



Board of Directors

Meeting Minutes

Monday, December 18, 2023, 18:18 – 19:31 EST.

Directors Present: Chocolatté Miller (President), Melvin Moore Adams (Treasurer/Comptroller), Tanesha Jones (Vice-Chair/Interim Secretary), Luis Alvarado (Member At-Large for Special Projects)

I. Call to order

Chocolatté called to order the meeting for Safe Place at 18:18 EST.

- a. **Roll call: Tanesha** conducted roll call. The following attendees were present: (Attendees stated above)
- b. **Quorum:** The current board of directors has four (4) seats filled and must have (4) directors present until the board of directors has all seven (7) members accounted for. Based on these terms' it was determined quorum was made.
- c. **Agenda:** The meeting agenda was presented to the board of directors by the President, Chocolatté Miller and the motion has been made to call the meeting to order.

II. DCHA Update – by Tanesha

Tanesha stated she spoke with someone from DCHA as it pertains to acquiring assistance and obtaining housing vouchers for candidates and was told that Safe Place would have to provide our own funding to source the vouchers. DCHA would assist with providing said vouchers utilizing the funds that Safe Place was able to provide. DCHA would partner with Safe Place to allocate the funds.

The board discussed the idea of raising funds or allocating funds solely for obtaining housing vouchers. The board discussed formulating a list of question for the representative from DCHA to address at the February board meeting.

Tanesha also discussed a similar program through the National Urban League, it was mentioned that the board could reach out to a former contractor, Lorenzo Brent to discuss the Urban League's housing program process.



III. Recruiting

Tanesha brought forth the desire to invite two people on board, one being Khalilah W. from North Carolina and Nicholas H., Khalilah is not available due to scheduling, but Nicholas is a viable candidate. Nicholas was suggested to assist with PR and Safe Place DC social media.

Two other candidates were mentioned as possible members and Chocolatté reiterated that he has been making effort to find employees through LinkedIn.

Chocolatté also stated he has been making efforts to post on social media platforms like Instagram, Facebook, etc., in addition to networking daily.

IV. Finance & Accounting Updates

Melvin provided the balance of the organization's operating account. The account was overdrawn by -\$13.40. There also was an outstanding balance due for rent, and the reactivation of our annual assessment status for the District of Columbia in the amount of \$210.00.

Chocolatté advised he would cover the overdraft charges and the other expenses currently outstanding.

The expectation of all board members to contribute monetarily was discussed. The consideration of some form of monetary contribution the board would be responsible for the 2024 fiscal year. An amount of \$375.00 to be paid quarterly was raised in the discussion by Chocolatté, as the amount to be contributed by the current board members. The final bylaw verbiage, payment frequency, and contribution amount was also discussed, and a vote will be forthcoming. Chocolatté advised he would bring it to the next board meeting with full detail to be voted upon.

V. Grant Writing

The contractor, David McRae has been unresponsive to emails, text messages, and phone call attempts. Chocolatté advised that he has some of the information that was gathered by David but not all but plans to do his best to salvage the entries made in our CRM. Chocolatté suggested having an additional grant writer on staff in the future, possibly part-time as backup when the grant writer is not available.

VI. CRM Usage and Access

All board members acknowledged they are able to access the CRM. All board members were advised to locate two grant opportunities by January 12, 2024, to submit through the CRM.

VII. Partnerships

Chocolatté has fostered a partnership with Union Market Hotel for future capacity overflow for Safe Place clients once we have a physical location to provide housing.



VIII. Inaugural Legacy Brunch

Scheduled for March 23, 2024, from 11am to 2pm at the Marriot Georgetown. Tickets for the event have been added to the Eventbrite platform and the Safe Place website. Tanesha suggested entertainment, Drag Queen, Godiva from Columbus, Ohio.

IX. Inaugural LGBTQ+ DC Housing Summit

Chocolatté attended the event and stated he was able to network with fellow LGBTQ+ Budget Coalition partners, community leaders, community advocates, etc. Chocolatté stated there was a lot of discussion around the lack of support from the District of Columbia officials and that relying on government funding was complicated and delays in receiving funds was a large contributor to the lack of support. Chocolatté verbalized that the goal of Safe Place is to look for other sources of funding to prevent strictly relying on government funding to support programs and suggested corporate and foundation sponsorship.

X. Input/Q & A

Next meeting: Monday, January 15, 2024, 18:00 at WST

XI. Adjournment

Chocolatté adjourned the meeting at 19:31