

## NUHSA Executive Committee Meeting Minutes 3/12/09

Prince of Peace Lutheran Church, Fellowship Hall

**Present:** George Smith, Diane Kolb, Teresa Andrade, Rob Beem, Kelsey Beck, Staff—Beth Green

**Absent:** Karen Sluiter

**Separate Membership and Program Committee:** Diane Kolb has resigned from the position of Chair of Membership and Programs Committee. She will continue as a NUHSA Board Member and Secretary as well as she proposed she be the liaison between NUHSA staff and the board. In addition, she will remain a member of the committees. She has submitted the suggestion to separate the Membership and Programs Committee into two separate committees. All present agreed due to the growth of NUHSA and the work of the committee, separating into two separate committees is a good idea.

**Appoint Chairs for Membership and Program Committees:** Susan Stoltzfus has agreed to be Chair of the Programs Committee. This position was also offered to Dennis Worsham, if he decides to accept, he will Co-Chair with Susan Stoltzfus. Membership Committee Chair is still to be recruited.

**Revise Budget to increase staff hours:** Teresa Andrade proposed the Board increase staff hours from 8-9 hours per week to 12-15 hours per week or up to 60 hours per month. Current hours are enough for basic maintenance work, increasing hours will provide more time to support Board members in their NUHSA activities. Staff, Beth Green is willing to work the increased hours proposed. Teresa Andrade proposed the motion, Diane Kolb seconded. The motion passed unanimously. Email will be sent to Board for approval of this expenditure.

**Date for Law Enforcement and Human Service Agency Forum:** George Smith expressed concern that the current date, May 12<sup>th</sup>, may be too soon for this event. He proposes the end of May or early June may be a more realistic time frame. Beth Green will contact Susan Stoltzfus to confirm a date for this event. . George Smith has extended outreach to the NUHSA membership, asking members in various agencies to lend their expertise to the Law Enforcement/ Agency forum planned for the spring of 2009.

**Non Profit Incorporation Update:** Our fiscal agent, City of Lake Forest Park, has requested NUHSA become a nonprofit. George Smith has sent the Board documents for review. Everyone on the Board voted to incorporate NUHSA as a nonprofit except Karen Sluiter, who abstained because she is going to resign from the NUHSA Board. George Smith contacted WAACO, group of lawyers who provide pro bono legal work. After talking with George, the director of WACO thought providing NUHSA with the legal expertise to apply to be a nonprofit and possibly a 501 3c would fit into the work mission of WACO. After applying to be a nonprofit, NUHSA will have 27 months to apply for the 501 3c status. The draft Interlocal Agreement for Fiscal Agency has been distributed to all Board Members.

Discussion about the Incorporation reviewed costs and possible downsides for NUHSA. As a nonprofit, NUHSA will need liability insurance. Possible costs will be: \$20 to obtain name reservation, \$30 to file articles of incorporation, \$10 filing fee for master business license. A total of \$500 will be added to the budget to cover the incorporation expenses. It is proposed that NUHSA discuss with a lawyer, possibly WAACO, what realities may exist for NUHSA as a nonprofit, pros and cons of becoming a 501 3c, and the draft Interlocal agreement. Kelsey Beck suggested we file for nonprofit status and wait a year to decide about becoming a 501 3c. If NUHSA becomes an entity then the contracts we have in place are with NUHSA and City of Lake Forest Park is just a fiscal agent.

Meeting adjourned 11:35am.