

Jacqueline Evans, Chair, (910) 977-7261
Tiffany Johnson, Vice-Chair (910) 885-1416

Debbie Brown, Secretary (910) 827-9117
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Board of Directors Meeting

Location: *Virtual Conferencing*

<https://zoom.us/j/96854582356?pwd=NjFqWGhVTWJyc2xUMitUK2VZSVVcrZz09>

January 25, 2021 4:00 p.m.

| | TOPIC | PRESENTER | DURATION (MINUTES) |
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| 1 | Call to Order/Opening Prayer/Introductions/Roll Call | Jacqueline Evans | Chair called the meeting to order. Pastor Danny Richards opened in prayer. Secretary took roll call and determined quorum was reached. |
| 2 | Approval of the Minutes (Article V Board of Directors Section 4. Duties of the Board of Directors #3 "Vote on the minutes, treasurer's report, and meeting adjournment, along with all other matters considered during a board meeting. These votes will be decided by 50% + 1 vote." p. 9) | Jacqueline Evans | Secretary motioned to accept the minutes for 12/9/2020 with the noted corrections. Second by Vice Chair. 7 Ayes, 0 Nays, none abstaining. Motion carried. Secretary motioned to accept the minutes for 12/17/2020. Second by Vice Chair. 7 Ayes, 0 Nays, none abstaining. Motion carried. |
| | OLD BUSINESS | PRESENTER | DURATION (MINUTES) |
| 3 | Treasurer's Report: Approval of 2019-2020 budget and draft budget for 2020-2021 (Article V Board of Directors Section 4. Duties of the Board of Directors #3 "Vote on the minutes, treasurer's report, and meeting adjournment, along with all other matters considered during a board meeting. These votes will be decided by 50% + 1 vote." P. 9) (Article XI Contracts, Checks, Deposits & Funds Section 4. Treasurer's Report "The Treasurer shall provide a written report of all transactions (expenditures and deposits) including the beginning and ending bank balance at each BOD Meeting." P. 19) | Jacqueline Evans Debbie Brown | Chair began by stating that after further review, it was determined that the proposed budget presented to the Board on 12/9/2020 had not been approved. With this, Chair asked for a motion to approve the budget. Denise Giles asked if she may speak and Chair acknowledged her. Denise asked if anyone had taken out the CE budget out of the CoC budget? Treasurer stated that the Board had been given three registers that separated the CE from the CoC General Funds budget. Denise continued that this process was inserted by the former Treasurer who had a conflict of interest and this was never approved. With the CCF budget which was money donated to the CoC, this work was done by Denise, Dee, etc. and is part of the CoC Budget. The problem is that the way it was set up by the former Chair and Treasurer leaves it so that all approval comes from them. Denise stated she was bringing this up because she wanted it recorded in the minutes. She continued that the CE is a project and as such is not the financial responsibility of the CoC. Denise stated that she had asked for accounting during the time she was a Board member but was told no and that NC SOS requires answers within a specified time but this was not done. Denise stated the funds from CCF for the CE project were used to benefit agencies that employee the former Chair and Treasurer which resulted in conflict. She stated that the CoC was not a service provider. That the funds could not be used for operational costs but for community use. That with the inclusion of the CE budget included in the CoC budget, Family Promises was now included in the CoC budget. She finished, stating that if the former CoC Board had approved the budget the former chair was |



