CALL TO ORDER: 6:30 p.m.
MEMBERS PRESENT: Nadeem Mirza, Tim Henson, Alice Mwanda, Kathryn Hanfland, Fi Spalvieri, Effie Kokkinos, Diane Durian, Stephanie Upshaw
MEMBERS EXCUSED: None
MEMBERS ABSENT: None
STAFF PRESENT: Christopher Forth, Interim Director of Community Development, Tom McCoy, Neighborhood Program Specialist
APPROVAL OF MINUTES: Upshaw moved and Hanfland supported a motion to approve the December 5, 2019 minutes. Motion passed 8-0.

NEW BUSINESS:

1. **Presentations by FY 2020-21 Human Public Services Grant funding applicants – Spalvieri:** Representatives from 12 human service agencies provided verbal and written information and answered questions from the Board regarding their respective organizations funding requests, including services provided and potential benefits to the community and residents of Portage. Agencies represented included Catholic Charities, Community Healing Centers, Diapers & Etc., First Day Shoe Fund, Gryphon Place, Housing Resources, Inc., Kalamazoo Literacy Council, Lending Hands, Loaves & Fishes, Twelve Baskets, YWCA and Portage Community Center. The Board received and acknowledged the representatives, thanked them for their applications and their presentations and will be scoring all the applications according to the established criterion, a summary of which to be provided for further discussion at the February 6, 2020 Board meeting.

2. **Election of Officers – Spalvieri:** Upon receiving notification by staff that Chairman Maye’s term on the Board was expiring due to term limits, it was necessary for the Board to revise the slate of officers who had been elected in December of 2019. Upon inquiry by the Board, Vice Chair Spalvieri agreed to accept a nomination for the Chair should the Board desire and a motion was made by and supported by to nominate Spalvieri for Board Chairman. Motion passed 8-0. Subsequently an inquiry was posed to the remainder of the Board regarding their respective desire to serve as Vice-Chairman and Upshaw and Hanfland both expressed interest. Board members were queried via a paper tally resulting in Upshaw receiving a majority of nominations. A motion was made by and supported by to elect Upshaw to Board Vice-Chairman. Motion passed 8-0. A third motion was made by and supported by to elect Hanfland as Board Secretary. Motion passed 8-0.

**STATEMENTS OF CITIZENS:** Upshaw stated that she had attended the January 15, 2020 Central County Transportation Authority Local Advisory Committee meeting during which officers were elected and local public transportation issues discussed including updates from Metro Connect and Metro Share as well as a proposed millage increase. A meeting agenda and background information was conveyed to staff for dissemination. Mirza stated that the notification received this evening that Chairman Maye would be leaving the Board due to term limits was unexpected and should have been communicated to the Board prior to the meeting so that they could have been better prepared to address her departure. He also, along with the support of other Board members, suggested that staff prepare a letter of appreciation for the Board to present to Pat. Staff suggested that a resolution recognizing Pat Maye’s years of service could be provided to the Board at the February 6th meeting and the Board agreed that it would be appropriate to prepare such a resolution.

**ADJOURNMENT:** Hanfland moved and Mirza supported motion to adjourn at 8:45 p.m. Motion passed 8-0.

Respectfully Submitted,

[Signature]

Tom McCoy, Neighborhood Program Specialist