1. **Call to Order**
2. **Roll Call-Present: Matt, Hilary, Michael B, Dan, Aric (left at 9:43am), Cara-phone, Christy, Greg, HeatherB-G- phone**
3. **Approval of Minutes**
	* Nov 2019 Minutes need to be edited to reflect that Precious Stargell Cushman called in at Nov board meeting. Edited HBG to Heather’s full name.
	* Aric motion and Michael second
4. **Public Comment**
5. **Director Highlights**
	* New Staff structure working well, staff to attend HUD in January
	* Open Office position, part-time
	* Ask for Board attendance at:
		+ December meeting 12/18/19 at Central Library
		+ December 21 Homeless Person Remembrance Day
			- Walk with Banner with Memorial and Hot Chocolate Bar at Library
				* Flyers out by Monday and on Website
		+ December 12 Council Meeting – For Tenant Bill of Rights
			- Matt- Would be open to writing a policy/statement for Board to have a voice regarding tenant bill of rights
				* Greg- Believes it would be helpful for meeting with Mayor

Should take a greater lead in these conversations

* + - * Will circulate the bill and need to read within next 10 days
				+ Respond with Approve/Disapprove and why
				+ Will then take the reports
				+ HBG-Happy to support, Visseno group 100% supports
				+ MB- we need to have a more coordinated effort other than press release, i.e. letters to council members, etc.
				+ Would like to bring in council members who are for/against into board meeting
	+ Meeting with Mayor later this month
	+ Working with Goodwill to help get employment piece pushed out in our community
	+ Working with an agency that houses individual with Human Trafficking to continue conversations surrounding
1. **Committee Reports**
	1. Executive
		* Treasurer Report
			+ Financials ; Just *If* you are asked: LOC: Total LOC down to $31,000 as of $12/05; GKCCEH bank account at $34,000 currently; KCMO paid up through July as of 12/05
	* Treasurers Report- Cash Balance increase 17K, promising however halfway is 27% where 50% would be ideal- the only thing that appears to be saving the expenses is at 31%-line of credit made 10K payment -bank account is 34k -KCMO has paid through July as of today
		+ MB-concerns regarding finances are not as major as depicting because we have reimbursement based grants
			- GP-Agree not major concern
				* Why are we 3-months behind with KCMO?

Waited until they have paid previous months so that we know what they will reimburse

Also waiting for receipts and timesheet for accountant

Need to fix the process, but we are back up to speed for November

Staff had confusion around receipts which has been fixed

* + - Fundraising Presentation/Conversation Heather has a brief overview to present to board, before opening the floor to discuss whether the board will choose to actively pursue creating a 3 month reserve fund through fundraising
			* How do we fix the line of credit?
				+ Fundraising or Grant
				+ Finance Overview-

60k credit line/month

E-locks- 3-day reimbursement

KCMO 6-8 weeks reimbursement

Board would like to have a 3-month reserve

75K would provide rent and payroll for 3 months

Previous annual fundraisers raised 6-8K

Stopped approx. 4 years ago after 10 years of fundraisers

Does the board wish to move forward create fundraising plan? Would need to create ad hoc group?

Alternative to fundraising is possible-diversifying outside funding sources

Matt-Reach out to other communities we are not already reaching out to

Doesn’t help with reserve

* + *Aric-left at 9:43am stated he can’t help with fundraising due to his PD*
		- * + HB-need to have individual donors to pay for line of credit
				+ Greg- need to build a fundraising plan of 100k over next 2 years
				+ MB- would like to see financial plan that does fundraising and diversification that go into place at the same time
				+ Greg- doesn’t want HMIS fees to go up, wants to go away
				+ Christy-HMIS can be funded through HUD NOFA

HH-need to reduce cost for agencies that

* + - * + Make draft by end of Q1 with action steps for this

Brian, Michael, and Greg to lead this

* 1. Finance & Administration
		+ Member vote: Evalyn Fisher It is the recommendation of the Finance and Admin C’tee to bring on Evalyn Fisher (reStart) to sit on the Finance and Admin C’tee; vote needed (EF’s application in folder)-
			- HBG-current vacancy, Evalyn comes recommended by admin committee
			- HBG Motion, Greg Second, Passes Unanimously
	2. Community Standards - HH will give brief update on all below c’tees
		+ **-skipped due to time constraint**
	3. Supportive Services
		+ **-skipped due to time constraint**
	4. Progress & Evaluation
		+ **-skipped due to time constraint**
	5. Education & Training
		+ **-skipped due to time constraint**
1. **Discussion Items Requiring Board Knowledge**
	1. DV/LAP Policy Draft in packet; this policy/process is a continuation of the BNL prioritization and work of the CE workgroup; Hub agencies are expected to follow the protocols and process. Additionally this policy keeps us HUD compliant. Board might choose to vote in, as it will be a posted policy.
		* Michael- is this a new requirement?-will look into
		* Greg-has this gone to public comment, if not why?-will look into
			+ Will follow up with email vote
	2. HMIS contract draft update Heather will give update (we are on track, following timeline, getting good response time from HUD); HMIS proposed contract and job description in folder
		* Meeting Dec 12 to start signing over paperwork
			+ Have received HUD’s full transition plan
				1. Working to adapt that for our transition plan and timeline
			+ Waiting to hear back from HUD regarding what our timeline can look like
			+ Waiting to
			+ Next step update HMIS Charter
		* Greg- Has HMIS vendor been notified of this transition?
			+ Data sharing agreements will be led by Simtech
		* Greg- Timing of position?
		* Greg- has counsel looked at Simtech contract?
2. **Action Items Requiring Board Vote/Approval**
	1. Nominations Committee: Board member recommendations: Simon Messmer and Jameson Auten are being recommended by the nomination committee; applications in folder; vote needed
		* HBG-nomination committee recommendations made, MB motion, Christy/Dan 2nd, Approved unanimous
3. **Public Comment**
4. **New Business**
5. **Executive Session**
	1. 10 minutes: ED perf eval discussion; full bonus, and HH’s overall performance to be discussed
6. **Adjournment**