



## DHHSC BOARD MEETING AGENDA

**6pm April 13, 2021**

- I. Call to Order – 6:10pm  
Board members Present: Trisha Houston, Nicole Hurt, Jessica Lozano-Delgado, Steve Longo, Sal Garcia, Serena Johnson
- II. Approval of Agenda Items
  - a. Motion to approve the agenda by Serena Johnson 2<sup>nd</sup> by Jamie Johnson-Clay.  
Approved
- III. Approval of January board minutes
  - a.
- IV. President's Report – Trisha Houston
- V. Vice President's Report – Salvador Garcia
- VI. Secretary's Report – Serena Johnson
  - a. Secretary's 2<sup>nd</sup> term will be ending soon due to limit of 2 terms at 3 years each.
- VII. Treasurer's report – Steve Longo
  - a. INSERT TREASURER REPORT HERE
- VIII. Executive Director's report – Michelle Bronson
  - a. INSERT ED REPORT HERE  
Had to temporarily suspend grant applications due to accounting needs, but we have applied for some small grants of \$1000. We have applied with PayPal as a charitable organization and will no longer be subject to PayPal fees.

All our new events are via Zoom. We have family Day on April 24 1pm-4pm. Martha's Vineyard is May 1, 1-4, May 15 Job Fair due to many of the students being back to school so we want to be sure that we do not have scheduling conflicts. Virtual events have pros and cons. It is possible that we will be back in the office on July 1<sup>st</sup>, or alternating schedules. We do not know about opening to the public, possibly in the fall. Convo has a Vlog posted about Martha's Vineyard that would be a good resource for those who attend. SL will provide link

- b. Board president asked about confirmation for individuals who attend the event. Alex mentions that we can gather the information regarding who registers and send out a BCC to attendees re: thank you for registering. To confirm whether or not

student attended might be a challenge due to not being able to screenshot due to privacy issues. It might be better to have students speak specifically regarding

- IX. Fundraising report – N/A
  - a. We would like a fundraising event regarding food since people tend to eat out more in the summer time. We want to see how we can adapt and do fundraising in new and creative ways.
- X. General Board comments
- XI. Unfinished Business –
  - a. Update on any new Bylaw revisions
    - i. We need to review these to ensure they are updated for the future. However, we would like to submit what we currently have to a neutral/outside/3<sup>rd</sup> party so that they can be evaluated objectively. We would need these reviewed by a lawyer to ensure we don't face any legal concerns. SL mentioned we needed to vote on the bylaws but it has been taken care of and voting has been completed. We need to make a decision regarding the shredding, storage, and disposal of our confidential documents. Please review your emails and sign off on what you think. We also need everyone to sign a conflict of interest statement.
  - b. Approve Financial/bookkeeping documents
    - i. These documents were emailed on March 4<sup>th</sup> and today and need to be signed as soon as possible. Board members please need to sign it tonight.
- XII. New business –
  - a. Community Comments set date – August 7<sup>th</sup> (time?)
    - i. We will hold community comments in the afternoon. Executive Director Michelle indicates that in the past when we hold the community comments in the morning people end up arriving late and trickling in the afternoon. Board President suggests a working lunch at 12pm and starting community comments at 1pm. Jamie suggest requesting a donation from Jantz Café and Bakery. We will need to request interpreters for 1pm-3pm.
- XIII. Public comments: 3 minutes
- XIV. Announcements
- XV. Closed session (if needed)
- XVI. Adjournment-7:06pm