



****These meeting notes are considered draft until approved at the next meeting. If any adjustments are made before approval, a new version will be posted.****

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.
ATTENDEES	Attendees: Fred Friedman, Chris O’Hara, Christy Prah, David Dempsey, Regina Freeman-Hodges, Robret Simpson, Stephanie Piccirilli, Todd Fuller, Brittany Ramenani. Staff: Nicole Bahena, All Chicago
BRIEF SUMMARY OF DECISIONS MADE	<ul style="list-style-type: none"> • Hold a Board and Committee Orientation Meeting. • Schedule a joint Finance Committee, Board Affairs Committee and Membership Committee meeting to clarify the path forward with membership dues for 2021. • BAC and Membership Subcommittee Workplans for 2021 were reviewed and approved.

ACTION ITEMS (INCLUDING ANY AREAS OF UNFINISHED BUSINESS)	PERSON / PARTY RESPONSIBLE	TIMELINE
Schedule a joint Finance Committee, Membership Committee to discuss membership dues.	Nicole	
Schedule a tentative September meeting for BAC in case it is needed	Nicole	
Schedule a membership Committee Subcommittee meeting	Nicole	
Create a Board Member Survey and send to BAC for feedback	Nicole	

Agenda Items

AGENDA ITEM	Approve Past Meeting Minutes and Today’s Agenda
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Motion to approve the agenda made by Todd; Christy seconded. All approved and motion passed.</p> <p>Motion to approve the past meeting minutes made by Robret, motion was seconded.</p>

AGENDA ITEM	Revisit Work Plan for 2021
--------------------	----------------------------

SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Reviewing the workplan, Chris moved and Robret seconded to schedule a September meeting in case it is needed.</p> <p>The Committee agreed to hold a Board and Committee Orientation Meeting – Fred and Stephanie volunteered to help present. The Committee agreed that we should schedule a joint Finance Committee, Board Affairs Committee and Membership Committee; the purpose would be to clarify the path forward with membership dues for 2021.</p>
---	--

AGENDA ITEM	Revisit Work Plan for 2021 Membership Committee
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Workplan for Membership Subcommittee was approved. Nicole will schedule Membership Subcommittee meetings. Christian and Robret volunteered to join the Membership Subcommittee.</p> <p>The Committee discussed whether we should be reviewing demographic information for membership. We should get the healthcare sector and other institutions involved as members. We could meet with them to encourage them to join the CoC. The Membership Subcommittee can consider this and next steps. Fred will share with the CHHRGE that they can join the CoC.</p>

AGENDA ITEM	Board Member Survey
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>The Committee discussed perhaps creating two surveys. One for CoC Membership and one for CoC Board Members. The Membership Subcommittee should create a CoC Membership survey.</p> <p>For the Board Survey, the purpose would be:</p> <ul style="list-style-type: none"> - We would like to make sure the board is diverse and made up like the clients we serve (race, disability, gender preferences, age) - Make sure we can address people appropriately in meetings if they so choose by collecting preferred pronouns and demographics - Make sure people find meaning in the work. - To remind people about Board Expectations.

AGENDA ITEM	Meeting Debrief
SUMMARY OF SIGNIFICANT OUTCOMES (MOTIONS, DECISIONS)	<p>Several members of the group shared what they thought went well about today's meeting and areas where we can improve.</p>