



Minutes by: Melissa Markos

**In attendance:**

Melissa Markos, Jason Elzy, KimberLee Whitney, Melanie Doshier

**1) Call to Order**

- a) Meeting was called to order by Jason Elzy at 2:00 pm

**2) Workgroup Discussion**

- a) Discussion on Roles and Responsibilities of Workgroup Chairs as well as workgroup Members was discussed. The need for active workgroup members was discussed. Governance and Membership WG is still relatively small and one more member will be requested from the Board. The Charter states that all Board members will serve on at least one Workgroup

**3) GAPS Analysis Update**

- a) Lisa Mostly has presented the GAPS Analysis contract to ACCESS which is going through the internal review process.
- b) ACCESS is drafting a list of Agencies Lisa may be contacting for Board Members to contact and explain who Lisa is, why the information is being requested, and what the results will be.
- c) List Mostly will be attending the August General Membership meeting to introduce herself and the Gaps Analysis project and explain the process. Board members will be encouraged to attend.

**4) November Board Elections**

- a) The election process will begin in November. The Board Election Process will be discussed at the next Board meeting. All non-reserved seats will be up election in 2024.



**5) Bi-Annual Full Membership Meeting**

- a) The Full General Membership meeting is due to happen in July. The Governance and Membership Workgroup has discussed the meeting move to September 2024, to give more time to set the agenda, finalize the election process, and ensure more members are in attendance due to summer vacations. The General Membership would like the Board to present what has been going on with the CoC and what the future CoC Goals are.
- b) Discussion around setting the general membership meeting for 2 hours and spending half the time on elections and half on Board presentations would be desirable. Discussion was had around each Board Member taking space to present which will also help the General Membership and Board get to know each other better.

**6) Agenda**

- a) The CoC Board has stated it would like to move to a Consent Agenda. Melissa will include the Consent Agenda for the next meeting
- b) It has been requested that the Board receive the Workgroup Minutes in the Board Packets going forward instead of WG updates. Melissa will include these in the monthly Board Packets.

**7) MAC Group**

- a) Discussion around the MAC group becoming an official Workgroup of the CoC was discussed. Melissa will draft a resolution to the Board for a vote.

**8) July CoC Board Meeting Agenda**

- a) The CoC put forward Agenda items for the Board. Melissa will draft as the Board Secretary is currently out.

**9) Adjournment: Meeting adjourned at 3:00 pm.**

**Next Meeting: July 24<sup>th</sup>, 2024 2:00-3:00 pm**