

**Meeting Minutes NC 506 Continuum of Care Special Board Meeting
Adoption of Bi-Laws**

APPROVED

July 16, 2021

12pm-1pm

Held virtually due to COVID-19

Recording Link: <https://capefearcog.org/continuum-of-care/>

- I. Meeting was Called to order by Chairperson Michele Bennett.
In Attendance:
Kyle Abrahams, Tufanna Bradley, Maegan Zielinski, Sarah Arthur, Anne Best, Meg McBride, Dawn Ferrer, Leslie Smiley, Thom Moton, Lee Anna Stoker, David Stanley, Tommy Taylor & Katrina Redmon.
Quorum was present.
- II. As no further edit suggestions to bi-laws were received from the Board members, the Executive Committee met, edited and finalized the changes now before the group. Discussion ensued.
- III. The following changes to the draft copy of the bi-laws were discussed and suggested by the group. (Changes in bold).

V: Section 2 (page 6)

Each CoC Board members' Agency must be in good standing with federal, State, and **local CoC**. The following conditions will result in a determination that an Agency is not in good standing:

- Failure to** resolve findings from HUD or ESG monitoring,
- Failure to** address exceptions or qualifications to annual audits or financial statements,
- Failure to** resolve local findings either from local monitoring or grievances/complaints.

If an agency fails to resolve HUD, etc...

IV Section 3 (page 7)

Paragraph begins "Four seats"

...representing these entities are **appointed by** the City/County Manager...

IV Section 7 (page 8)

The CoC Director, employed by the **Collaborative Applicant/CoC Lead**, is an advisor...

IIV Section 1 H. (page 13)

The Monitoring Committee is a **minimum three (3) person committee** that permanently exists to assist in monitoring the Continuum of Care Program Competition subrecipients **for compliance with all written standards, grant adherence, and to address grievances.**

- IV. Question called to accept changes to the draft document and adopt bi-laws with changes. Motion to accept changes and adopt bi-laws made by Thom Moton and seconded by David Stanley. Motion passed by vote.
- V. Motion made to permit former CoC Director Maegan Zielinski to remain on board as a voting member made by Thom Moton and seconded by Tommy Taylor. Motion passed unanimously by vote.

Motion to Adjourn was made by Maegan Zielinski and seconded by Leslie Smiley. Meeting was adjourned by the Chair.

Minutes respectfully submitted by:

A handwritten signature in cursive script that reads "Meg McBride". The signature is written in black ink and is positioned above the typed name.

Meg McBride
7.19.21