authorized to work with Doug to obtain a company credit card with a \$5,000 credit limit to be used for budget approved expenses up to \$1,000 per transaction. Tate seconded the motion which was approved by the Board.

Doug announced he has entered KSHC as a business with Enterprise Rent-A-Car which gives us a 5% discount on all rentals. This same discount is available nationwide to any member of KSHC. He has an account code that he will make available upon request.

The meeting was adjourned at 12:30 p.m. The next meeting will be June 20 at the Topeka Public Library in the Anton Room.

Respectfully submitted by,



Joyce Schau, Secretary

Attachments: May Treasurer's Report
HUD CoC Exhibit 1 Scoring Report
Annual Summit Summary Report

CoC Name: Kansas Balance of State CoC
 CoC Number: KS-507
 High Score: 90.25
 Low Score: 44.5
 Median Score: 74.22
 Funding Line: 65

The below chart indicates the maximum amount of points available for each scoring category and the actual score a CoC received.

Scoring Category	Maximum Score (Points)	CoC Score (Points)
<i>CoC Housing, Services, and Structure</i>	14	13
<i>Homeless Needs and Data Collection</i>	26	18
<i>CoC Strategic Planning</i>	22	19.75
<i>CoC Performance</i>	32	20.75
<i>Emphasis on Housing Activities</i>	6	4
Total CoC Score	100	75.5

Competition Summary:

- More than \$1.67 billion was awarded to an unprecedented number of local programs.
- There was a two-tiered award process. The Fiscal Year (FY) 2011 renewal awards were announced December 20, 2011 and the new awards were announced on March 13, 2012.
- A project application (Exhibit 2) was required for both new and renewal projects. Renewal project applicants were only required to verify basic project and budget information, select the grant term, and certify the request of renewal. All renewal projects within the CoCs that met project quality and threshold requirements received one year of funding according to the finalized renewal amount on the CoC's Grant Inventory Worksheet (GIW). New project applicants had to complete the project application in its entirety in order to be considered for funding.
- The FY2011 application included questions regarding educational assurances that will be required under the HEARTH Act for both CoC and project applicants. CoCs were to provide information on current efforts and policies that exist within the CoC that consider the educational needs of children and families along with long-range plans to ensure school-aged children are connected to education and educational services. CoCs were scored on these questions in the FY2011 CoC competition. Project applicants were to indicate if they have policies and practices that are consistent with, and do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act and demonstrate that programs provide housing or services to families have a staff person designated to ensure children are enrolled in school and connected to the appropriate services within the community.
- CoCs continue to take advantage of the Permanent Housing Bonus category to increase the permanent housing stock. However, some CoCs exceeded the amount available for the bonus project(s) which resulted in the request being reduced accordingly.

- CoCs did a great job utilizing the Hold Harmless Need Reallocation in the FY2011 CoC competition with a mixture of projects for new permanent housing and expansion for HMIS. Some of the project applications requested a higher amount of funding for new reallocated projects that resulted in the requested amounts being reduced.
- Renewal project budgets were expected to match the HUD-approved FY2011 Grant Inventory Worksheets (GIWs). SHP budgets that requested more funding than approved on the HUD-approved GIW were reduced to bring in line with the approved ARA (Annual Renewal Amount). Similarly, S+C budgets were held to unit mix approved in the GIW.
- The minimum score to receive new funding projects was 65.