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| | | | <p>advocating for, it would have made the CoC liable to fund that program through her agency and all other funds from HUD would have come to CoC. Board Chair stated that she would need to move forward with the agenda in order to stay within in the allotted hour meeting. She thanked Denise for what she had shared and then made a motion to table the discussion. Crystal Williams seconded the motion. At this time, the Zoom meeting was hacked into and meeting was stopped. Time 4:36 pm. Meeting was reconvened after a new link was established however, there was not a quorum met. Chair stated that the meeting would continue tomorrow, Tuesday, January 26th during the scheduled CoC Member meeting at 4:00 p.m.</p> <p>Tuesday, January 26, 2021 – the meeting was called to order by the Chair. Vice Chair opened in prayer. Roll call was taken with a quorum reached. Chair stated that she had to resend her motion from yesterday as she was the Chair and should not make a motion. She asked if someone would be willing to make a motion to table the discussion. Vice Chair made a motion to table the discussion with a second by Crystal Williams. Rev. James asked if this was passed, would there be an opportunity for the Board to approve the 2020-2021 General Operation Draft Budget. Chair confirmed that he would be able to make that motion. Vice Chair amended her motion to state, “I motion that we table the discussion on the findings of yesterday in the grants.” Crystal Williams seconded this. 8 Ayes, 0 Nays, No abstaining. Motion carried. Rev. James, “I motion to approve the General Operation 20-21 Draft Budget. Vice Chair made the second. 8 Ayes, 0 Nays, No abstaining. Motion carried. Treasurer gave notice to the Board that a check from Network for Good having sent the CoC in the amount of \$57 was mailed to the former Treasurer but that the former Treasurer never received the check for deposit. The Treasurer contacted Network for Good and found that the check had not been cashed. A motion was made by Crystal Williams to, “ask Network for Good to void the check and reissue another check with correct information so that the current Board would receive it.” Rev. James made the second. 8 Ayes, 0 Nays, No abstaining. Motion carried.</p> |
| 4 | <p>New Membership Forms/Code of Conduct Forms (Article V Board of Directors Section 3. Code of Conduct “Each of the BOD will be responsible for updating their Code of Conduct annually throughout their term on the Board. This form will be given to the Board of Directors Secretary for recording</p> | Debbie Brown | <p>Secretary stated there were two new membership forms received: Ameenah Abdul-Salaam with Sisters and Abel Young with Young Enterprise Properties. That Board member Tony Gardner had updated his membership form with his new work information. The Secretary stated that Robin Henry had resigned from the CoC Board effective Monday, January 25, 2021.</p> |

| | UPDATES/ NEW BUSINESS | PRESENTER | DURATION (MINUTES) |
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| | purposes and then given to the Lead Agency to house. P. 8) | | |
| 5 | <p>CES Update: CE Budget Status</p> <p>Member meeting agenda: Coordinated Entry Grant Transfer from Family Promise to Cumberland HealthNet;</p> <p>Cumberland Community Foundation Grant – Proposed Purchases</p> | Dee Taylor | <p>Dee Taylor, Tawana Dawkins and Kimberly Lewis presented the proposed purchases for the remaining funds from the \$12000 part of the original CCF CE Grant. Rev. James motioned to, “accept the proposal as presented.” Crystal Williams made the second. 6 Ayes, 0 Nays, 2 abstaining. Motion carried.</p> <p>Dee Taylor shared with the Board and the CoC Members that Family Promise was seeking to transfer the HUD grant to Cumberland HealthNet for the CE program. Dee gave an overview of the Coordinated Assessment (Coordination Entry) grant transfer process, responsibilities, action to be taken by the Board and Members and next steps following this meeting and vote. Devon Newton stated, “I move to transfer the grant from Family Promise to Cumberland HealthNet.” Pearlle Hodges made the second. Shelley Hudson asked why there was to be another vote when the former Board had already approved this. Dee explained that HUD TA stated this process should have the Members involved in the decision-making process not just the Board. Denise Giles stated that if the CoC voted to make the transfer, Family Promise would abide by the transfer. Al Foote, Board Chair for CHN, stated they wanted to continue with this opportunity. Mr. Foote stated they were waiting on the funding that they had not received. Mrs. Giles stated that the funding wasn’t released by HUD until December 2020. Board Chair called for a vote. Secretary stated that with this being a vote by the CoC Members, then roll call was needed for the Active Members to see if quorum had been reached. This was completed and quorum was determined. Secretary read the Bylaws definition of “Active Member from page 6 of 20.” Vote was held with 8 Ayes, 0 Nays, and 2 abstaining.</p> |
| 6 | Homeless Individual’s Names from the Board | Kym Lewis | Kimberly Lewis stated the Board was seeking names of Homeless individuals to become a member of the Board through the regulated election process. Board Members are to send her names for February meeting. |
| 7 | Survey Feedback: Update | Kym Lewis | Kimberly Lewis shared the Board will be hosting a Symposium for all Agencies serving the Homeless. Pearlle Hodges asked about the timeline for planning and it was shared that a date would be sent later. |
| 8 | New Meeting Dates/Times: Survey Results/New Proposals for BOD & Exe. Committee/ Members (Community) Meetings for 2021 | Jacqueline Evans | Chair gave an overview of meeting dates/times. Her vision is to have the Committees meet the first week of the month and into the first few days of the second week. The Executive Committee would meet the 3 rd Monday of the month at 4:00 p.m. with the CoC Board meetings being held the 4 th Monday of each month at 4:00 p.m. |
| 9 | Committees: (Article VII Standing & Ad Hoc Committees p. 15-17) | Chairs | Chair stated that through the survey sent to the Board, members had given their preferences about which |

