



## Board of Directors Meeting Agenda July 28, 2020

---

A Regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, July 28, 2020 at 1:30 PM via Google Meet.

Effective March 16, 2020, the Governor of Texas, Greg Abbott, has temporarily suspended a limited number of open meeting laws in response to the COVID-19 disaster. In an effort to adhere to Center for Disease Control guidelines to limit social contact, Project BRAVO will be conducting the meeting through video and teleconference.

Members of the public may join the meeting by emailing [acortez@projectbravo.org](mailto:acortez@projectbravo.org) to request an electronic invitation or call toll free (608) 879-0595; PIN: 136 905 280#. A copy of the agenda and board packet will be posted at [www.projectbravo.org](http://www.projectbravo.org) under the "Resources"/"Board of Directors" tabs. Members of the public may address the Board of Directors at the meeting by calling the Executive Assistant (915) 422-8195 at Project BRAVO at least 24 hours in advance of the scheduled meeting to place their name and topic on a list that will be given to the Board Chair on the day of the meeting. There will be a 3-minute time limit to make a public comment presentation. Directors will not hold a discussion about the topic presented by a member of the public if it is not on the agenda. Rather, at the Chairperson's discretion, the item may be assigned to a committee for review.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order reflected on this meeting notice.

### I. Call to Order

### II. Certification of Quorum

### III. Public Comment

### IV. Consent Agenda

- A. Review and approve the meeting minutes from June 23, 2020, per **Organizational Standards 5.5, 5.9, & 8.7:**  
*Gabriella Reed, Board Chair* | Page\_\_\_\_\_
- B. Review and approve the following program reports, per **Organizational Standard 5.9**
  - 1. June 2020 Community Services | Page\_\_\_\_\_
  - 2. June 2020 Weatherization & HVAC Services | Page\_\_\_\_\_
  - 3. June 2020 Housing Services | Page\_\_\_\_\_
  - 4. June 2020 Human Resources | Page\_\_\_\_\_



## V. Committee Reports

### A. Executive Committee: *Laura Ponce, Executive Director*

Review the following reports:

1. Contract Activity Report | Page\_\_\_\_\_
2. Program Monitoring Report | Page\_\_\_\_\_
3. Board Roster Report, per **Organizational Standards 1.1, 5.1, 5.4, 5.5, 5.6, & 5.7** | Page\_\_\_\_\_
4. Organizational Standards Report | Page\_\_\_\_\_
5. Executive Director Report | Page\_\_\_\_\_

### B. Finance Committee

1. Review and accept the June 2020 Finance Report, per **Organizational Standard 8.7: Laurencio Bosquez, Finance Chair** | Page\_\_\_\_\_

## VI. New Business

- A. Approve the Executive Committee's recommendation of Fred Perea as the fifth member of the Executive Committee: *Gabriella Reed, Board Chair*
- B. Review and approve the Project BRAVO Mission and Vision Statements, per **Organizational Standard 4.1: Laura Ponce, Executive Director** | Page\_\_\_\_\_
- C. Review and approve the 2020 Project BRAVO Strategic Plan, per **Organizational Standard 6.1, 6.2, 6.3, & 6.4: Laura Ponce, Executive Director** | Page\_\_\_\_\_

## VII. Old Business

- A. Update on the 2019 Fiscal Audit and filing of the Form 990, per **Organizational Standards 8.1, 8.3, 8.4 & 8.6: Martin Dominguez, Chief Financial Officer** | Page\_\_\_\_\_
- B. Update on the Submission of the Needs Assessment and CAP Plan for the CSBG CARES Funds: *Laura Ponce, Executive Director* | Page\_\_\_\_\_

## VIII. Adjourn to Executive Session: *Gabriella Reed, Board Chair*

This meeting is to be closed to review and discuss personnel matters under Tex. Gov't Code 551.074. Should any final action, decision, or vote be required in the opinion of the Board of Directors with regard to any matter considered in such a closed meeting, then the Board may take action, decision, or vote on a matter posted for closed meeting when it reconvenes in open session.

## IX. Community Updates: *Board Members*

## X. Confirm Next Meeting Date/Time: Tuesday, August 25, 2020 at 1:30 PM via Google Meet

## XI. Adjournment