



Board of Directors

Meeting Minutes

Monday, August 14, 2023, 15:30 – 17:00

Directors Present: Chocolatté Miller (President), Melvin Moore Adams (Treasurer/Comptroller),
Tanesha Jones (Vice-Chair/Interim Secretary)

I. Call to order

Chocolatté called to order the meeting for Safe Place at 15:44 EST.

- a. **Roll call: Tanesha** conducted roll call. The following attendees were present: (Attendees stated above)
- b. **Quorum:** The current board of directors has three of five (3 of 5) seats filled and must have three (3) directors present until the board of directors has all five (5) 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. Open Issues

- *Board of Directors Recruitment*

Tanesha: Mentioned she was unable to follow-up with Lorenzo Brent. However, she is aware of a friend that is an attorney that she will reach out to once she settles while dealing with a recent life event and follow-up with the board at a later date.

Chocolatté: After attempting to reach out to Bry'an on several occasions his schedule does not seem to permit us to connect. However, a discussion has been rescheduled to take place this upcoming Friday for the Secretary seat on the board. Updates are forthcoming.

Melvin: Mentioned he will follow-up on a potential board director.

- *Adoption of Bylaws with Revisions*



All board of directors were previously sent the bylaws with revisions and read the five additional bylaw terms during the meeting for clarification. After further explanation in detail of all five terms of EXHIBIT A: ADDITIONAL TERMS in the bylaws, Chocolatté moved a motion to approve the final revision of bylaws. The motion was moved by all directors of the board.

- *Revenue Development*

Chocolatté: First Item - An update was provided regarding a recent meeting with Capital Impact Partners, a financing company that has a division that provides funds for nonprofit organizations. After the meeting with this organization there was an email follow-up on the basic items required to submit a request for financing for a building for Safe Place to provide temporary and rental units. A major requirement is to provide a 3-year financial budget plan for a prospective building along with any supporting documentation to include future plans for multi-purpose spaces e.g., educational meeting/conference space.

Second Item – An update was provided regarding a recent open meeting with the D.C. Mayor’s office LGBT+ Grants Program related to two grants Safe Place should respond to based on the requirements as it relates to the services we provide. The privileged content of the grant offerings and its details were physically shared with the board directors and sent via email.

- *Grant Writer Posting*

Chocolatté: The search for Grant Writers is still ongoing.

- *White Paper Draft*

Chocolatté: Follow-up with Dr. Teresa Tygart for the completion of the Safe Place white paper will need to be done within a week.

Melvin: Melvin stressed that if Dr. Teresa Tygart is not reachable to complete her tasks as assigned, it is imperative to reach out to her volunteer supervisor from MCCDC.

- *DC Housing Authority & ERAP*

Tanisha: Unable to update the board at this time. Will follow-up with an update on requirements and how Safe Place needs to move forward with this item in the next meeting.



III. New Business

Tasks for the month of August: (TO DOs until the next meeting)

- Two grant responses to be completed, due September 11th by **Lorenzo Brent**
- Grant budgets to be completed, due September 11th by **Melvin Moore Adams**
- DCHA and DC ERAP Data Mining Update, due September 11th by **Tanesha Jones**
- Safe Place white paper draft, due September 11th by **Chocolatté Miller**

IV. Input/Q & A

- *None* -

V. Updates

Chocolatté: First Item - Informed the board of directors the IRS and DLCP was updated with the new address and current board directors for Safe Place.

Second Item - Updated provided on the turn out of the Mary's House ground-breaking ceremony

Reminder: Nonprofit Networking Event for Young Nonprofit Professionals Association of DC (YNPA DC) on Tuesday, August 15th at 18:30 with the topic, Inner Circles: Connection Experiences with Evolving Minds.

VI. Adjournment

Chocolatté: "Adjourned the meeting at 16:56"