Points to Consider:

- Changes are made to the NOFA on an annual basis. The categories and scoring issues discussed in this debriefing apply specifically to the FY2011 competition.
- Language in the NOFA and CoC Application (Exhibit 1) and project applications (Exhibit 2) may place more emphasis, or less, on certain sections than previous years.
- All application forms in *e-snaps* are important and should have been filled out completely and accurately in order to receive full credit for the answers. Although CoCs were able to import data from the FY2010 application in the FY2011 competition, CoCs and project applicants were instructed to ensure that any information brought forward was still relevant in this competition. Questions may change from year to year and it is the responsibility of the CoC and project applicants to ensure that all questions are fully addressed. SNAPS provided detailed instructions with the applications in *e-snaps* and training materials on the Homeless Resource Exchange (www.hudhre.info) to ensure the ability to accurately complete both exhibits.
- In FY2011, HUD continued to score CoCs on a 100 point scale. The scoring criteria changed very little from FY2010 competition to the FY2011 competition.
- CoCs that did not request new project funding did not receive a score for housing emphasis or leveraging as these were only based on eligible new project requests.
- For SHP renewal requests that exceeded the approved Annual Renewal Amount(s) (ARA) on the GIW, the budget line items were reduced accordingly. S+C renewal requests that exceeded the approved unit mix on the GIW were reduced accordingly.
- Project applicants, both SHP and S+C, that requested less funds or units than what they were eligible for received the lesser amount and will not be able to apply for the approved ARA or units in future competitions.
- Project applicants were required to give a project description on page one of the Exhibit 2 application. The project description should have been specific and detailed for the project being proposed.
- New Exhibit 2 applications that exceeded the Final Pro Rata Need, Hold Harmless Need, or Permanent Housing Bonus amount were reduced accordingly.
- New Exhibit 2 applications that requested an amount that was completely outside their Final Pro Rata Need were rejected.
- If a project was reduced to the point where it was not enough to fund 1 unit or serve 1 person in the project, the reduced project was rejected.

FY2011 Point Structure:

For the FY2011 CoC Competition, HUD awarded up to 100 total points for all five scoring categories: CoC Housing, Services and Structure, Homeless Needs and Data Collection, CoC

Strategic Planning, CoC Performance, and Emphasis on Housing Activities. A detailed explanation of each category is provided below to assist your continuum in its self-evaluation

Part I: CoC Housing, Services, and Structure—14 total points

This section scores CoCs based on the extent in which its application demonstrated:

- The existence of a coordinated, inclusive, and outcome-oriented community process;
- A process that includes nonprofit organizations, state and local governmental agencies, public housing agencies, youth providers, housing developers and service providers, school systems, law enforcement, hospital and medical entities, funding providers, private businesses and business associations, jurisdictional ten-year planning bodies, and homeless or formerly homeless persons;
- A process in place to achieve fair and impartial project review and selection, with representation and input from diverse stakeholders;
- A well-defined and comprehensive strategy developed to address the components of a CoC system, and that the strategy has been designed to serve all homeless subpopulations in the community; and
- That a CoC has created, maintained, and built upon a community-wide inventory of housing and services for homeless families and individuals; identified the full spectrum of needs of homeless families and individuals; and coordinated efforts to fill gaps between the current inventory and existing needs.

Summary of CoC Results on Part I:

- Most CoCs submitted their Housing Inventory Count (90%) and Point-in-Time Count (89%) successfully via the Homelessness Data Exchange (HDX) website by the May 31, 2011 deadline.
- Although HUD encourages the primary decision making group to meet at least monthly, almost all CoCs met at least quarterly.
- Most CoCs did a good job of only identifying CoC Committees, Subcommittees and Workgroups that are involved in CoC-wide planning activities.
- Although there is no minimum to the number of member organizations that a CoC can identify, CoCs are scored based on the level of involvement of those organizations included in this section. Therefore, CoCs should be sure to only include those organizations that are actively involved in the CoC-wide planning process.

