

Board of Directors Meeting (HCPC)
328 West Highlands Drive
Lakeland, FL 33803

Our Mission:

Teaming up to make homelessness rare, non-recurring and short lived.

January 10, 2018

Meeting started at 3:10pm

Meeting Adjourned 3:35pm

Board Members Present: Annie Gibson, Mary Jane Oglesby and Jane Freeman
Laura Lee Gwinn, Executive Director, Ron Daniels and Cedric Cox who will be taking
Mary Jane's position.

Call to order was done by Annie Gibson

- The November 2017 minutes were reviewed. A motion to accept the minutes as written was made by Mary Jane,
Seconded by Jane Freeman

Old Business

- PIT Count Prep
 - *70 plus volunteers
 - *Training is completed, teams and areas are being assigned. There are 9 areas with 9 team leaders.
 - *Count Date: 1/26/2018
 - *Gift card will be given out
- Governance Board is still being worked on. Ron is working on Steps. Split will be completed by this quarter.

NEW BUSINESS

- Hired new employee, Michael Spaulding. He is new Veterans Specialist who was hired with St. Vincent De Paul's Grant.
- Hiring replacement for Administrative Coordinator. This is replacement for Laurie Williams. Interview is scheduled for tomorrow. Replacement will be done before Laurie leaves, this will be a full time position. There is also a full time. Planner position available and a CE specialist position, (part time) who will float. This will be funded by St. Vincent's.

- 2018 Budget Draft
 - *Reflects \$100k SVDP grant
 - *Reflects 3% salary increaseThe board discussed budget draft. Questions about the budget were answered. A motion was made by Jane Freeman to accept the budget. This was seconded by Annie Gibson. A vote was taken and passed. Laura Lee will send out budget to Mike and AI for review.
- Mary Jane is retiring
 - *Mike/Annie must appoint and approve vacant position until new election.Cedic Cox was appointed to Mary Jane's position and he has accepted position.
- Annual CoC meeting will be done next week.

Committee Chair Update

- Strategic Planning (open)
- Membership and Public Relations- (open)
- Financial Resources (open)
- Program and Advocacy- May Jane (No report)
- Capacity Building (open)

Meeting Adjourned.

Submitted by

Jane Freeman
Secretary HCPC

