

**St. Charles County  
Community Assistance Board**

**Habitat for Humanity  
St. Peters, MO 63376**

**Meeting Minutes**

**April 9, 2019**

**Meeting Facilitator: Caty Beilsmith, chair**

**Attendance:** Christy Weber; David Bardgett; Melinda McAliney; Timothy Meyer; Carissa Figgins

**Guests:** Pinar Turker (St. Charles County), Cheryl Clerkley (NECAC), Kathy Henderson (Joachim and Ann), Karen Ehlmann (VIM); Kathy Thompson (LINC); Dottie Kastigar (Community Council); Nancy Cope (Habitat); LaKeysha Fields(Sal Army); Dawn Hiatt (Youth in Need)

- I. **Call to order** -7:00pm
- II. **Pledge of Allegiance**
- III. **Public Comment** – Mobile home park- Cactus Mobile Home park was bought by St. Charles City; John Oliver; there is a crisis with mobile homes falling apart in our Community, and people not having a place to go.
- IV. **Approval of minutes** – March 2019. Motion made by Melinda, to approve the March minutes. Motion seconded by Christy. Motion approved.
- V. **Old Business** – on-going discussion of CAB application revision: Incorporate changes from this year’s discussion re: application into the August 2019 funding cycle. Discussion on technology challenges. Pinar will work on this.
- VI. **New business** - Discussion around revision of Agency Score Sheet in the application. Review of draft scoring sheet:
  - Final scores are not so important.
  - Feedback is really important to agencies.
  - Consider application reviews in google sheetsDave made a motion to approve the application scoring sheet with suggested changes. Motion seconded by Carissa. Motion passed. Discussion around the end of grant evaluation report - Question- do we want to revise the evaluation process? If reporting requirements are different, it would be nice to know at the time of grant award. Pinar will share the current grant evaluation with Dottie – we will review and let agencies know if we are considering any significant changes before new grants go under contract.
- VII. **Adjournment:** 8:15p
- VIII. **Next Meeting Date: Tuesday, September 10, 2019**
- IX. **Community Commons, 427 Spencer Road, St. Peters, MO 63376**