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| | <p><u><i>Please Join One!</i></u></p> <ul style="list-style-type: none"> • Executive: Jaqueline Evans • Planning & Development: TBA • Governance: TBA • Performance Evaluation & Grants Review: TBA • HMIS/CE: Interim Deloris Taylor <ul style="list-style-type: none"> ○ Upcoming Training Dates • Interim Finance: Debbie Brown <p><i>*CoC Members will select committee(s) in which they choose to participate and the Board Chairperson will bring to the Board for vote those individuals that are recommended as Chairs of the Committees.</i></p> | <p>*Please Note: Due to COVID-19, Committee meetings are subject to change their location to virtual as they see fit.</p> | <p>committee they were interested in serving on but that no one had stepped up to say they would be willing to chair the committee. Chair stated she would be reaching out to Board members and CoC Members concerning this opportunity.</p> <p>Treasurer stated the Finance Committee would meet each 1st Tuesday of the month at 11:00 a.m. with the exception of February. That as per the Bylaws, 10-day notice was required for any called meeting. That the Finance Committee Meeting would be held Friday, February 5, 2021 at 11:00 with meeting link and agenda sent at a later time.</p> |
| 10 | Announcements/ Additions | Open | Dee shared PATH information concerning \$3 million funding. Alex Baker gave input as well. Karen Bowens asked how long the County has to spend these funds. |
| 11 | <p>Next Meeting Dates:</p> <ul style="list-style-type: none"> • Executive Committee: February 15, 2021 4:00 p.m. • CoC BOD: February 22, 2021 4:00 pm. | Jacqueline Evans | Chair reviewed the dates and times. |
| 12 | Adjournment (Article V Board of Directors Section 4. Duties of the Board of Directors #3 "Vote on the minutes, treasurer's report, and meeting adjournment, along with all other matters considered during a board meeting. These votes will be decided by 50% + 1 vote." p. 9) | Jacqueline Evans | Treasure motioned to adjourn the meeting with a second by Dee Taylor. Meeting was adjourned. |

Participation in the CoC is open to any organization or individual who wishes to dedicate their time to accomplish the mission of the CoC. Anyone who attends any meeting(s) will be considered a "participant," unless they have **completed the steps to become a member as defined below.**

Participant- Individual who attends meetings but has not submitted an application for membership and has no voting rights.

Member- Individual or agency representative who has submitted the membership packet and been reviewed and presented as a member via notice to the BOD.

Active Member- Individual or agency representative who has submitted the membership packet and been reviewed and presented as a member via notice to the BOD, and is on at least one standing committee/ad-hoc committee. An Active Member has voting rights after attending two BOD, Member, or Committee meetings. To maintain Active Member status, the individual or agency representative must have attended at least 40% of the regularly scheduled BOD, Member, or Committee meetings in the previous 12 months.