

**Minutes for KSHC Board of Directors Meeting**

**January 15, 2014**

**Topeka, KS**

*Board Members Present:* Heather Davis, Donnie Gross (phone), Jay Preston, Joyce Schau, Brad Schmidt (phone), and Tate Toedman (phone)

*Board Members Absent:* Chris Bailey, Erick Vaughn, and Jill Wheeler

*Ex-Officio Members Present:* Dani Dresslar (phone), Joyce Stockham (phone), and Beth Waddle

*Ex-Officio Members Absent:* Emily Wagner

The meeting was called to order by Joyce Schau, Chair at 10:15 a.m.

The minutes from the December Board of Directors meeting were reviewed. Jay made a motion to approve. Heather seconded the motion, which passed.

**Treasurer's Report**

Jay reported we had received the KDADS reimbursement. Jay, Tate, and Joyce were added as signers on the KSHC bank account.

Joyce outlined recommended changes to the proposed financial policies and procedures which had been tabled at the December meeting. Heather made a motion to approve the policies with the changes. Jay seconded the motion which passed.

Joyce shared that while The Salvation Army was working out the details for the request for an exemption to the conflict of interest posed by KSHC contracting with the agency for Tyler Rasmussen's time, another option presented itself. Melena Levi-Kauffman is leaving the Kansas Coalition Against Sexual and Domestic Violence and will be moving to Texas at the end of March. She has expressed an interest in working for KSHC until her departure. As she previously served on the KSHC Board and has been involved in the Point-in-Time Count along with other endeavors, it was felt she would be a good candidate. Heather made a motion to enter into a Memorandum of Understanding with her at the rate previously paid to the Coordinator through the end of February. Brad seconded the motion which passed. Joyce will contact Melena to confirm the arrangement.

The Board retreat was confirmed for March, 10:00 a.m. to 3:00 p.m. in Topeka. The March meeting was to be held in Emporia but it was felt that Topeka would be a better location. The February meeting will be in Emporia. The April Board meeting will occur at the Annual Summit at a time to be determined later. The schedule for the remainder of the year will remain the same.

Joyce shared that the Kansas Housing Resources Corporation has approved KSHC for a \$3,000 Community Services Block Grant to support the Annual Summit. Joyce has signed the necessary paperwork.

Brad, Joyce Stockham, Doug Wallace, and Joyce initially met to discuss the award which is to be presented in honor of Marion Nichols at the Annual Summit. Dale Tower is working on this as well. Doug had sent out draft language prior to his departure. Brad will take the lead on this project.

Information on the first art contest as a component of the Annual Summit has gone out to the list serve. Tate has forwarded it to all School District Homeless Liaisons. He will follow up with Doug. Information should be sent to community mental health centers as well. We need to finalize how the submissions will be judged and what prizes will be awarded. March 14 was to be the deadline for submitting art work.

Chris Bailey had indicated he will be resigning from the Board effective in February 2014. He has suggested a replacement, Jill Jacoby, Executive Director of the Manhattan Area Housing Partnership. Joyce will follow up with her.

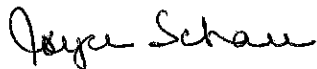
As the HUD NOFA Continuum of Care application nears the deadline of February 3, the Board discussed how the recommendation from the Ranking and Review Committee would be handled. Only Heather, Tate, Chris, and Erick have no conflict of interest. The Committee will be instructed to send their recommendation to Erick who will facilitate approval on behalf of the Board. He will also handle any appeals that are submitted.

HUD has executed the agreement for the planning project. It was determined that due to the staffing challenges KSHC would not start the project until April 1, 2014. This will mean we do not need to reapply for the funds in this year's competition.

Erick and Heather agreed to work on job descriptions for the Executive Director and BoS CoC Coordinator. They hope to have this completed by January 31 for Board approval.

Jay made a motion to adjourn; Tate seconded the motion, which passed. The meeting adjourned at 11:02 p.m.

Respectfully Submitted by,



Joyce Schau, Chair