Capital Area Regional Housing Collaborative
Special Board Meeting Minutes
Tuesday, June 24, 2025
9:00 a.m. – 11:00 a.m. via Teams

Board Members Present:

☒	Jennifer McMahon (Chair)	☐	Rawley Van Fossen	☐	Matt Apostle
☒	Nancy Oliver (Vice Chair)	☒	Kim Shirey	☒	Kim Coleman
☐	Dana Watson (Treasurer)	☒	Nickie Perera	☒	Rose Taphouse
☒	Brooke Hall (Secretary)	☐	Rich Howard	☒	Mark Criss
☒	Susan Cancro	☐	Su A'lyn Holbrook	☒	Clinton Mireles

Guests:

☐	Teri Looney	☐	Meghan Palma	☐	Erin Buitendorp
☒	Tricia Braman	☐	Doris Witherspoon	☐	Amy Crank
☒	Mary Corrigan	☒	Jami Garver	☐	
☒	Daniel Spencer	☒	Julie Thomas	☐	

June Board agenda reviewed; **motion to approve by K. Shirey, seconded by S. Cancro; motion carried unanimously.** Review of May Board minutes; **motion to approve by R. Taphouse, seconded by N. Oliver; motion carried unanimously.** Review of minutes from Special Board meeting in June reviewed; **motion to approve by R. Taphouse, seconded by B. Hall; motion carried unanimously.**

Chair Report (J. McMahon)

- Discussion of change in status of Board Member
    - N. Oliver is no longer serving as a representative of Holy Cross Services (HCS), but plans to continue in her Board role as a community member
    - HCS New Hope Community Center Interim Director is Shelby Frayer; CRHC Coordinator will be meeting with S. Frayer to orient to the CoC; discussion about ongoing role of HCS, and other important leaders in the housing field, in the CRHC as it pertains to appointed, elected, general membership, and community-at-large
- Upcoming Board Elections
    - Discussion regarding:
        - Upcoming expiration of specific seats and need for nominations
        - Appointed positions being reviewed annually without term limits; clarification that PWLE seat is appointed by the community-at-large
        - Engagement and continuity in leadership with regard to disruption of progress with turnover and impact to service delivery

New & Old Business

- Housing Trust Fund grant:
    - Board member shared that the HTF suggested the CoC can be viewed as program funder and leader in the community, which could impact the score an applicant receives

Meeting adjourned by CRHC Chair; the next CRHC Board meeting is scheduled for June 24, 2025, beginning at 9:00am via Teams.