

**CoC Board Meeting Minutes**  
**May 11, 2023**  
**9:00 am**  
**WTAMU Downtown Amarillo SBAC Conference Room 1<sup>st</sup> Floor**

The meeting was called to order at 9am by Vice-President Kraig Stockstill

**Members Present:** Jason Riddlespurger, Joyce Knight, Juan Maldonado, Kay Pechin, Virginia Williams-Trice, Susan Webb, Rachel Scott, Kraig Stockstill, Michael Johnson, Julie Cleveland, Susan Webb, Audra Rea  
Meg DeJong-Shier and Dr. Shanna James excused.

### **Approval of Minutes**

The motion was made by Jason Riddlespurger to approve the April 2023 board and general meeting minutes. Motion was seconded by Audra Rea and passed unanimously by the board.

### **Lead Agency Updates**

Jason reported:

- Jason informed the board of an honor bestowed on Rudy Montano as the recipient of the Service Excellence Award from Randall County for his dedication and his exemplary work in the community.

### **Committee Reports**

- **Ending Youth Homelessness**-we still need a chair. Joyce reported that Sonja Glasco did not have anyone she could recommend but would think about it and get back to her.
- **Education**-nothing to report.
- **Policy and Procedure**-Jason and Kraig are continuing to meet. Kraig reported that the most pressing item was the membership participation policy and that is now done. We talked about the possibility of sending emails to the entire board for discussion items and questions, concerns, changes and challenges. The goal is to remove excess information and simplify the Policies and Procedures. This is a goal mentioned by HUD.
- **HMIS Advisory**-Virginia is the chair for HMIS.

### **Discussion Items**

- **Decriminalization:** The board feels this is important to keep on the agenda and on the forefront of our minds.
- **Membership Software:** Checking out to see if the planning rant will be able to fund the software for the CoC to purchase software to keep track of all memberships and attendance of the membership. Kraig thought the cost was around \$700. Audra is going to check to see if Board Effects would work for this task. Kay is also going to check to see what software is available through her attorneys.
- **List Serv Guidelines:** Caressa will be doing the information listserv for the CoC. We need to form a group to determine if an email sent to the listserv is appropriate to send out to membership. United Way reported that this is most important because we will receive all different types of emails that may not work within our mission of the CoC and it is better to have a group determine than one person.

### **Old Business**

- Kay's presentation for Nonprofit guidelines for the CoC will be in June. One of her attorneys will present to the board. We will be looking at fundraising guidelines that we need to follow and staying as is or filing for 501c3 status.
- The number of Board members will change from 21 persons to a minimum of 7 and a maximum of 21.
- We need to have constant outreach for new members to join the CoC.
- Policy needs to state how we determine membership-agency vs. member of community.

- What is HUD focusing on strongly.
- Co-ordinated Entry is critical and what is Co-ordinated entry really.
- PIT count is July 28th

Audra and Susan met for Beans and Cornbread with wonderful ideas coming from the meeting.

- Possibly a golf tournament for seed money.
- Build tiny birdhouses for silent auction.
- Do we want it to be Beans and Cornbread
- Evening dinner or luncheon
- Board needs to decide

Juan motioned to adjourn, Jason seconded, and the meeting adjourned at 9:54am.

Respectfully submitted,



Joyce Knight  
Secretary