Part II: Homeless Needs and Data Collection—26 total points

This section scores CoCs based on the extent in which its application demonstrated:

- An understanding of the number of homeless individuals and families within the CoC and their needs, including an accurate and timely count of sheltered and unsheltered homeless persons. The frequency and methods used to conduct the point-in-time count of sheltered, unsheltered and subpopulations were considered;
- Progress in the implementation and operation of an HMIS, including data quality and usage, bed coverage (excluding domestic violence providers), Data Standards compliance and HMIS training;
- AHAR participation as assessed by the number of table shells included in the FY2010 and FY2011 AHAR. It was not a requirement that CoC-wide data be used; table shell data from at least one jurisdiction within the CoC qualified as the entire CoC as participating in AHAR. The greater the number of table shells used in the FY2010 and/or FY2011 AHARs, the higher the CoC's score; and
- Ten (10) CoCs were identified as Extremely High Needs Communities and received 2 points

Summary of CoC Results on Part II:

- The majority of points in this section were devoted to those questions about HMIS.
- Although most CoCs indicated an HMIS implementation date prior to October 2006, most CoCs demonstrated low bed coverage on one or more of the housing types. CoCs should strive to have 50 percent or more bed coverage for each housing type within the CoC.
- Many CoCs lost points for not participating in either the FY2010 or FY2011 AHAR.
- CoCs lost points for having a high percentage of null or missing values.
- HUD required a point-in-time count in FY2011; the last required point-in-time count was FY2009. CoCs should have submitted the PIT results by the May 31, 2011 deadline and fully answered the questions in the CoC application. As a reminder, HUD continues to encourage CoCs to conduct annual point-in-time counts. CoCs were asked to describe methods used to collect data on sheltered and unsheltered populations and subpopulations.
- Failure to address each question separately resulted in a loss of points. Responses should have demonstrated consistency with HUD's point-in-time guidelines. CoCs are reminded to read each question separately, as some questions may appear to be similar but may ask for distinct information. For example, 2I. specifically asked about sheltered populations and sub-populations while 2L. specifically asked about unsheltered populations and sub-populations. CoCs cut-and-paste the same response for all both questions, which was not acceptable as the narrative had to reflect the specific question asked. Also, a number of CoCs did not indicate if there was an increase or decrease or no change in the count outcomes from the previous count (2009 to 2011 or 2010 to 2011) and/or did not describe the factors that may have resulted in the increase, decrease, or no change for both the sheltered and unsheltered populations.

Part III: CoC Strategic Planning—22 total points

The extent to which a CoC's application demonstrated:

- The existence of, and alignment with, a performance-based 10-year strategy for ending chronic homelessness that establishes specific action steps to achieve the five objectives indicated in the NOFA;
- The Continuum's progress in working with the appropriate local government entity to develop and implement a discharge policy for persons leaving publicly-funded institutions or systems of care;
- The Continuum's coordination with HPRP and other ARRA-funded programs as well as how CoCs are addressing the homeless veteran population and the homeless youth population;
- How CoCs coordinate with education agencies to ensure children in homeless families receive the same educational opportunities as other children; and
- The demonstration of leveraging funds requested under the FY2011 NOFA with other resources, including private, other public and mainstream services and housing programs for proposed projects and ongoing efforts.

Summary of CoC Results on Part III:

- Overall, failure to read and follow all instructions and training materials that were provided for this competition resulted in a loss of points in each section of Part III.
- For the CoC Strategic Planning Objectives, many CoCs responded to the narrative questions by restating the objective. CoCs should have provided their local planning objectives, along with timeframes, indicating the steps created to reach each stated. Objectives 2, 3, and 4 address only HUD CoC-funded projects.
- Despite examples on the Exhibit 1 Detailed Instructions, many CoCs miscalculated their "Proposed Numeric Achievements" for each benchmark. CoCs were expected to

show cumulative increases for Objectives 1 through 4 and a cumulative decrease for Objective 5.

