



*Fayetteville/Cumberland County*  
**Continuum of Care on Homelessness**

**Committee:** Finance **Date:** 3/2/2021

**Subcommittee/Ad Hoc:** Choose an item. **Other:** [Click or tap here to enter text.](#)

**Present:**

Denise Giles; Tiffany Johnson; Crystal Moore-Williams; Kimberly Lewis; Willie Williams; Jacqueline Evans; Debbie Brown

**Topics:**

CoC BOD Budget update for March Board Retreat; CoC BOD CE Budget purchase update with funds approved by the CoC BOD; NCCEH; GotoMeeting; Entity Registration in SAM; Financial Procedures – follow up from February’s meeting; Bylaws/Policies & Procedures on Finance

**Discussion:**

Tiffany Johnson opened in prayer. Roll call and welcome by Chair. The Treasurer’s Report for February to present to the BOD in the March meeting was reviewed with one question about the #1 and #2. Chair reminded the committee that these indicated the funding sources as noted at the bottom of the page. Denise stated we needed to have barcodes on all equipment for CE use. She was going to look into obtaining these. FC was in agreement with this. NCCEH – should the CoC become a member; The FC felt the CoC should wait to see how the new structure might be and where their support may be. GoToMeeting – other virtual meeting platforms; Chair had asked Dee Taylor if the CoC could purchase their own platform instead of the Lead Agency doing this. Lead Agency agreed with this. Kym and Debbie were asked to put together the list of possible platforms and then let the FC review for approval in taking to the Board for vote. SAM renewal – Chair stated it had been suggested that since this had expired, that it might be best for the CoC BOD to apply as a new Entity. After discussion, it was agreed by the FC that this should not be the direction taken. That if there is clean-up to be completed, then we do that but move forward with what had been set up already. “Acknowledgement of Receipt of FCCCOC on Homelessness Cell Phone and User Agreement” and “FCCCOC Computer Email and Internet Usage” forms were reviewed. For clarification purposes, the FC wanted the “Coordinated Entry Staff” terminology to be identified as “employees of Cumberland HealthNet.” This agency will be held accountable for the use and responsibility for all equipment purchased by the CoC. The forms will be corrected and sent for review by the FC before being presented to the CoC Board for approval. Purchase Order form was reviewed. Chair stated the PO process would be put together and presented to the FC at a later date. Finance sections of the Bylaws and Policies & Procedures were to be reviewed by the FC and then sent to the Chair to compile. The FC will then review and make recommendations that will be presented to the Governance Committee. Tiffany shared with the FC that on behalf of the CoC BOD Chair, Jacqueline Evans, thanks to Denise Giles for all of the input given during the meeting. It was appreciated.

**Goals:**

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**Progress:**

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**Assignments:**

Review the Finance sections of the Bylaws and P&P and return as soon as possible. Have proposal for Virtual Platform ready to present to the CoC BOD

Agenda Item(s)?

Does this need Board approval?  Member approval?

Prepared by: \_\_\_\_\_ Debbie Brown \_\_\_\_\_

Submitted by: Debbie Brown Antoin (Chair)