# Community Housing Expansion of Austin

Voting Meeting of the Board of Directors

**July 24th, 2017**

The Board determined the following discussion items for the Voting Meeting, which was agreed to take place July 24th, 2017 at 7:30 p.m. at Sasona:

* Check-in
* Review of minutes
* Discussion on increasing racial diversity in Austin cooperative community
* CTAP Partnership with ROC-USA
* Grant application authority
* Membership Survey Results
* Board officer description bylaw amendments
* Require house treasurers and bookkeepers to communicate questions to Natalie San Luis and not the paid bookkeepers because it would be more efficient/cheaper

In attendance, constituting a quorum:

Joshua Sabik, Chair

Matthew “Trip” Maker, HR

Gatlin Johnson, Treasurer

Indya Flanagan, Secretary

#### Review of Minutes from June 19th, 2017

The Board considers the minutes from June 19th, 2017

**Motion to approve the minutes from June 19th, 2017 (approved)**

Accepting: 4

Rejecting: 0

Abstaining: 0

The motion passes by consensus.

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#### Discussion on Increasing Racial Diversity

Tabled until we have Natasha on board. Trip asked someone he was in contact with and they recommended reaching out to veterans’ organizations. La Reunion working with social workers for people who need housing but not specific help with things.

#### CTAP Partnership with ROC-USA

Tabled until we have Natalie on board.

#### Grant Application Authority

Figure out a way to have people at the houses help find grants if they are interested - grants would need to be at CHEA level. We need to come up with process - maybe advertising that people can put a proposal for a grant on the board’s agenda. Nobody will give a grant to a non-organization, but we can figure out how house labor can be used to get more grants for CHEA as a whole, or suggest that the board do so.

Perhaps: require a board vote on a grant application. There are reporting requirements, a partnership that shouldn’t be entered into lightly. We have to make sure we’re meeting the reporting requirements/terms. The best way to ensure that the whole organization on board is to make sure that we treat it just as we would any other serious business dealing and require approval of the board. That would help clarify the process: if someone at a house wants to get labor for seeking out/applying for grant opportunities, but at the end of the day the board would have to review the application, make sure it’s complete, not detrimental to our mission or operational capacity and approve it. Trip brought up that there are grants available for co ops that we could try to get. On an ongoing basis the board would have to make sure we meet the requirements of the grant. The availability of some grants may alert us to some interesting goings-on.

We want the houses to feel like they have input in the grant process, but we do need grants to go through the CHEA board for approval for legal reasons. Interested parties are encouraged to appraise the board of any grant opportunities they discover. Labor for researching grants is up to the houses to decide.

**Motion**: To amend article 8 of the by-laws to add section 9 titled “Grant Policy” with the text: “Any grant applications made on behalf of CHEA or one of its member houses must have board approval, subject to any policies and procedures of the board. Members of the houses are encouraged to work with the board and staff on grant applications.” **Moved by Josh, seconded by Indya. MOTION PASSES.**

*Accepting: 3*

*Rejecting: 0*

*Abstaining: 1*

#### Membership Survey Results

Tabled until Natalie returns.

#### Board Officer Description Bylaw Amendments

Gatlin has been working on this. He would rather present at a working meeting and then have it approved at the next voting meet.

#### Require House Bookkeepers/Treasurers to communicate quickbook questions with Natalie San Luis rather than the paid bookkeepers

Natalie is interested in helping with this. Members of both houses who probably have more quickbooks training than Natalie does at this time, perhaps ask peers at both houses for answers to QB questions. Would it have to go into Natalie’s job description? No motion made for this agenda item at this time.

#### New Business

Indya has not gathered quotes yet for D&O insurance action item. Trip is interested in helping with that. Any other board members also encouraged because Indya will be out of country through August 5th.

#### July 24th’s meeting adjourned at 9:05 p.m.

#### Future Meeting Schedule and Agenda Items

The Board determined the following discussion items for the Working Meeting, which was agreed to take place on Wednesday, August 9th, 2017 at 7:30 p.m. at La Reunion:

* Check-in
* Membership Survey Results
* Discussion on increasing racial diversity in Austin cooperative community
* CTAP Partnership with ROC-USA
* Board officer description bylaw amendments
* Working meeting sunset review
* D&O Insurance and Worker’s Comp

The Board determined the following discussion items for the Voting Meeting, which was agreed to take place on Wednesday, August 23rd, 2017 at 7:30 p.m. at La Reunion.

* TBD