

**Business Board of Directors Meeting Minutes
September 4, 2025**

Commission Members Present: David Anderson, Kizzy Bradford, Coty Dunten, and Gwendolyn Hooker

Commission Members Absent: Patrese Griffin

Kalamazoo County Commissioner Present: None

Kalamazoo County Staff Present: None

Administrative Service Provider and Recording Secretary Present: Holly Dean, and Lisa Willcutt

Call to Order and Roll Call

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue by Vice President Hooker at 5:00p.m. Willcutt conducted the roll call.

Approve Meeting Agenda

The meeting agenda was approved as submitted.

Motion by Dunten

Support by Bradford

Motion approved

Approve Minutes of the August 7, 2025 Meeting

Hooker asked for approval of the meeting minutes from August 7, 2025. The minutes were approved as submitted.

Motion by Dunten

Support by Anderson

Motion approved

Public Comment on Agenda Items and Non-Agenda Items

Tammie Natho is the Housing Supervisor for Integrated Services of Kalamazoo. She is very grateful for the school-based funding commitment. The program allows them to help those who are doubled up, in hotels, etc. She hopes the Board will approve the funding for next year.

Reports

Financial Reports

The August 2025 financial reports were distributed prior to the meeting and were summarized by Willcutt. A motion was made to accept the financial reports as submitted.

Motion by Anderson

Support by Dunten

Motion approved

Bethany House – A written report was distributed prior to the meeting and noted that an interior handrail was reinstalled and the wall behind it was painted. In addition, the back porch was repainted. Finally, there was a small leak in the basement that was repaired by staff.

Veterans Initiative – A written report was distributed prior to the meeting and noted that one smoke detector was replaced during the month. During the meeting, Holly Dean gave an update on the parking lot work. She reported that the parking lot was mostly completed except for a small area that will be done at a later date.

FUSE – A written report of activity was distributed prior to the meeting and noted that the front deck at 1220 Hays Park was completed.

Sugarloaf – A report was not given as Ashleigh Tomak from HOPE thru Navigation was absent during the meeting.

Old Business

2015 Millage – Creating Permanent Housing – Sugarloaf

Vice President Hooker provided a written breakdown of the back rent owed to Sugarloaf. She stated that the window air conditioning units were installed by Sugarloaf's maintenance staff. A draft contract for supportive services was distributed prior to the meeting. A brief discussion amongst the commissioners took place regarding the contract. A motion was made to approve the contract for supportive services.

Motion by Dunten

Support by Anderson

A roll call vote was taken by Willcutt

Bradford – Yes

Dunten – Yes

Hooker – Abstain

Anderson – Yes

Motion approved

Liability Insurance Bethany House, FUSE, and Keystone – Commissioner Anderson and Vice President Hooker agreed to table this to next month's meeting.

New Business

2015 Millage School Based Housing Program – A written proposal for the 2025 – 2026 Fiscal Year was distributed and discussed during the meeting. The proposal would allow for \$38,650 out of the requested \$200,000 to be used for direct client assistance. A motion was made to approve the 2025 – 2026 Integrated Services of Kalamazoo School Grant.

Motion by Dunten

Support by Bradford

A roll call vote was taken by Willcutt

Anderson – Abstain

Hooker – Yes

Dunten – Yes

Bradford – Yes

Motion approved

Public Comment on Agenda and Non-Agenda Items

None

Commissioner Member Comments

Vice President Hooker stated that September was National Recovery Month as well as Suicide Awareness Month. She let everyone know that the Recovery Institute will be at Bronson Park from 11am to 3pm this weekend for the Wellness Festival. She also stated that Yolanda Lavender would be one of the featured artists.

Commissioner Bradford shared about the Darryll Bradford Scholarship Fund. She stated the 2nd annual banquet would be held on October 25, 2025, at the Fetzer Center. She let everyone know that this is their only fundraising event for the fund. In addition, the fund gives out two \$500 scholarships to students from Kalamazoo Public Schools.

Meeting Adjourned: 5:30pm

Submitted by: Holly Dean