



Board of Directors Annual Meeting Agenda June 29, 2021

A Regular meeting of the Board of Directors of Project BRAVO, Inc. will be held Tuesday, June 29, 2021, 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 to request an electronic invitation or call toll free (915) 245-0664; PIN: 965 420 522#. A copy of the agenda and board packet will be posted at 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) 562-4100 ext. 114 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: *Gabriella Reed, Board Chair*

- A. Review and approve the meeting minutes from May 25, 2021, per **Organizational Standards 5.5, 5.9, & 8.7** | Page_____
- B. Review and approve the following program reports, per **Organizational Standard 5.9 & 6.5**
 - 1. May 2021 Community Services | Page_____
 - 2. May 2021 Weatherization & HVAC Services | Page_____
 - 3. May 2021 Housing Services | Page_____
 - 4. May 2021 Human Resources | Page_____
 - 5. May 2021 COVID Relief Programs | Page_____
 - 6. May 2021 Strategic Plan | 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

B. Finance Committee

1. Review and Accept the May 2021 Finance Report, per **Organizational Standard 8.7**, *Laurencio Bosquez, Treasurer* | Page _____

VI. New Business

- A. Accept to the Board of Directors the Newly Elected Low-Income Representatives for District I Westside, Paulina Lopez (first term), and District II Central & Eastside, Sylvia Carreon (second term). Swearing in ceremony for new board member Paulina Lopez will immediately follow, *Laura Ponce, Executive Director* | Page _____
- B. Discuss Process and Timeline for Low-Income Representative Election for District III Lower Valley & Far Eastside, *Laura Ponce, Executive Director*
- C. Review and Approve Vendor for Managed Printing Services contract per the Recommendation by the Managed Printing Services Review Committee, *Laura Ponce, Executive Director* | Page _____
- D. Discuss Timeline for the Project BRAVO Board of Directors to Resume In-Person Board Meetings, *Laura Ponce, Executive Director*

VII. Old Business

- A. Update on the Start of the Processes to Complete the 2020 Annual Fiscal Audit and IRS Form 990, per **Organizational Standards 8.1, 8.3, 8.4, 8.5 & 8.6**, *Martin Dominguez, Chief Financial Officer*

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 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, July 27, 2021 at 1:30 PM via Google Meet

XI. **Adjournment**