



October 22, 2024

Attendance:

In person: Janet Brack, Gerard Bhagwatsingh, Jim Gaylord, Fiona Devenney, Eric Vandermolen, Glenn Carver, Emily Proctor, Dr. Cheryl Seals

Via Zoom: Donna Morgan, Stephanie Fitzgerald, Rocky Harrison

HHA Staff:

Kelli Hernandez

Topic	Discussion/Recommendations	Action	Responsible	Follow-up
Welcome & Call to Order	Rocky Harrison called the meeting to order at 12:00p.m.			
Quorum established	No discussion			
Approval of Agenda	No discussion			
Approval of Meeting Minutes	Stephanie made the motion to approve the minutes from August 20, 2024 as presented, Fiona 2 nd	Motion Passed		
General Review & Discussion:				
Financial Update	Jim made a motion to approve the financials as presented, Stephanie 2 nd	Motion Passed		
Financial Update	Kelli provided updates on the closeout of the HUD Monitoring Report			

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Financial Update	Kelli provided an update regarding the Single Audit. Auditors requested an additional \$30,000 to cover the remainder of the FY22-23 single audit due to unexpected time delays in closing the annual financials. Jim made a motion to approve the request with additional contract language detailing invoicing, billable hours, and guaranteeing the production of the single audit. Janet 2 nd .	Motion Passed		Kelli will re-execute the contract with the auditors to include the new verbiage and guarantees
Program Report	Kelli reported on behalf of Dianne that subcontractor monitoring will resume for 24-25 contracts.			
ED Report	Kelli provided an updated on the CoC NOFO, Challenge Fund RFP, and Challenge Unsheltered funding. Kelli also advised that new health insurance and ancillary insurance policies have been added to employee benefit packages per the Board's request.			
Committee Reports	Executive Committee- no updates Grants Committee – completed NOFO reviews and will complete Challenge RFP reviews this week PIT Count – no update, Board discussed best practices. Still need a Committee Chair.			
		Update annual budget		

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Old Business: Annual Budget Review/Approval	A 6-month budget review and update will be provided to the Board at the next meeting.		Kelli	Board will review the updates in December
New Business: Election of Board Officers	Board requested information on officer vacancies and duties.	Kelli will provide an email with details of Board officer positions	Kelli	Board to vote on new officers in December
Announcements	Nov. 16 – One Hopeful Place Color Run			
Schedule next Board Meeting	Scheduled for December 17, 2024			
Adjournment	Rocky adjourned the meeting at 1:28p.m.			
<p>*****Nothing follows***** Scribe: Kelli Hernandez</p>				