

# HOST House Board Agenda

## General Meeting #4

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**Date:** 20 September 2023

**Present:** Becky Campo, Mayra Rojas, Rebekah Miranda, Mary Miranda, Yolanda Magaña, Sherril Lex

**Absent:**

**Meeting Start:** 6:15PM

**Meeting End:** 7:25PM

- 1) Opening Prayer
- 2) Approval of August's Minutes
- 3) 501c3 Update
  - a) Our 501c3 status has finally been reinstated-- we are now back to officially being a non-profit organization!
  - b) We will make sure to stay on top of all document filings and other priorities so that we won't lose our 501c3
  - c) We will work on making a binder of by laws, policies, and other necessary information so that when new members come in and take over they will know how to carry on
  - d) We can officially request CBDG funds from the city, covid funds from county
    - i) Becky will draft a letter to Ken telling him we are official nonprofit asking how to apply/ask for these funds
- 4) Moving Forward as an Official Nonprofit
  - a) We will formally invite Cambridge to give the same presentation to us that they gave to the city
    - i) At our next Executive Meeting
  - b) We need to meet with them and officially sort everything out
    - i) Review contracts and MOU and really make our agreements and partnership official and formal
  - c) We should go over our mission and other goals and make sure they are up to date or if we need to make changes to better fit our current mission and goals

- 5) The House
  - a) We need a note to the house
  - b) We as the landlord need to start doing walkthroughs to make sure the house is in good condition; take notes on any structural problems, etc.
    - i) Invite someone from the fire dept. to help with walkthrough
- 6) Fundraising
  - a) We can now start fundraising
  - b) We can go to rotary and other businesses and write letters requesting for financial help or even other forms of help such as volunteering people and time to help us meet goals
  - c) We can look for past letters that HOST sent to businesses for fundraising and use them as a template for us to use
  - d) Start thinking of fundraising ideas
- 7) Amazon Donation to HOST
  - a) HOST and Naomi's House received a donation from Amazon of \$20K but none of us knew about it and no one from HOST was there to receive it--Cambridge was there receiving it.
  - b) Did Cambridge apply under our name? The check specifically is made out to both Naomi's House AND Helping Others Sleep Tonight, yet Cambridge members are accepting it and we had no idea about it.
    - i) They had already mentioned they will no longer be applying for grants under HOST's name anymore at the last city hall meeting
  - c) We need to notify Amazon right away, correcting them that if they meant to give it to Naomi's House then they should change it and make the check out to Naomi's House instead of HOST.
- 8) Other
  - a) We need to enforce a "double signature" when cashing money/withdrawing money
    - i) Ex. if its under \$200 then one signature is okay, but anything over we would need to require "double signature"
- 9) Closing Prayer
- 10) Next Meeting (Executive)
  - a) October 11