- In this competition, many CoCs improved their overall discharge planning narrative scores by providing a clear description of the policies and procedures that were either being developed or already in place. However, many CoCs failed to clearly identify the stakeholders and/or collaborating agencies that ensure persons being discharged from publicly-funded institutions are not being discharged into homeless situations. Finally, many CoCs did not provide specific examples of "Where" persons move to upon discharge (e.g., non-McKinney-Vento funded housing).
- Most CoCs indicated a high level of coordination with other planning efforts, specifically with the local HPRP initiative and other ARRA-funded initiatives in their areas. However, in many cases, the narrative responses did not fully explain how the CoC was collaborating with these other initiatives.
- Most CoCs were able to describe their current efforts to combat homelessness among veterans providing specific information about the organization who work with this population, how the effort is consistent with the CoC strategic plan, specific goals and future plans.

Part IV: CoC Performance—32 total points

For this section, CoC Performance was measured based on the CoC's progress in reducing homelessness, including chronic homelessness, as follows:

- The CoC completed the action steps proposed in the FY2010 competition and met or exceeded proposed achievements;
- The CoC has increased the number of permanent housing beds for the chronically homeless and made progress toward eliminating chronic homelessness;
- CoC-funded transitional housing program participants' success in obtaining permanent housing per the most recent Annual Performances Report (APR);
- CoC-funded permanent housing program participants success in maintaining housing per the most recent Annual Performance Report (APR) for all projects within the CoC;
- The extent in which project participants in CoC-funded, non-HMIS, programs successfully became employed and gained access to mainstream programs;
- SHP New Construction and Rehabilitation projects within the CoC have policies and practices in place to hire, or have hired, low- and very-low income employees and subcontractors under Section 3 of the Housing and Urban Development Act of 1968; and,
- Projects within the CoC incorporate energy-efficiency measures in the design, construction, rehabilitation, and operation of housing or community facilities.

Summary of CoC Results on Part IV:

- For achievements, CoCs were scored based on how they performed in comparison to the proposed achievements indicated in their FY2010 application and the extent in which they met HUD's objectives. CoCs that did not submit an application in the FY2010 competition were not expected to have data in this section. CoCs that did not meet proposed numeric achievements were able to provide an explanation as to why goals were not met. However, there were a number of CoCs that either failed to provide an explanation or the narrative provided was non-responsive in addressing why the FY2010 achievements were not achieved.
- Most CoCs did well in addressing participation and enrollment in mainstream programs.

Part V: Emphasis on Housing Activities —6 total points

Emphasis on Housing Activities was only scored on eligible new project requests; this included those new projects created under the Hold Harmless Reallocation process.

- Points were awarded based on the relationship between new funds requested for housing activities and new funds requested for supportive service activities.
- Housing activities included all approvable requests for funds for rental assistance and approvable requests for acquisition, rehabilitation, construction, leasing and operations when used in connection with housing.
- HMIS costs and administrative costs were excluded from this calculation.





**KANSAS STATEWIDE
HOMELESS COALITION**

Safe, appropriate and affordable housing for Kansans

To: KSHC Board of Directors
Subject: Treasurer Report, April 2012
Date: May 16, 2012

Attached are account summaries (with the account number illegible) from Envista Credit Union and The Fidelity Banks. KSHC holds two accounts with Envista. There is a Business Share account with a balance as of 4-30-12 of \$5.08 and the Premier Plus Checking which is the primary operating account for KSHC. The balance of this account was \$17,932.65 as of 4-30-12. Expenses include Summit expenses, KSHC payroll, and the Cox Communication bill. Deposits are Summit registrations and vendor fees.

Using the Envista Premier Plus Checking account, between 5-1-12 and 5-15-12, checks/debit card expenses totaling \$1,990.95 have been drawn (Summit expenses) and deposits totaling \$3,634.73 (Summit registrations, silent auction and Account Dividend) have been made. The balance as of 5-15-12 is \$19,576.43 for the Premier Plus Checking and remains \$5.08 for the Business Share account.

A report regarding the Summit will be provided by Marion Nichols and a final accounting of the Summit will be available for the June KSCH meeting.

