Homeless Coalition of the Southern Tier, Inc.   
Board of Directors Meeting Minutes  
3/22/2017 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), Maria Colleyacme (YWCA), Shari Weiss (CCOCC), Rebecca Rathmell, Debbie Hulse (NC), Dawn VanKuren (FRS), Justin Roberts (OFB), Judy Wingate–Wade ( via phone ) |

Agenda Topics

CALL TO ORDER Justin Roberts

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| DISCUSSION | \*Minutes were tabled due to not being sent to the President. The secretary should forward the minutes to Justin Roberts, president, moving forward \*  **No Freeze Bills –** The board would like to develop a policy and procedure for No-freeze. There was discussion around putting a cap on monthly reimbursement for No-Freeze bills. The discussion will continue.  Motion to approve a No-Freeze bill for YWCA for $630.00  Motion – Justin Roberts; Second – Dawn VanKuren  \*Approved\*  A review of the Strategic Plan was last done in October 2015. The By-Laws need to be the  1st priority of the new board. By-Laws should be sent to governance for approval at next month’s meeting on April 6th.  Looking at developing an “orientation packet” for new members. This could be via a paper packet or the website.  The packet would include:  Strategic Plan  By-Laws  Policy and Procedures  Mission and Vision  It was suggested that this should and could be developed and revised by the Community Awareness committee. We will table the “orientation packet” for this meeting in the interest of time.  Rebecca will send all updates documents to the executive board.  **Next Meeting:**  **April 19th @ 11:00 at OFB** |
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