

Helping Our People Excel (h.o.p.e.)
Non-Profit 23rd, Bi-Monthly Board Meeting
January 16th, 2010

Present: Richard Timberlake, Harold Bouchard, Roberta Braun, Catherine McHenry, Carol Bouchard, Robin Young

- I. Call to Order: Called to order by Rich Timberlake at 1:13 p.m.
- II. Minutes of the Previous Meeting
 - a. Approval or changes: Approved – Harold 1st the motion, Roberta 2nd. It was suggested and approved that the minutes would be put on the h.o.p.e. website under Resources.
- III. Board Member Update
 - a. Appointment of Catherine McHenry – Roberta nominated Catherine to take the position of Vice President. All were in favor. Richard 2nd.
- IV. New Business
 - a. Barbara Coria Liberty Savings Bank. “Bank With A Cause”. Barbara was not there. According to Carol, the purpose of her business was to state that if someone opened an account at Liberty Savings Bank, h.o.p.e. would get 1% of the money from the debit card transaction fee. She had a flyer (given to Cindy Timberlake) that will be inserted into the February newsletter. Barbara will attend the March 27th board meeting.
 - b. Assign Committee Leads
 - i. Fundraising Committee – Catherine will chair the Fundraising Committee. Carol, Roberta and Robin will be on the committee. Open to other volunteers.
 - ii. Volunteers Committee - Richard will chair the Volunteers Committee. Robin and Richard will track the volunteers by name, hours and what they volunteered for. They will form a committee to meet and decide what criteria we would want to present as awards at the volunteer appreciation party. Roberta added a volunteer link in the website under Resources and Support that will send an email to Robin when someone inquires about becoming a volunteer.
 - c. h.o.p.e. Truck
 - i. Name on truck – voted no because of the liability.
 - ii. Voted to replace the windshield that is cracked.
 - iii. Paint job: Richard was going to check with his friend to see if they can repaint the truck. Voted to repaint if can be done for less than \$100. It is more of an image issue for h.o.p.e. Truck still runs great.

V. Reports of Officers:

a. Treasurer's Report

- i. Budget 2010 – will complete once 2009 is reconciled. According to Wanda, the budget shows a loss due to wrong entries. Harold will make adjustments on Tuesday (January 20th) to get to the YTD total. Once a week Harold will oversee Robin's transaction and reconcile if needed. Harold has all the passwords and codes to view the statements online.

VI. Announcements?

- a. Catherine scheduled a Fundraising meeting on Thursday, January 21st at the Village Inn in Centennial at 12:30 p.m.
- b. Client Relief Fund: request is determined on an as-needed basis. Robin will research need then get the approval of two board members. Payment made directly to business, i.e. Excel and not the person requesting. Board voted on providing \$100 request for rent money to couple renting an apartment. They both recently got jobs and are able to pay rent going forward but were short the \$100 for the first and last months rent.
- c. Robin and Carol will email Roberta with donation amounts and volunteers so she can remember to recognize in monthly newsletters.
- d. Bannock Street Garden – Denver Urban Garden should have plans by end of week.

VII. Next meeting will be: March 27th at AOI building, 1:00 p.m.

VIII. Adjournment: Richard adjourned at 3:35 p.m.