

**Easter Group Meeting
Friday, May 22 2015**

Present: Julia Smith, Julie and Loyd Platson, Dave Nuetzel, Evadne Wright, and Mary Wegner

1. ROLL CALL, CALL TO ORDER

2. ADDITIONS TO AGENDA, APPROVAL OF AGENDA - We added two items to New Business.

Dave moved and Evadne seconded to approve the agenda as modified. Motion Passed.

3. APPROVAL OF MINUTES OF May 4, 2015 (last meeting)

Dave moved and Evadne seconded to approve the minutes from the May 4th meeting. Motion passed.

4. PUBLIC, GUEST INTRODUCTIONS - None

5. REPORTS

A. PRESIDENT - We had three requests for support (two from SERHC and one phone); needs are still unclear and two individuals have since left town at least temporarily. Julia asked if there was any follow-up regarding the outcome from the Homeless Summit last year. Information was shared regarding the actions that were known, and discussed possibly making a flow chart from the LIO guide for quick and easy access.

B. VICE PRESIDENT - Vacant Position

C. SECRETARY - Not at this time

D. TREASURER - Dorrie, as Bookkeeper, left us a Reconciliation Report and Banking Summary. Dorrie also reported in an email since the last meeting that she filed on-time our 2014 taxes, which were due May 15th.

6. UNFINISHED BUSINESS

A. Election of officers - We reviewed the process to elect officers and the bylaws.

- **President:** Julia handed Mary the gavel for the voting process.

Dave moved and Evadne seconded to have Julia be our President. Motion passed unanimously.

- **Vice President:** *Dave moved and Mary seconded to have Julie be our Vice President. Motion passed unanimously.*

- **Secretary:** Julia appointed Mary to stay on as Secretary, which she accepted.

- **Treasurer:** Dorrie has agreed to be a no-cost Bookkeeper. Treasurer position remains vacant at this time - hoping Ted will accept since we have a Bookkeeper.

B. Fund Disbursement Guidelines - Dave sent out after last meeting the updated Disbursement Guidelines, which we agreed represented our current views.

7. NEW BUSINESS

- A. **Thank you to Dorrie and Jack and Judy** - We discussed thanking the three individuals who recently left the Easter Group. We decided to invite the three founding and key individuals to lunch with us at the Salvation Army where we give them a certificate of appreciation and take a picture for the paper. Evadne will look at possible dates, Julia will work on the invitation, and Julie/Loyd will work on the certificates of appreciation.
- B. **Easter Group Changes:**
- **Process to Enlist Easter Group Support:** Previously requests for services, which often come in through the Easter Group email that is checked by Mary as Secretary, was passed on to Dorrie and Ted for follow-up. Our new process will be that Mary will send requests for services that come in through email to Julia, who will send an email to the entire group, sharing information gained and enlisting support as relevant.
 - **Changing our mailing address:** Instead of having our President's home address being our mailing address, we discussed the possibility of using a church or service provider (e.g., Salvation Army) as our mailing address. Julia will check with the Methodist Church to see they will be our new mailing address.
 - **Release of Information:** The Salvation recently had what we believe is one of the same three requests for assistance that we recently received; however, they couldn't help because SERHC didn't have a release of information. We discussed that as an organization we need to have a Release of Information (ROI) ourselves in order to work with local agencies.
 - **Communicating Changes in Leadership and Processes:** Julia and Mary will work on getting an email out to our local contacts that shares our new application for services, our ROI when we get that done, change from Dorrie to Julia as our President, our potentially new mailing address, and remind of our email address.

8. SET DATE AND AGENDA ITEMS FOR NEXT MEETING

- A. **Streamlined Resource Guide:** Mary will send out the document Dorrie, Amy Nelson, and Marie Murray created recently so we can see if we want to use this as a base.
- B. **ROI:** Dave will share a sample ROI for us to consider.
- C. **Project Homeless Connect/Project Homeless Resources:** From our May 4th meeting
- D. **Next Meeting:** July 31st @ 1:00 pm at St. Peter's See House

9. ADJOURNMENT

Mary moved and Dave seconded to adjourn. We adjourned at 2:37 pm.