1. Members in Attendance: Lauren Green-Hull, Latoya Harris, Anja Aniere, Megan Scheck, Mar-quetta Boddie, Melissa Massey-Flinn, Helen Tomic, Melissa McFadden, Peggy Szalay, Brian Gage, Cassie Harhager, Chris Brewer, Mike Harhager, Gary Neffenger Jr., Sara Leedham
2. Members Absent: Rebecca Callahan, Igor Petrovich, Keith Stahl
3. Others Present: Karen Jones, Holly Cundiff, Jim Cole
4. Welcome
	* + Lauren Green-Hull, Chair, welcomed everyone and started the meeting at 2:41 pm
5. Approval of Minutes
	* + Lauren presented the minutes from the October 24, 2019 meeting and asked for any corrections or addition
			- Megan Scheck motioned to approve and Jim Cole seconded
			- All were in favor and the minutes were approved
6. Rules of Order
	* + Lauren stated that three (3) forms were on the sign in table and these forms were to replace the forms of the same name in the Board Binder that was received at the Board Retreat in January
		+ In the binder under Tab G is the document with Rules of Order
* Peggy Szalay made a motion to accept the Rules of Order and Brian Gage seconded
* All were in favor and the Rules of Order were adopted (attached to this)
1. Bylaws
* Lauren asked Karen Jones to explain the changes to the Bylaws
* Karen reviewed the discussion from the Retreat regarding the duties of the Treasurer; she removed two (2) points from that discussion-#2 and #6
* Lauren asked why #2 was removed and Gary Neffenger, Jr. stated that he remembered the conversation being related to possibly a duplicate of duties between #1 and #2
* Megan thought perhaps it was due to #2 being beyond what a normal Treasurer would do
* Most members could not remember what the discussion was during the Retreat
* It was decided to change the wording of #1 and #2
* Karen made the changes to the document while the discussion was ongoing
* At this time, Karen asked if everyone had read the Bylaws, if there were any changes they saw that needed made, and/or if they were ready to adopt the Bylaws
* There were other changes made to the Bylaws from the Retreat discussion and with the changes that were made during this meeting, new copies need to go to the Board members in order for them to read and adopt
* Changes to the duties of the Secretary were made due to Retreat discussion and Karen read those out loud
* It was agreed that Karen would send the revision to the Board Members (done at that time via email) and the adoption would be tabled until the next meeting in April
1. Social Media and Severe Weather Policy
* Lauren moved up a point to the agenda that needed discussion
* Facebook and other social media outlets have been seeing a surge in issues and with the SCCoC staff only being two (2) people in size, we are not able to respond
* Executive Committee met on February 14, 2020 to discuss both issues
* It was agreed that the SCCoC would not be responding to comments on Facebook or any social media
* A Social Media Policy is being looked at
* Severe Weather Policy is being discussed with the Mayor next week, as well as the social media presence the City thinks the SCCoC should have
* Lauren stated that Mar-quetta did start a SCCoC Facebook account
* It’s good to have a presence, but not to be there and respond to comments
* Mike Harhager asked if there was any funding to help Mar-quetta Boddie and Karen get help on maintaining a social media presence
* It was agreed upon that the Board would discuss this further and that Mar-quetta and Karen did not have the time to continue with posting at this time
1. SCCoC Budget
* Due to Helen Tomic’s absence, this point needed to be tabled
1. Technical Assistance Committee
* Mar-quetta stated that there has been much discussion in the past about forming a Technical Assistance Committee in order to help new agencies navigate the steps to becoming a member and learn about HMIS, etc.
* Thoughts are they would meet quarterly and any agencies looking to become members could attend and get the help they need
* Darnella Cummings of Legacy III has agreed to Chair this committee
* Lauren motioned to form a TA Committee and Megan seconded
* Discussion was had on where this type of committee would be housed; under the Board or under Steering
* Latoya Harris thought it should be a sub-committee of Steering
* The sub-committee could go through the first steps of becoming a member before the new agency would even make an appointment with Mar-quetta, thereby lightening the load on her and Karen
* Mar-quetta asked if the sub-committee should set the steps, etc., or the Board, or her
* Lauren stated the committee could do it, keeping in mind Mar-quetta’s time and adhering to it
* All approved to assemble said committee under Steering
1. Social Media Policy
* Mar-quetta stated she had several examples of policies and media releases to look at in order to create our own
* Sara Leedham suggested not responding/updating any social media until the meeting with the City
1. Formerly Homeless Advocates
* No one can make a decision on whether or not a Board Member who is also an employee of a funded agency should be allowed to vote on other Board Members during an election
* It was decided to table this discussion again and send the issue back to the Nominating Committee
1. Strategic Plan for SCCoC
* Mar-quetta reminded Brian and Lauren that they were supposed to send her their plans
* She looked up other Strategic Plans and noticed that they were very broad and she thinks we need general goals and to use the Community Report that is generated by United Way to create our own Plan
* Mar-quetta is going to put something together and send it to the Board in order to get started on this
1. Start Up Plan for 501(c)3
* The SCCoC is trying to separate from the City and become independent
* Problems that arise;
* The Planning Grant is on a reimbursement basis
* SCCoC needs some type of startup funds in order to move forward
* Ideas for startup funds;
* Write a grant
* Fees from current agencies; percentage of SCCoC-funded money, but private funds
* Membership fees
* Fundraiser
* Foundation money
* Megan asked how much money was needed and how often
* $25, 000 is ideal, $10, 000 is minimum
* Startup only
* Sara pointed out that CDBG Admin Funds could possibly be used from the four (4) agencies; Barberton, Cuyahoga Falls, City of Akron, and Summit County
* Brian stated that using HUD money would always be required to be reimbursed, though
* Latoya pointed out that private funds (foundations) would really be the best route due to less obligations and restrictions
* She suggested that Board Members reach out to local banks, foundations, etc. to see if anyone can help
* Mar-quetta informed the Board about the steps she and Karen were already taking to secure an accountant, look at properties for office space, technical support, etc.

There being no further business, the meeting was adjourned at 4:05 pm.

 Approved by The Board, 10/22/2020

Karen Jones

SCCoC Administrative Assistant