

Washington Hancock Community Agency
 Meeting of the Board of Directors, September 29, 2015

Called to Order: 5:12 pm		
I. Roll call and introductions		Quorum established
II. Approval of Board Meeting Minutes from August 25, 2015 Discussion: None Action: Joan made the motion to approve the minutes, Ron seconded. Motion passed.		
III. Items for Board Action (Old Business)		
<ol style="list-style-type: none"> 1. To approve the Budget for the year beginning October 1, 2015 and ending September 30, 2016. Discussion: Mark asked that this be tabled due to unforeseen circumstances. He proposed having the Executive Committee and Finance Committee approve the budget in the next week and have the Board ratify it at the October meeting. The budget will be sent out in advance for review. Action: Martha made the motion to table and follow Mark's recommendation, Margaret seconded. Motion passed. 2. Resolved: That the Executive Director acting on behalf of and with the authorization of the Washington Hancock Community Agency (Agency) Board of Directors is hereby authorized to submit a proposal to the Maine State Housing Authority 2015 Supportive Housing Program to construct two units of supportive housing attached to the former agency offices in Milbridge, Maine; and, Be it further resolved that these housing units will be primarily for the use of homeless veterans; and, Be it further resolved that the Executive Director shall be authorized to borrow up to \$100,000 on behalf of the Agency towards the construction and renovation of these units and to execute any and all documents and instruments on behalf of the Agency related to the application for funds and the completion of these repairs. Discussion: Mark reviewed the background of this request with the group. The grant is for \$125,000 per unit, along with the loan, for a total of \$350,000 for the project. Mark spoke with Maine Housing to request a revision of the process. This second round is just for the people who were not approved in the first round. Action: Barbara made the motion to accept the Resolutions, Martha seconded. The motion passed. 3. To appoint Peter Remick of Orland as a Private Sector member of the Board of Directors. Discussion: Action: Barbara made the motion to accept the appointment, Bunny seconded. The motion passed. 4. To reappoint Barbara Clark of Ellsworth as a Private Sector member of the Board of Directors. Discussion: Action: Bunny made the motion to accept the reappointment, Margaret seconded. The motion passed. 5. To recommend to the Hancock County Board of Commissioners the appointment of John Harris of Mariaville, for appointment as a governmental member of the WHCA Board of Directors. Discussion: Mark explained the make-up of the WHCA Board as per federal statute. Action: Barbara made the motion to make the recommended appointment, Martha seconded. The motion passed. 6. To approve the Needs Assessment (Bobbi Harris will make a presentation of the Needs 		

Assessment).

Discussion: Bobbi pointed out some highlights of the survey. Transportation is a large issue for all aspects of daily living needs; home ownership in Washington County is higher than in Hancock County; the need for safe, affordable housing for low-income and senior citizens; Washington County has the highest level of poverty in the state; poverty is decreasing in Washington County and increasing in Hancock County.

Action: Martha made the motion to approve the Needs Assessment, Bunny seconded. The motion passed.

7. Other Business/Adjustments to the Agenda.

Discussion: None

Action: None

IV. Reports

1. Executive Directors Report – Mark Green – We learned in mid-September that the USDA commodities program had been transferred from the CAPs to Good Shepherd Food Bank, severing a connection between the CAPs and the food banks. It is a small amount of funding, but the connection is large. A group from the CAPs will be meeting with the Secretary of Agriculture next week. Nobody knew about this until about a week before it happened. We will figure out a way to maintain the connection. Good Shepherd is changing their method of distribution to online ordering by weight, with no choice in what they ship to the pantries. We don't know how the process will change or how it will impact the smaller pantries.

Tom Stewart, who is the Financial Coach whom we provide with space and support, will be leaving the position tomorrow. We are hopeful that the position will be refilled soon.

The Boston Foundation has asked for a proposal for the next four years. They have provided funding for THAW and IWW. We are hoping to have other program support come through this grant. Mark and Joe will be putting the proposal together. The donor has been Washington County specific over the course of their support.

Bobbi, Joe, and Mark are meeting with the CF Adams Trust tomorrow at the Maine Seacoast Mission to discuss collaboration efforts for further funding and projects. We are thinking about a partnership where we would identify houses needing improvements for weatherization services, Maine Seacoast Mission would go in and make the improvements, and we would return to perform the weatherization.

Reminder of the Annual Meeting on October 27, 2015 at 5 pm in Milbridge at Big Cats Catering (formerly The Pines). The Business Meeting will occur at 4 pm, location to be announced.

2. Finance Directors Report – Mark Green – Our deficit has increased, but keep in mind that \$44K is HHG bad debt. There is about the same amount remaining; Mark and Kevin will discuss whether it will be on the current fiscal year or next fiscal year. Two areas we are still struggling are Friendship Cottage and HHG, but

- both are expected to be much better next year.
3. Executive Committee Report – Brent Hartford – Betsy had brought up properties in Cutler at the former Navy base. These are townhouse style units with good looking grounds, but the insides are in various needs of repair. Asking price for all eight of the units is \$200K-\$300K. A mix of Low-Income and Mainstream housing was discussed so that we could help support programs at WHCA. We should be able to rent out the shore properties as summer rentals, as those are already being rented out for that purpose. This would be a good location for families. Mark and Betsy toured these last week. There are buildings that need to be stripped to the studs and renovated, and others that need cleaning and a new coat of paint. It does have possibilities, but we should proceed with caution. We currently own four rental properties. We are discussing housing because of how well Penquis CAP has done in their counties they serve, as well as Hancock County. If we do this correctly it can be quite successful. The Executive Committee recommended that Mark and Betsy continue to look into the project.
 4. Written Reports
 - a. LiHEAP Report
 - b. Friendship Cottage Report
 - c. Development and Community Services
 - d. Transportation
 - e. Housing and Veteran’s Services – Barbara requested that there be a presentation on Everybody Eats at the November meeting. Ron will make sure that happens.
 - f. Family Advocate Report
 - g. Nurse Home Bridging Report

V. Business meeting adjourned at 6:08 pm		Barbara made the motion to adjourn.
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Respectfully submitted, Jennifer Trowbridge, Housing & Veteran Services Director