



BOARD COMMITTEE DESCRIPTION	This committee is responsible for: (1) Board and Board Committee nominations; (2) Board orientation; (3) Reviewing the Charter and proposing draft amendments; (4) Reviewing options for structural changes when needed; and (5) CoC Membership through the establishment of a Membership Subcommittee.
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AGENDA ITEM	TIMING	PERSON FACILITATING
Agenda and Minutes Approval <ul style="list-style-type: none"> - Approve Agenda - Approve Minutes for Nov 18 	5 min	Fred
2021 Board Slate <ul style="list-style-type: none"> - Review and Vote on 2021 Proposed Slate for Board and Exec Com 	10 min	Nicole
2021 CoC Membership Dues – Recommendation for All Chicago for BAC Discussion and Vote <ol style="list-style-type: none"> 1. The balance in the CoC membership account is more than sufficient to sustain the normal operations of the CoC for more than one year. 2. Therefore, we recommend for all fully paid members in good standing in 2020, 2021 membership fees will be waived. 3. For any new members wishing to join in 2021, they should go through the regular sign up process and be charged normal fees. 4. We should still try to collect and assess membership status for members who still owe us for 2020. 5. When formed in 2021 the membership committee can assess whether their 2020 past due fees should be waived. 	15 min	Nicole
2021 BAC and Membership Committee Work Plans and Meeting Schedule <ul style="list-style-type: none"> - Review Workplans - BAC meeting 3 times per year in 2021 - Membership meeting 4 times per year in 2021 	20 min	Nicole
2020 Debrief <ul style="list-style-type: none"> - What went well? - What can be improved? 	10 min	Fred
2021 Committees <ul style="list-style-type: none"> - Status update on Recruitment efforts 	5 min	Nicole
Next Meeting Focus <ul style="list-style-type: none"> - Review and approve applications for committee and subcommittee membership for 2021 - Board Orientation Updates 		



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ATTENDEES	Fred Friedman (LEC); Michael Banghart (SPC); Sherri Allen Reeves (SPC); Christy Prah (Private Funders); Regina Freeman-Hodges (VA), Chris O’Hara (LEC), Todd Fuller (IDHS) Nicole Bahena, All Chicago Staff
BRIEF SUMMARY OF DECISIONS MADE	<ul style="list-style-type: none"> The Board Affairs Committee voted to email current rep and others at Samuel DeWitt Proctor Conference to see who from the organization or network could join the CoC Board. The Board Affairs Committee agrees to conduct broad recruitment efforts led by All Chicago. The Board Affairs Committee voted to allow the CoC Board for 2021 to go up to 25. The current charter says the limit should be 23. Fred will serve as the chair of the Membership Subcommittee and Board Affairs Committee for 2021.

ACTION ITEMS (INCLUDING ANY AREAS OF UNFINISHED BUSINESS)	PERSON / PARTY RESPONSIBLE	TIMELINE
Change all approved minutes to final version and post.	Nicole	Within 1 week
Reach out to lead admin contact and Saeed to invite someone to the Board.	Nicole	Within 1 week
Identify delegates for 2021 for non-LEC/YAB/SPC positions.	Nicole → Cindy	By January 2021
Conduct CoC Board Committee recruitment for 2021 based on proposal reviewed by BAC.	Nicole	By early December

AGENDA ITEM	Agenda and Minutes Approval
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	The committee adopted the agenda, and minutes. If anyone reviews the minutes and has corrections, let Nicole know.

AGENDA ITEM	CoC Board Membership Updates
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	LEC Elected Richard Rowe to another term for 2021, and elected him to represent the LEC Vice Chair current role, to be CoC Board Chair for 2021.

AGENDA ITEM	2021 Board Slate
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Slates up for Board Affairs Committee Discussion are:</p> <ul style="list-style-type: none"> - Faith-based Representative – Current rep has not been very active. The BAC made a motion (Christy moved, Sherri seconded) that was accepted to email current rep and others at Samuel DeWitt Proctor Conference to see who from the organization or network could join the CoC Board. That person would be vetted and submitted for approval to the CoC Board. - IDHS – Todd confirmed another term, and will identify a delegate to represent when he’s not able to attend. (Christy moved, Michael seconded) - All Chicago will confirm with CDPH who is the representative. - Steve Brown – All Chicago will confirm he wants to be on the Board again. - Committee noted the charter says there are 23 CoC Board Members, but the current board is 24. Michael moved and Sherri seconded to allow the Board for 2021 to go up to 25.

AGENDA ITEM	2021 Committees
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Nicole reviewed All Chicago proposal for 2021 Committee Recruitment. Christy moved to accept this approach to board recruitment for 2021, and Michael seconded. The motion was changed to be: Board Affairs Committee agrees to conduct broad recruitment efforts led by All Chicago. Moved by Sherri, seconded by Michael.</p> <p>Input from BAC – more than emailing and slack channel might be necessary, might need to be more dedicated 1:1 work.</p>

AGENDA ITEM	2021 Board Member Orientation Plan
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Nicole reviewed proposed Board Member Orientation plan. Could we do it and have voluntary participation for recurring members, but mandatory for new members. We could record it so it’s available for future people throughout the year.</p> <ul style="list-style-type: none"> - Interest in BAC Members joining the Membership Committee – Fred will serve as the chair of the Membership Subcommittee. Sherri will be on the Membership Subcommittee as well. - Voting for 2021 BAC Chair – Michael nominated Fred for 2021 Board Affairs Committee Chair

AGENDA ITEM	2020 Debrief
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	We were not able to address this agenda item. It will be moved to the next meeting.

AGENDA ITEM	2021 BAC and Membership Committee Work Plans
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SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	We were not able to address this agenda item. It will be moved to the next meeting.
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AGENDA ITEM	Next Meeting scheduled for Friday, Dec 4.
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Next Meeting Focus</p> <ul style="list-style-type: none"> - Finalizing Slate for CoC Board and Executive Committee - 2021 BAC and Membership Committee Work Plans - 2020 Debrief - Onboarding Plan (if anything needs to be finalized)

DRAFT

