Coalition of Local Health Officials Meeting Minutes

August 4, 2015

Coalition Executive Attendees: Muriel DeLaVergne-Brown, Chair; Tom Machala, Vice-Chair; Loreen Nichols, Secretary/ Treasurer; Carrie Brogoitti; Frank Brown; Cathy Perry

Staff: Morgan Cowling & Kathleen Johnson

The meeting convened at 11:02 via GoToMeeting after some technical difficulties all were present at 11:28.

Morgan reviewed the memo that was sent out prior to the meeting outlining the current challenge and the lack of space for CLHO at the end of August. Morgan and Kathleen had done quite a bit of research to find spaces adequate for the Coalition staff.

There was some discussion about a need for liability insurance (like renter’s insurance) for the contents of the office. A recommendation was made to make budget adjustments to allow for a line-item for insurance for CLHO.

Morgan reviewed the 2015-16 budget with changes adding a rent line-item and a utilities line-item.

**Loreen Nichols made a motion to support signing on to a 2-year lease at the 33rd and NE Sandy location. Muriel DeLaVergne-Brown 2nd the motion. No discussion. All voted in favor.**

 **Cathy Perry made a motion to accept the adjusted 2015-16 Operating Budget with the added line item for insurance. Loreen Nichols 2nd the motion. No Discussion. All voted in favor.**

**Meeting adjourned on 11:55.**