The Fidelity Banks accounts consist of a Free Business Checking and Commercial Checking account. The accounts have not yet been closed as the Constant Contact automatic debit needed to be moved to the Envista account. That has been accomplished and as of 5-15-12, the balances of The Fidelity Banks are \$392.67 for the Commercial Checking and \$37.30 for the Free Business Checking account.

Efforts remain underway to provide more transparent reports of KSHC financial activities and future Treasurer Reports will include a detailed account of KSHC budget information and documentation as well as banking activities.

Margene K. Swarts, Treasurer
KSHC Board of Directors



KS HOMELESS COALITION Business
 MARGENE K SWARTS
 ROBERT T TOEDMAN
 501 SE JEFFERSON STE 30
 TOPEKA, KS 66607

Account Number Starting Date Ending Date
 04/01/2012 04/30/2012

[Printable Version](#)

SHARE ACCOUNT 1 BUSINESS SHARES

Download: [CSV](#)

[Reconcile](#)

DATE	DESCRIPTION	AMOUNT	BALANCE
	PREVIOUS BALANCE		\$5.08
	NEW BALANCE		\$5.08

SHARE ACCOUNT 9 PREMIER PLUS CHK

Download: [CSV](#)

[Reconcile](#)

DATE	DESCRIPTION	AMOUNT	BALANCE
	PREVIOUS BALANCE		\$19,282.88
04/02	Deposit	\$25.00	\$19,307.88
04/09	Deposit	\$110.00	\$19,417.88
04/09	Withdrawal Check #1228 Trace: 09801949	-\$500.00	\$18,917.88
04/09	Withdrawal Check #1229 Trace: 09803620	-\$1,000.00	\$17,917.88
04/11	Withdrawal Check #1227 Trace: 03465578	-\$95.58	\$17,822.30
04/18	Withdrawal Check #1230 Trace: 03620100	-\$99.00	\$17,723.30
04/20	Deposit	\$375.00	\$18,098.30
04/20	Withdrawal CF427 COXCOMM-BILLPAY	-\$91.38	\$18,006.92
04/26	Purchase POS 323505552998 BEST WESTERN HOTELS EL DORADO KS 04/24 REF# 41527 Card# ****2339	-\$76.52	\$17,930.40
04/30	Deposit Dividend APY 0.150% APYE 0.150% (04/01/2012 - 04/30/2012)	\$2.25	\$17,932.65
	NEW BALANCE		\$17,932.65

DRAFTS IN SEQUENCE ORDER

DATE	DRAFT	AMOUNT	DATE	DRAFT	AMOUNT
04/11	1227	-\$95.58	04/09	1229	-\$1,000.00

04/09 1228 -\$500.00 04/18 1230 -\$99.00

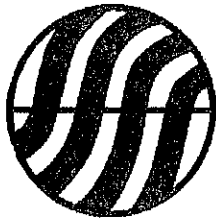
STATEMENT SUMMARY

Total Dividends This Year:	\$16.71	Total IRA Dividends:	\$0.00	Total Finance Charges:	\$0.00
Dividends Withheld Year to Date:	\$0.00	Dividend Penalties Year to Date:	\$0.00		

Account Summary for

Shares

	Description	Avail. Balance	Current Balance
1	BUSINESS SHARES	\$0.08	\$5.08
9	PREMIER PLUS CHK	\$19,576.43	\$19,576.43
	Total	\$19,576.51	\$19,581.51



Fidelity State Bank & Trust Co. - PO Box 1737 - Topeka, KS 66601
MEMBER FDIC

The Fidelity Banks

Fidelity State Bank & Trust Co.

