

**Hope for Homes Meeting Minutes**  
**January 13, 2023 at 10:00 AM at Winona Community Foundation and online**

Present: Rosemary Fagrelus, Tim Hunter, Kalene Engel, Linda Soderstrom, Marie Kovcesi, Nancy Brown, Chris Meyer, Judy Gilow, Nick Larson, Patrick Michener, Audrey Riverberg, Crystal Hegge, Maureen Holte

1. **Welcome**
  2. **Contact Information/Emails:** Marie's email is [mariekov@gmail.com](mailto:mariekov@gmail.com). Zarna works at Common Ground and her email is [zarna@commongroundmn.org](mailto:zarna@commongroundmn.org). Veronica is an advocate at Advocacy Center.
  3. **Concept Papers:** Thank you to Tim and Nick for drafting the concept papers and Zoe Kwitek of Winona Community Foundation for making them pretty. The group spent time proofreading both papers and provided changes to Zoe. Kalene will make copies and bring them to the Elected Official's Forum and upload them to the CJCC website and Institute Google Drive at [https://drive.google.com/drive/folders/1i3CHnB415gvzMeZv3\\_6WsX4dxdwZZJpu](https://drive.google.com/drive/folders/1i3CHnB415gvzMeZv3_6WsX4dxdwZZJpu).
  4. **Elected Official's Forum:** Several members of the group will be attending the Elected Official's Forum on January 14<sup>th</sup>. Kalen explained the format for the event. Chris plans to talk about the two Hope for Homes projects during her opening remarks.
  5. **Local Housing Trust Fund:** Nancy explained the interrelationship between the LHTF Board of Directors and the Winona Community Foundation Board of Directors. Essentially, as long as the LHTF Board of Directors makes grants/awards in compliance with their bylaws/organizational documents, the WCF Board of Directors would approve (rubber stamp).
  6. **Action Plan Templates:** Nancy screen-shared the Action Plan for the Local Housing Trust Fund. Kalene will update the template. The travel team started the Supportive Housing action plan template and Marie wrote the information down. She will provide that to Kalene who will start an Action Plan template and send it to Tim for updating.
  7. **Ten Questions:** Our third homework assignment is to compile a list of 10 questions to ask developers. Because our projects are not construction projects, we have to adapt our questions accordingly. Possible questions for the LHTF donors or board members are as follows:
    - a. What kind of recognition would you like for donating funds?
    - b. How much are you willing to donate?
    - c. What kind of projects/items are you interested in funding and in what percentages?
    - d. What service area are you willing to support?
- Rosemary will work on the 10 questions for the LHTF. Tim will work on questions for the Supportive Housing Projects. Some of the questions can be drawn from the concept papers.
8. **Housing Institute Attendance:** Kalene, Chris, Marie, Patrick, Tim and Linda are all planning on attending. Nick can attend Wednesday afternoon and Crystal can possibly attend part of Thursday. Rosemary will forward the registration link as some people have not yet received it.

Meeting adjourned: 11:26 p.m.  
Minutes by Kalene Engel