

HOPE COALITION BOARD OF DIRECTORS
Meeting Minutes
March 19, 2018

Attending members: Janet Adams, Traci Green, Kris Kvols, Catherine Johnson, Gary Johnson, Tilton Davis, Barbara von Haaren, Marcy Underwood, Lisa Bayley, Jerry O'Rourke

Absent members: Roseanne Grosso, Chris Heath, Marilyn Meinke

Guest(s): Crystal Henderson and Pastor Clay Oglesbee; both of First United Methodist Church and have an interest in HOPE Coalition. Crystal was appointed to the Board today.

Meeting was called to order by Chair at 4:31 PM.

Consent Agenda – Number 3 & 4 pulled from consent agenda for further discussion.

1. Proposed Agenda
2. Minutes from previous meetings included in packet
3. Financials – pulled from agenda for further discussion
4. Staff updates included in your packet. Pulled for further discussion. Kris provided highlights

Action: Bayley motioned to approve consent agent, without #3 and 4. Green seconded. Motion passed.

Pulled from consent agenda, for discussion:

- ❖ **Financials** – Gary reviewed with no concerns. Discussion about pass through money; suggested it be noted separate line item/budget (possibly grants) so does not look like HOPE funds.
- ❖ **Staff updates** - included in packet. Kris provided highlights
 - Family Advocate at Haven of HOPE position filled. (noted in “changes”)
 - Sexual Assault Advocate has been a challenge to fill. Tentatively HOPE is hiring a fulltime temporary employee (who is qualified) while we continue to look for a permanent person to fill the position.

Action: Bayley motioned to accept the financials and staff updates. Green seconded. Motion passed.

Who have you shared HOPE with:

- ❖ Tilton had discussion with family from Cannon Falls who own a small business. They will be attending the banquet.
- ❖ Barbara attended the Red Wing Home Church meeting. While having dinner, Barbara shared information about HOPE Coalition. This is a local group that had minimal knowledge about HOPE.

Employee Appreciation – cards routed for Board to sign. Culvers certificates will be sent with cards.

- ❖ Kris Kvols, Executive Director (3/15/2010) – applause given to Kris.
- ❖ Laura McDonough, Advocate (3/20/2014)
- ❖ Ashleigh Weidner, Youth Advocate (3/8/2017)

Boards/Committee Reports:

Executive Committee - Minutes from 3/1/2018 meeting in the Board packet. Updates by Janet.

- ❖ Marcy and Janet will be meeting with employee who filed a grievance.

Facility Committee - updates by Lisa

- ❖ HOPE needs to leave PCC by 9/30/2018.
- ❖ Nonprofit group toured Hancock facility, followed by meeting with much discussion and interest.
- ❖ Committee formed to explore the concept of Nonprofit Center.
 - Have had conversations with Mankato and Northfield who have nonprofit centers, both with different concepts.
 - Brian Peterson, City of Red Wing, is willing to take on this project. City does not want to own property.
 - The next step is feasibility study.
 - Ideal situation is rent to own property.

- Inspection is needed of Hancock school. Cost would be shared.
- Discussion that everyone has a backup plan, in case this does not work out. HOPE should continue to explore rental option, as plan B. Marcy has talked to Jefferson school as a rental option.

Fund Development – Report include in the packet. No further updates.

Awareness Committee – Catherine provided brief updates. No Board action needed at this time.

Banquet Committee – Traci and Kris provided updates.

- ❖ More wine (value \$20+) still welcome; bring to St. James by 4:00 PM on day of banquet
- ❖ We are not sold out but closed to registration as order has been provided to St. James.

Policy Committee – Catherine provide updates. Minutes provided at meeting.

- ❖ Bylaws: The Board was provided a copy of the current Bylaws. Action: The bylaws were reviewed and accepted.
 - The Policy Committee will be making changes within this fiscal year.
 - Going forward, a policy will be developed to list the items to occur at the annual meeting. This action will put us in compliance with annual Review Council requirements.
 - Bylaws do not allow electronic participation by the Board. Changes needed to allow this.
- ❖ Travel and Reimbursement Policy was sent out in packet. Board reviewed policy. Action: Catherine motion to approve. Lisa 2nd. Motion passed.
 - A more comprehensive policy will be forthcoming.
- ❖ Number of Directors on the Board – The current bylaws set the number of directors at 11 unless the board sets a larger or smaller number. To accept Crystal, Board action needed.

Proposed resolution: pursuant to the authority of the Board of Directors, to set the number of directors as stated in Article III, Section 3.2 of the By-Laws of HOPE Coalition, the Board of Directors shall consist of twelve (12) directors.

Catherine motion to approve resolution. Barbara 2nd. Motion passed.
- ❖ Fiscal Sponsorship Policy – Catherine presented a Fiscal Sponsorship Policy. Please review. Action will be taken at April meeting.

Business:

- ❖ New Board Member
Action: Catherine motion to accept Crystal Henderson to the Board. Traci 2nd. Motion passed.
- ❖ Fiscal Sponsorship & Board Travel Policies - action taken during Policy Committee report.

Other Discussions:

- ❖ Audit Forms, 990 requires that the Board completes a questionnaire. Questionnaire provided to all board members. Complete and return to Kris. If you did not turn this in at the meeting, please do so ASAP.

**Next meeting – April 9, 2018, at 4:30 PM, Christ Episcopal Church, Red Wing.
(NOTE meetings are at 4:30 PM forever.)**

Adjourn: Meeting adjourned at 6:12 PM

Reminders:

- ❖ **Celebration of Children: 4/19/18, 4th St. Staircase to the History Center, Red Wing, for Child Abuse Awareness Month. Rain delay date 5/3/2018. 3:30-6:00 PM.**

Minutes submitted by: Traci Green