<i>Main Bank</i> 600 S Kansas Ave. 295-2100	<i>Gage Center Bank</i> 1241 SW Gage 228-8400	<i>Southwest Bank</i> 3835 SW 29th St 228-8420	<i>Westridge Bank</i> 5926 SW 21st 228-8440
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KANSAS STATEWIDE HOMELESS COALITION
501 SE JEFFERSON ST STE 30
TOPEKA KS 66607-1173

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 * 90 YEARS OF RESPONSIBLE PRACTICES. *
 * *
 * LET US PROVIDE RESPONSIBLE SOLUTIONS TO YOUR BANKING NEEDS. *
 * *
 * WESTRIDGE-5926 SW 21ST - 785-228-8440 - AMBER OR ASHLEY *
 * GAGE CENTER-1241 SW GAGE - 785-228-8400 - LORI OR CHRIS *
 * SOUTHWEST-3835 SW 29TH - 785-228-8420 - LACY OR STEPHANIE *
 * MAIN BANK-600 S KANSAS AVE - 785-295-2100 - BRIAN OR DEBBIE *
 * *
 * BEGINNING 12-31-10 THROUGH 12-31-12 ALL NON-INTEREST BEARING *
 * TRANSACTION ACCTS ARE FULLY INSURED REGARDLESS OF THE *
 * BALANCE OF THE ACCT AT ALL FDIC-INSURED INSTITUTIONS. THE *
 * UNLIMITED INSURANCE COVERAGE IS AVAILABLE TO ALL DEPOSITORS *
 * INCLUDING CONSUMERS, BUSINESSES, AND GOVERNMENT ENTITIES. *
 * THIS UNLIMITED INSURANCE COVERAGE IS SEPARATE FROM AND IN *
 * ADDITION TO THE INSURANCE COVERAGE PROVIDED TO A DEPOSITOR'S *
 * OTHER DEPOSIT ACCTS HELD AT AN FDIC-INSURED INSTITUTION. *

COMMERCIAL CHECKING

ACCOUNT NO	
STATEMENT DATE	04/30/2012
LAST STATEMENT DATE	03/30/2012

0

STATEMENT PERIOD

PREVIOUS BALANCE	422.67	# OF DAYS-STMT PERIOD	31
0 DEPOSITS/CREDITS	0.00		
1 CHECKS/WITHDRAWALS	30.00	AVERAGE BALANCE	411.06
ENDING BALANCE	392.67		
TOTAL SRV CHG TODAY	0.00	YTD INTEREST	0.00

WITHDRAWALS

DATE	DESCRIPTION	AMOUNT
04/19/12	POS PYMT 04-18 CTC*CONSTANTCONTACT.COM 866-2892101, MA RECURRING DEBIT	30.00

DAILY BALANCE SUMMARY

DATE	AMOUNT	DATE	AMOUNT
04/19/2012	392.67		



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MEMBER FDIC

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Fidelity State Bank & Trust Co.

<i>Main Bank</i>	<i>Gage Center Bank</i>	<i>Southwest Bank</i>	<i>Westridge Bank</i>
600 S Kansas Ave.	1241 SW Gage	3835 SW 29th St	5926 SW 21st
295-2100	228-8400	228-8420	228-8440

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FREE BUSINESS CHECKING

ACCOUNT NO	
STATEMENT DATE	04/30/2012
LAST STATEMENT DATE	03/30/2012

0

STATEMENT PERIOD

PREVIOUS BALANCE	37.30	# OF DAYS-STMT PERIOD	31
0 DEPOSITS/CREDITS	0.00		
0 CHECKS/WITHDRAWALS	0.00	AVERAGE BALANCE	37.30
ENDING BALANCE	37.30		
TOTAL SRV CHG TODAY	0.00	YTD INTEREST	0.00

Kansas Statewide Homeless Coalition

2012 Summit

HOMELESS IN THE HEARTLAND

147 registrants including 3 professional scholarships (2 hotels, 1 non hotel) and 5 homeless scholarships.

8 students from Developmental Psychology attended one workshop each

1 Developmental Psychology teacher/member of summit planning committee

156 attendees

Evaluations were received from 61 attendees.

Evaluations have been very positive. Suggestions have included having a longer summit, having a reception in the evening, providing workshops more than once.

Total Expense- \$8,264.77

0

0

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