Homeless Coalition of the Southern Tier, Inc.   
Board of Directors Meeting Minutes  
8/16/2017 11:00 a.m. STHC Office

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| MEETING CALLED BY | Justin Roberts, President |
| NOTE TAKER | Chastity Smith, Secretary |
| ATTENDEES | Chastity McEwen (FEN), William Brown (Soldier On), Toya Lane-Bowden (OFO), Dawn VanKuren (FRS), Judy Wingate-Wade (CCH), Justin Roberts (OFB), Rebecca Rathmell (COC) |

Agenda Topics

CALL TO ORDER Justin Roberts

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| DISCUSSION | \*Motion for approval of minutes\*  Motion – Justin Roberts  Second – Dawn VAnKuren  \*Motion Carries\*  **Fiscal Policy and Procedures** – Dawn plans on revamping the current fiscal report format. She does not feel it is user friendly or easily read.  **Letter of Support criteria** – Approved by the CoC. All set to move forward.  **Mini-grant application** – The application is ready to submit once the By-Laws and fiscal policy is complete.  **Sub-Committee review** – We need to look at revamping the job fair committee. All other committees are working well.  **Coordinated Entry is up and running!** It is extremely active. They are looking at possible BU interns that may be looking for an intern opportunity. Rebecca will look into that.  **Bill Brown proposed a question**: Would it be worth looking into a separate rating and ranking committee outside of NOFA as a possible 3rd party? This would help separate any possible conflict of interest. Something to think about in the future.  **NY State SOAR** – Justin was contacted and given information about a leadership academy. They are looking at system level teaching and training that could be used at the local level. OFB has 3 possible candidates. Rebecca will send Justin the information.  **Next Meeting:**  **September 20th @ 11:00 at STHC Office** |
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