

HOST House Board Agenda

Meeting #2

Date: 3 Aug 2022

Present: Pastor Peter, Norma Plaughter, Mary Miranda, Geni Boyer, Hallie Vandeventer, Council Member Cynthia Homen

Meeting Start: 2:08pm

Meeting End: 3:05pm

- Relationship between HOST Board and Cambridge Academies
 - Suggested one set of board members-- probably a combination of 2 agencies, would oversee both houses
- Who owns HOST House?
 - Ms. Homen will investigate who owns HOST House
 - Local churches or HOST Board?
- HOST civil penalty with IRS
 - IRS requesting documents (2017 Forms 941 and Forms W2) and will consider waiving the civil penalty once missing documents have been received
 - Mary had to contact previous admin but was told one of the employees passed away and don't know the whereabouts of the other employee since he used to be homeless
 - Becky Campo assisted with Forms 941 (employee quarterly return) but does not have a copy of Forms W2
 - Took a while for IRS to respond due to pandemic
 - Trying to contact Ms. Campo to get help with W2 but always busy and later went on vacation
 - Pastor Peter recommended an accountant who can help us out
 - Also found out that HOST 501c3 was revoked since income tax was not filed by previous administration for 5 consecutive years (2015-2019)
 - HOST cannot fundraise or apply for grants due to its tax exempt status
 - Had to turn down requests to pay for plumbing and other expenses since HOST do not have the funds to pay for these expenses

- Ms. Plaughter mentioned how an (unnamed) Cambridge employee who also happened to be the previous HOST president was keeping the board members in the dark
 - It took a while for HOST board to get the papers back from the previous president when she quit
- According to Geni Boyer, Becky Campo kept all the HOST papers but eventually gave them to this employee
- The board was not even aware that HOST House was not insured until the sprinkle incident
- Ms. Plaughter mentioned that Martin Salmon applied for the \$250k grant not only for kitchen update but also for new AC, new fencing, and other upgrades on the building and was approved per Mayor McCord.
 - Unfortunately, HOST could not get funds due to revocation of its 501c3.
- Ms. Plaughter also mentioned that Cambridge was asking info from HOST probably to apply for the HOST kitchen grant which happens to have the same coverage as what Martin Salmon applied for. Ms. Plaughter and Mary met up with Ken Irwin, City Mgr, earlier this year and mentioned to him about our situation. He suggested we can apply for a grant which would cover the insurance once our 501c3 has been reinstated.
- Donations and Asking for Help
 - One of Sacred Heart Church faithful parishioners donated \$10k to HOST House before passing away which covered the insurance for a year. For several months now we have been asking local churches, friends, and family for donations to help pay for HOST insurance since we were running out of funds
 - Ms. Homen requested for Ms Plaughter and Mary to stay for at least 2 more months to work on the civil penalty before any transfer has to occur. We agreed but we also need help in paying bills, especially the insurance which is due on the 27th of this month.
 - Then Ms. Homen inquired about HOST monthly expenses (insurance, property taxes, pest control maintenance and other expenses such as electrical and plumbing) and offered to help by asking some people.

- Mary also mentioned the unpaid property taxes of about 4k since 2017. Host Board paid for the last 2 years. Also applied for tax welfare exemptions for previous years but still working on 2017.