CSAH BOARD MEETING MINUTES JANUARY 16, 2025

Attendees: Jimmy Smith (Chair), Jen Davenport (Secretary), Jenn Dulong (CSAH ED), Jenny Gentry (Treasurer), Holden Hayes, Miriam Munn, James Smith, Kurtis Purtee, Jacqueline Awe, Elizabeth Seeger, Kishia Young, Stacey Murray, Janice Sheffield, Wanda Wesley, Kamashia Nelson, Jada Fate, Alison Petykowski

Located at 761 Wheaton Street, 3rd Floor Conference Room & Microsoft teams

I. **Welcome, Call to Order (Jimmy Smith, Chair)**

II. **Review and Approval of the minutes (Jen Davenport, Secretary)**

a. **November meeting minutes-**Motion to approve-**Holden Hayes/seconded by Jenny Gentry/**minutes approved.

b,c Discussion regarding Interagency Council on Homelessness CH Enabling Act and review and discussion of CSAH proposed amendments-(Jen Davenport) Jen explained the two acts of legislation being proposed for updates. The amendments to CSAH's enabling act are designed to codify CSAH's work and have the law (created in 1989) to reflect that. It will cement CSAH as the Collaborative Applicant and define work specific to CSAH. It will move other functions to the ICH as the planning body and CSAH as the operational arm. The work began under the former Board Chair Julian Miller before Jenn Dulong's beginning tenure at the agency. Jen states that this should be low-hanging fruit, which has the legislative support needed to be approved. A vote was called to determine if CSAH should move forward with this. A motion was made to approve **Holden Hayes/seconded by Elizabeth Setter. Motion Approved.** It is proposed that the size of CSAH's board by reduced by half and that the number of board meetings by reduced to seven (7)- six meetings and an annual meeting. Kurtis Purtee asked what the 40% quorum would look like. Jimmy stated that if the board is reduced to 13 members, a quorum would be 6. Reducing the size of the board will help with attendance and undo confusing overlap between City and County appointees and allow the agency to do better work.

d. Nomination for Vice Chair CSAH has been without a board vice chair for six months now. The proposal being made is to have Karen Guinn, who is now chair of the ICH, but will roll off as her term finished, become the vice chair of the board of CSAH. This will bring the history of both organizations forward. She will remain a regular board member of the ICH. A motion was made to approve-**Holden Hayes/seconded by Kurtis Purtee. Motion Approved.**

III. Financials (Jenny Gentry, Treasurer)-

a. The income statement and the balance sheet were reviewed by the Executive Committee, and everything looks to be inline. There are no anomalies. It may look as if things are worse due to the sale of Graydon and the required write-off but they aren't. Kudos for eliminating/ keeping liabilities in check. A motion was made to approve the P & L and Balance Sheet as presented Elizabeth Seeger**/seconded by Jenny Gentry. Motion Approved.**

b. Jenn Dulong discussed the annual budget, including grant income, variances and rent accounts. Estimates for rental income of the Dundee cottages were deliberately kept low until the project was up and running. Annual Donor income has increased about three times from $90-110k. Donations are solicited through the website, direct mail outs and Give Change That Counts (GCTC). GCTC does not benefit the agency directly. It goes to support the day centers. Marketing and public messaging have improved. It is to be noted that no donations support the administration of CSAH- staff is supported by grants only and the plan is to keep it that way. Staff received salary increases the previous two years, but there was no COL increase in 2024.

Jimmy pointed out that there has been a 20% increase in income over expenses-signs of a healthy non-profit.

Jimmy asked how much income the GCTC signage had generated, and **Jenn** responded $11,250. She mentioned that the trademark has also been sold to Augusta.

A motion was made to approve the annual budget as presented-**Jenny Gentry/ seconded by Holden Hayes. Motion Approved.**

IV. **CSAH Executive Directors Report (Jenn Dulong)**

a. New staff have been hired: 1 for HMIS (now a team of two), housing department-1 additional case manager, 1 peer support specialist to assist with Project Hope Water and an Executive Administrator. One additional staff member has been added to the PATH program.

b. Per HUD directives, the annual PIT count is conducted on the last Thursday of January. 82 volunteers signed up for training as well as others wo have previously been trained and have

participated. Along with all CSAH staff, about 125 will participate. Any Board members who are interested in participating are welcome and will get a t-shirt, a head **lamp, and a reflective** vest. Discussion with Jenn handing out a list of the known camp locations (which is pretty accurate). Drones are also being used. The count will be a full saturation of Chatham County and will cover transitional, emergency and the unsheltered. QR codes, jot forms, and an on-line app will be utilized. The count of the unsheltered runs about 173-174. The narrative that sometimes circulates about the situation of the unsheltered getting out of control is not an accurate one. Most of those encountered during the count are receptive to participating.

c. CSAH is continuing to work with the movie producers of NO ADDRESS for its premiere and is considering renting Trustees Theater for its release here.

Other:

SCAD is working with CSAH to develop touch screen digital kiosks which will be located outside and service as resource directories for the unsheltered. There will be seven kiosks which will provide such information as the location of emergency shelters, transportation, food, MH services, access to showers, etc.

CSAH will provide and maintain consistent access to cold weather gear whether the weather reaches the City's threshold or not.

Meeting Adjourned at 4:48pm

Next CSAH board meeting: Thursday-February 20, 2025

761 Wheaton St 3rd FL