Homeless Coalition of the Southern Tier, Inc.   
Board of Directors Meeting Minutes  
4/19/2017 11:00 a.m. FEN Board Room

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| MEETING CALLED BY | Justin Roberts, President |
| NOTE TAKER | Chastity Smith, Secretary |
| ATTENDEES | Chastity Smith (Secretary FEN), Jim Hulse (HMIS), Rebecca Rathmell, Debbie Hulse (NC), Dawn VanKuren (FRS), Justin Roberts (OFB), Judy Wingate–Wade ( via phone ), Brian Daniels (NC), Michael Pisa (CCOCH) |

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  **By-Laws –** NYCONN Received a $1000.00 grant/scholarship for training. Justin Roberts will attend.  **No Freeze Bills –**  Motion to approve a No-Freeze bill for YWCA for $370.00  Motion – Judy Wingate-Wade; Second – Chastity Smith  \*Approved\*  **“Orientation Packet” -** for new members and BOD members  Discussed being available via a paper packet or the website. For BOD members it should include a job description. It was suggested that this should and could be developed and revised by the Governance Committee.  Discussed getting a PO Box for mail. The cost is $76.00 per year. Will bring this to the CoC next month for a vote. Keep in mind that we need to maintain a physical address for the secretary of the state.  Quickbooks is not working out. Looking at a desktop version. Discussed getting a laptop for the treasurer. The laptop would follow the treasurer. The program  is $180.00 and a laptop would run approximately $400.00. It was proposed that HMIS cover the cost of the equipment. Further discussion will be had.  **Next Meeting:**  **May 17th @ 11:00 at OFB** |
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