**MEETING MINUTES**

**EXECUTIVE COMMITTEE MEETING**

August 18th, 2023

10:00 AM – 12:00 PM

*Voting members 2023: Ashley Schwalm (Past Chair), Tim Wilson (Chair), Hope Metheny (Vice-chair) Ben Brustkern, Crissy Canganelli, Dennis Lauterbach*

**Resources** ([https://www.iowafinance.com/homelessness/homeless-service-agencies/iowa-council-on-homelessness/](about:blank)):

Chair Tim Wilson opened the meeting at 10:00 am. A quorum of members was achieved.

1. Introductions
   1. Voting members present:
      1. Dennis Lauterbach
      2. Ashley Schwalm
      3. Tim Wilson
      4. Ben Brustkern
      5. Hope Metheny
      6. Crissy Canganelli
   2. Others present:
      1. Mollie Brees (IFA)
2. Approval of Agenda – ***Action Item***
   1. Motion: Ben
   2. Second: Ashley
   3. Unanimously approved
3. **Public Comment Period**:A public comment period for the meeting will be held at this time to accommodate visitors. This period is limited to 2 minutes per person and 10 minutes in total.
   1. **N/A**
4. Nominating Committee

(Update on vacancy)

* 1. Ben reported that the committee is having a meeting next week to discuss nominations to fill the vacancy. The committee will make recommendations to put forth in September.

1. Strategic Planning

(Update on consult RFP)

* 1. Crissy reported that she has been working with IFA to create the RFP. Tim and Dennis reported that it would be beneficial to review the draft RFP before taking it to the full committee. Crissy reported that she will try to have the draft RFP by the 25th or the 28th.

1. Old Business
   1. Tim stated that it would be helpful to have members of the executive committee that are non-voting members. Tim will ask Terri Rosonke if she could join future executive committee meetings.
2. New Business
   1. Tim stated that he would like to re-engage the public awareness committee to inform providers of upcoming events and raise awareness. Tim will reach out to other council members about the existing committees and inquire if there is any interest in other committees.
3. Plan for next Iowa Council on Homelessness meeting: Friday, September 15, 2023
4. Next Executive Committee meeting: Friday, October 20, 2023
5. Adjourn
   1. Motion: Dennis
   2. Second: Crissy
   3. Unanimously approved; the meeting adjourned at 10:31 am

*Minutes submitted by Mollie Brees*