



Just Compassion of EWC

Board Meeting Minutes

May 10, 2018, 6-8:30pm

"Collaborative, Sustainable, Purposeful"

ATTENDANCE: Darla, Kent, Frank, Rebecca, Carol **Excused:** Renee, Rob, Jake

DURING MEETING: Listen carefully, be patient, appreciate, be prompt, confine comments to topic at hand, only one person talking at a time, "yes...and" vs "yes...but"

Meeting called to order at 6:09 p.m.

Topic	Person	Time	Key Discussion Points/Decisions/Action
Beginning ritual	Darla	2	1. A word or two - reflection
Chair		15	<ol style="list-style-type: none"> 1. Review and approve minutes <ol style="list-style-type: none"> a. Motion to approve minutes from April made by Carol, seconded by Sue. Minutes approved. 2. Info/Update: <ol style="list-style-type: none"> a. Balloon festival: Pam was not present so no update was provided. b. Name for day center. Just Compassion will meet with the City on Monday to discuss signage. <p>DECISION: One sign in the front yard and one on the house. The sign in the front yard will read "Just Compassion Resource Center" with the tagline "Be Seen, Be Heard, Be Known"</p> c. Should we approve of having a "site monitor" for the property? Item brought forward to the board by Renee. Renee was not in attendance to discuss the issue. DECISION: The board had a brief discussion and ultimately refer the decision to the Day Center Committee. d. Report on Good Morning Tigard! More than 50 people attended the Good Morning Tigard event. Darla provided background on Just Compassion and Pam discussed her experience of being homeless. 3. Questions for Day Center, BSWS, Reno, S&L day? No questions or comments from the Board.
Executive Team/Chair	Darla, Jake, Renee, Frank	15	<ol style="list-style-type: none"> 1. Board Member recommendation: Gordon has withdrawn application. 2. Review strategic plan document: Jake continues to work on the strategic plan document.



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			<p>3. Fundraiser event update: Review RPF. Renee has drafted a proposed RFP for “Supper in the ‘Burbs” on September 22. Board approved the proposed RFP once questions are answered about whether there will be sponsored tables, whether linens will be provided.</p> <p>Decision: Motion to approve by Kent, seconded by Rob</p> <p>4. Next up on our agenda: Finalizing financial processes/protocol, drafting hiring processes and procedures, grievance policy and other docs for HMIS. Board did not discuss.</p>
Capital Campaign	Becca	1hr	<p>Consultant Andy introduced himself; board members provided background on their interests and what their vision is for the day center.</p> <p>Andy noted that we need to build up our database of donors. He mentioned that 60% of donors give 90% of the funds.</p> <p>Andy suggests having a two-year silent period to build momentum for the campaign. After two-years, we would start inviting people to the property and hosting more “group” events to tell the story of what we need.</p> <p>Campaign has a chance to create an ongoing funding source for Just Compassion. Funders might turn into volunteers and continued donors. Hosting leadership forums is an approach to building connections with potential donors.</p> <p>Andy left. The board discussed whether to extend a contract to Andy.</p> <p>Renee was not at the meeting but had told another board member that she would like additional bids.</p> <p>Decision: Frank motioned to vote for Andy Sears, Rob seconds. Motion passes. Carol opposed.</p>



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BSWS	Carol	15 min	<p>Shall we continue to provide the supervisory support and infrastructure for the BSWS for 1819? Carol recapped the 2017-18 Severe Weather Shelter activity. Beaverton has extended an offer for us to continue operating the center in 2018-19.</p> <p>Ask Beaverton to provide additional funding or revise the job description. Beaverton should reach out for more volunteers. Change the coordinator position to a manager.</p> <p>A small number of volunteers carried the majority of the workload. We would need more volunteers next year.</p> <p>Just Compassion might be operating a shelter at the day center. We promised the Homebuilders Foundation that we would use the day center property as the severe weather shelter.</p> <p>DECISION: Should we continue to operate the BSWS? Shelter would go away with Just Compassion operating?</p> <p>Board decided that Just Compassion should continue to support the Beaverton Severe Weather Shelter. However, we need to remember that we committed to the Home Builders Foundation that the day center was serve as a shelter location.</p>
1819 Budget	Frank	30 min	Frank received the budget this morning. Board will discuss the budget at next month's meeting.
Newsletter process	Kent	5	Provide information, volunteer tasks, and pictures for the newsletter and website. Newsletter will be sent the first Monday.
Meeting adjourned at 8:39 am.			



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Property Reno Report (Rob):

Preparation for soft grand opening on May 10 included finishing the hardwood floors, we have also initiated the siding project. We had visits from The deputy fire marshal and city building inspector. Have also contacted Bruce our insurance agent in preparation for May 16 as our first day of operations in the building. Will have in place safety and emergency plans as well as exit plan posted in the building prior to opening. Smoke/CO detectors and extinguishers will be on each floor. The city building inspector has approved our opening as well.

Chris from home builders and I will be meeting with Shawn Mitchell from catalyst and his builder to begin planning of the deck and wheelchair ramp and bathroom renovation.

Electric service panel will be installed on Friday, May 11.

DATES TO REMEMBER:

- Day Center: Every Wed and Thursday
- Coalition meeting: Thursday June 7, 7:30am at Davidson's (first Thursday)
- S&L day: Sunday June 3, 10:00am for food distribution, 12:45pm for Showers and Laundry Day (first Sunday)
- Board meeting: Thursday June 14 6-8:30pm at Hall Blvd House (second Thursday)
- **Fall Fundraising event: Sept 22, at Hall Blvd House**

STRATEGIC GOALS COMMITTEES

Goal 1 Thriving Board: Darla (chair), Renee, Jake, Frank

Goal 2 Stable Revenue: Frank (chair), Donna, Becca, Darla, Kent

Goal 3 Strong Healthy Partnerships: Jake, Renee (chair - TBD)

Goal 4 Marketing and Branding: Jake (chair- TBD), Pam, Darla, Kent

Goal 5 Day Center Operations: Sue, Carol, Rob, Donna (chair-TBD)

MISSION, VISION, TAGLINE

Mission – A community centered response for addressing the needs of homeless individuals by building relationships and aspiring towards wholeness

Vision – To be a community where homeless individuals are seen, heard, and known

Cultural Values – Trust, Present, Empathy, Joy, Investment, Transparency, Effective

Tag Lines – Be seen, be heard, be known. And, Building bridges to wholeness.