

**Homeless Solutions, Inc.**

**Board of Trustees Meeting**

**Tuesday, June 22, 2021 at 6:30 pm**

**Minutes**

---

**Present:** George Goldman (Chair), Jim Nason (Vice Chair), Dan McGuire (CEO), Colleen Bondy, Mike Gayda, DaVon Gorman, Mary LeBlanc, Diane Mann, Sally Mulligan, Gary Pancoast, Rob Schmitt, Steve Schroeder, Buddy Scott, Lee Taurman, Tom Uhlman, Darla Wilkinson, Megan Young.

**Also Present:** Stephanie Cicale, Wes Gaynor, Shannon Muti, Awilda Perez, Sandra Rodriguez, Kari Szary, Chris Schuette, Christine Sutherland.

**Special Guest:** Rebecca Rhoads, Director, Office of Homelessness Prevention, NJ Department of Community Affairs.

**Excused:** Warren Estey, Georgia Papathomas, Steve Trozinski.

The meeting was called to order by George Goldman, Board Chair, at 6:32 pm.

The Board was joined by guest speaker Rebecca Rhoads, Director, Office of Homelessness Prevention, NJ Dept. of Community Affairs. There were remarks and a question and answer period prior to the formal business meeting. Ms. Rhoads signed off at the end of her presentation and the business meeting began at 7:14 pm.

**VOTE:** Minutes of the April 27, 2021 Board meeting were presented for approval. Mike Gayda noted that he was at the April meeting but was not listed as being in attendance.

George welcomed board nominees DaVon Gorman and Sally Mulligan.

**VOTE:** The Board voted unanimously to ratify the e-voting approval of DaVon and Sally as Board Trustees. The Board extended a warm welcome and DaVon and Sally both expressed that they are looking forward to working with the Board in support of the HSI mission.

George acknowledged that it was Jim Nason's last meeting, and expressed appreciation for his dedication to HSI over the 9 years of his Board tenure. Stephanie noted that Jim was only the 2<sup>nd</sup> Board member to complete the maximum three terms allowed under the bylaws. She shared that the staff loved his sense of humor and dedication. Jim expressed how proud he was to be a part of HSI, and noted the amazing growth of the organization over his tenure.

## **CEO Report**

**Dan McGuire**

Dan McGuire (CEO) began by asking if there were any questions on the Organizational Pillar report from Kari Szary. Mike Gayda inquired as to whether the recent vacancies in Housing Development; the Property Manager position in particular; were a result of low salaries compared to the for-profit sector. Dan shared that the HD vacancies were not related to low salaries and a signing bonus will be offered, if necessary, to attract the talent needed for this niche position as well as other HD vacancies. George added that perhaps the initial salary does not attract the caliber of people we need to maintain stability in this position.

The 2021-2022 Board meeting schedule was announced and will be sent out with the minutes and available in the website portal. The Retreat will be held on September 28<sup>th</sup>, the Holiday Party will be on December 14, and the meetings in the first half of 2022 will be February 15, April 28 and June 16.

## **Committee on Trustees**

**Darla Wilkinson**

Darla Wilkinson commended Stephanie for recruiting two new Board members during the pandemic, which posed unique logistical challenges compared to our normal process.

Darla also discussed the annual Board survey results, which had almost 100% participation. The names of those who offered to help Dan with talent development and succession planning were forwarded to him.

Darla then invited Stephanie to provide an update on the BoardLead Opportunity. Ling Yin and Ryan Spencer had HSI as their 1<sup>st</sup> choice, and engagement with both candidates has begun. Darla and Colleen joined Stephanie and Ling on a recent tour, and they were impressed with her enthusiasm and interest. Ryan is a partner at PWC and has an upcoming tour scheduled and a date to cook at the shelter.

Darla reported that new committee assignments have been finalized, and all new assignments were in accordance with Board members' expressed interest.

## **Expand Impact**

**Buddy Scott**

Buddy recognized the daily chaos that Wes is dealing with, due to the HVAC work and the renovation of the Garden Level. Wes thanked Buddy and Rob for their help navigating the impasse with Lia Construction and the renovation budget. He also expressed that the shelter staff has had some real challenges dealing with the HVAC work, construction and the pandemic. Wes then shared a slideshow of the initial demolition.

Buddy shared that Dan has continued to negotiate with Joann at Family Promise regarding the MOU and budget for the Promising Solutions project.

Awilda reported that a summer intern is starting tomorrow, which will assist her during this period of multiple vacancies. She praised the support of her colleagues and Mary LeBlanc made sure that Awilda knows to reach out if she needs additional support.

## **Sustainable Budget**

**Christine Sutherland**

Christine reported that a Staff Accountant and an outside consultant were both added to the Finance team as of June 1<sup>st</sup>.

The financial position of HSI is expected to continue to remain strong through 2021, thanks to philanthropy and fundraising events exceeding expectations. George added that the PPP loan is expected to be forgiven later this year, adding over \$500,000 to the bottom line.

Kari reported that staff is aware of the tight job market and some are asking for salary increases. There will be a salary review later in the year to ensure salaries are industry-appropriate.

## **Continue to Expand Fundraising**

**Mary LeBlanc**

Mary indicated that sponsorships are needed for the BASH, A Night in the Cold (ANITC), and Virtual Women's Day. FAN prospects were negatively affected by the pandemic, but there are efforts underway to revitalize this program. Board members should consider if they know anyone who would be a good match for the Family Angel Network.

Stephanie shared that the next BASH is scheduled for March 25, 2022.

PWC is the first sponsor for the December 4<sup>th</sup> ANITC. Mary thanked all those who helped write thank you notes to ANITC supporters.

Mary also noted that social media engagement numbers are increasing, as the marketing statistics indicate. She noted that we are outperforming the metrics for similar nonprofits.

Stephanie indicated that she has a strong pool to pick from for the new Development position.

Darla commended the Development Team, and specifically Wendi, on the recently release Annual Report. She particularly liked the focus on how the staff has dealt with the pandemic.

## **Other Business**

**George Goldman**

George noted that planning will be starting for the September retreat, and encouraged board members to send any prospective topics or ideas to him promptly. He is hoping to have the subject matter finalized by mid-July so that preparations can begin in earnest.

George proposed that future meetings should be in-person, with the possibility of either the February or April meeting being virtual. Committee chairs should feel free to continue with virtual meetings, depending on the committee members' preferences. Discussion ensued, with some interest expressed in continuing to provide a virtual option (which will need to be researched so that it is effective and non-intrusive).

The meeting was adjourned at 8:22 pm.