

# **HOPE COALITION BOARD OF DIRECTORS**

## **April Meeting Minutes**

**April 9, 2018**

**Attending members:** Janet Adams, Traci Green, Kris Kvols, Catherine Johnson, Gary Johnson, Tilton Davis, Marcy Underwood, Lisa Bayley, Jerry O'Rourke, Roseanne Grosso, Chris Heath, Marilyn Meinke, Crystal Henderson

**Absent members:** Barbara von Haaren

Meeting was called to order by Chair at 4:36 PM.

### **Consent Agenda (emailed with packet) - Janet**

1. Proposed Agenda
2. Minutes from previous meetings included in packet

Action: Marilyn motioned to approve consent agenda, with request to move Business items of Culvers and Fiscal Sponsorship to earlier in the meeting (prior to staff updates) Marcy seconded. Motion passed.

### **Agenda Items:**

#### **Culvers**

- ❖ Gift Cards - Isaac from Culvers called and offered Janet gift certificates/card for HOPE Coalition. Currently we give coupons to employees for Value Baskets and scoop of custard. All in agreement to accept his generous offer. Janet will follow up with Isaac. Please thank Isaac or supervisor(s) on duty if you get opportunity.
- ❖ Fundraiser - Culvers has offered to have a HOPE fundraiser event. If more than 200 people buy a dinner on specific date/time, HOPE would receive a percentage of the sales, up to \$2500, (increased by increments). This may not be a big financial fundraiser but great way to provide awareness. HOPE must provide Greeters and promotes event. A few questions, we are waiting for response:
  - Does this include the drive through?
  - Can we hand out brochures and can they include in Drive through?Catherine and Chris Heath will be following up and provide more updates later.

### **Financial Sponsorship Policy – Catherine**

Executive Committee recommended that the Board adopt the policy as presented by the Policy Committee.

Action Item: Moved by Catherine and 2<sup>nd</sup> by Marilyn. Passed unanimously.

### **Staff Updates (emailed with packet) – Kris**

- ❖ Laura has resigned as Sexual Assault Advocate; her last day is this week. Discussion that we need to continue to address how we find and maintain staff for these positions.
- ❖ Received United Way Funding - \$15,000 for Community Care Fund and \$16,000 housing support; both increases. We asked for larger amount but very gratifying that we receive more than last year.
- ❖ Annual Board Reports were provided to all Board members.
- ❖ Today magazine provided to all. Includes article on HOPE bulb project.
- ❖ HOPE Coalition Bags were given to all board members as a thank you.

### **Who have you shared HOPE with:**

- ❖ Marcy shared banquet information with people.
- ❖ Crystal shared information with First United Methodist.
- ❖ Janet talked with a waitress and through discussion she referred her to HOPE Coalition for job or volunteering opportunities (Evonn).
- ❖ Janet shared with a church member and encouraged him to serve on fund development committee.
- ❖ Tilton shared HOPE with people in Cannon Falls. Discussion about Cannon Falls Advocate position. Kris shared that the crisis lines are the best way to refer people to HOPE. Kris provided a few key points to tell others about the process.

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

- ❖ Annie Neumann (4/14/2003) – Human Resources and IT

### **Boards/Committee Reports:**

#### **Executive Committee – Janet**

- ❖ Minutes from 3/28/2018 meeting handed out at meeting and will be emailed.
- ❖ Janet will be emailing the Board for feedback on Kris' annual performance evaluation.

#### **Facility Committee – Lisa**

- ❖ Provided written committee report.
- ❖ HOPE needs to leave PCC by 9/30/2018.

- ❖ Feasibility study moving along. Should be completed by May 1. Contact Lisa with input.
- ❖ It appears word about the “nonprofit center” concept is out in the community.
- ❖ Committee will also be looking at Old Smokey Row Café. The building is for sale. Current tenant would come with the purchase.
- ❖ Thank you Lisa, for all your work and passion towards this endeavor.

### **Fund Development – Marilyn**

- ❖ April minutes handed out at meeting.
- ❖ Committee has not met, pending banquet, but a meeting will be set up soon.
- ❖ First Stevie Ray Improv event was today.

Discussion about moving away from Fund Development Committee and make it a responsibility of the entire Board. There will be more discussion about this coming. Discussion will start at next Fund Development Committee and will bring back recommendations to the Board.

### **Awareness Committee - Chris**

- ❖ Met April 5<sup>th</sup>. Still trying to find their roll/responsibility. No Board action needed at this time.
- ❖ Working with staff to find out “what can we do to help.”
- ❖ Looking for guidance on website changes. What do they have authority to post? What are their limits? All updates the committee will do. It was recommended that the committee bring back guidelines and recommendations to the board.
- ❖ There was a request to list Board members on the website. Approval to list current Board members and years of service on the website. Action: motion TG, 2<sup>nd</sup> by Tilton. Approved.
- ❖ Working on articles, letters to editor, presentations to legislative and/or decision makers, radio spots.

### **Banquet Committee - Traci**

- ❖ Brief update. Working on final report. Please send any feedback from the event and recommendations for future years to Traci.

### **Policy Committee – Catherine**

- ❖ Addressed Fiscal Sponsorship policy above. Several policies to be reviewed in future.

### **Business Agenda**

- ❖ Employee Grievance Update – Janet (see Exec. Minutes)  
This matter will be reviewed by the Policy Committee to make sure employees understand the policy.
- ❖ Have of Hope Lease – we have received a signed lease from HRA. Language is as we proposed. This should be finalized at May meeting. Kris will scan and send to all.
- ❖ RW Area Homeless Committee Report – Jerry  
This group is not part of HOPE Coalition. HOPE is the financial host. Jack & Diane Nordgaard were active in getting this going. Group tries to raise money to get people off the streets. Homelessness is an increasing issue in Red Wing area. Goals:
  1. Immediately get people off street – JoAnn is key contact person. Anyone can refer to JoAnn. She puts people up at local hotel. Last year paid for 300+ nights. Raised \$15,000-\$18,000 per year; mostly from private donations and churches. 25% goes to HOPE as fiscal sponsor (helps cover JoAnn’s salary)
  2. Raise community awareness.
  3. Possibly build a shelter. Have not found a location. Run into zoning issues.
 Those involved: Jerry O’Rourke (Chair), Jack Norgard, Dennis Koenig, Jim Magnuson, JoAnn McNamara, Connie Miller, Christie Dickenson, Beth Breden.  
Have received commitment from City of Red Wing to pay \$20,000 annually for 4 years. To date, \$10,000 has been received.

### **Other Discussions:**

- ❖ We could use a Board Member representing Cannon Falls area. If you have any ideas, refer them or have a discussion with them about HOPE.

**Next meeting – May 14, 2018, Christ Episcopal Church, Red Wing. (NOTE meetings are at 4:30 PM forever.)**

Adjourn: Meeting adjourned at 6:28 PM

Reminders:

- ❖ **Celebration of Children: 5/3/18, 4<sup>th</sup> 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