



**BOARD OF DIRECTORS
MINUTES OF REGULAR BOARD MEETING
August 21, 2025**

Sand City, City Hall
1 Pendergrass Way
Sand City, CA 93955

A. CALL TO ORDER

The meeting was called to order by Mary Ann Carbone, Board Chair, at 11:08 a.m.

B. BOARD ROLL CALL

City of Carmel – (absent)
City of Del Rey Oaks – (absent)
City of Marina – Jenny McAdams
City of Monterey – Gino Garcia
City of Pacific Grove – Lori McDonnell
City of Salinas – Gloria De La Rosa
City of Sand City – Mary Ann Carbone
City of Seaside – Alex Miller (arrived @ 11:40)
Carmel Unified School District – (absent)
Monterey County Office of Education – Annette Yee Steck
Monterey Peninsula College – Anita Crawley
Monterey Peninsula Unified School District – Bettye Lusk (arrived @ 11:13)
North Monterey County Unified School District – Richardo Diaz
Pacific Grove Unified School District – Jennifer McNary
Salinas Union High School District – (absent)
Santa Rita Union School District – (absent)

C. STAFF & GUEST INTRODUCTIONS

Rosie Angulo, Executive Assistant
Robin McCrae, Chief Executive Officer
Tim Louis, Chief Financial Officer
Shawn Stone, Chief Operations Officer
Evangeline Ochoa, Senior Program Officer
Desiree Mora, Program Officer I, SHARE Center

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on July 17, 2025.
2. Disbursements for the period of July 1, 2025, through July 31, 2025, in the amount of \$1,626,352

M/S/C

G. De La Rosa / A. Yee Steck

9/0/0

F. UNIT PRESENTATION: Program Officer Desiree Mora gave a very informative presentation on the SHARE Center and welcomed questions. The shelter currently has 616 people on the waiting list. The SHARE Center has been in operation for 1 year. Rosie Angulo, Executive Assistant, will be arranging a SHARE Center tour for board members in the coming weeks.

G. CEO REPORT: Robin McCrae's report was included in the board packet.

H. COO REPORT: Shawn Stone's report was included in the board packet

I. DEVELOPMENT REPORT: This report was incorporated into the CEO Report.

J. COMMITTEE REPORTS:

1. The Finance Committee Chair Annette Yee Steck reported out for the committee, which met earlier in the day. One month into the fiscal year the dashboard looks good with year-to-date net income of \$127K. Agency income statement and dashboard also look very good.
2. Transition Committee Chair Mary Ann Carbone reported out from an earlier meeting. The committee received 14 proposals from executive search firms. The committee will be interviewing 5 firms on August 25th & 26th.
3. Facilities Committee (Standing) – Shawn Stone reported out for the committee, which met on August 20th to review bids on the Safe Place window project. Related action item K.4 is included on the agenda for board review and approval.

K. DISCUSSION/ ACTION ITEMS:

1. Strategic Plan FY 2025-26 & 2026-27

Recommendation: That the board approve the FY 2025-26 & 2026-27 Strategic Plan as recommended by the Strategic Planning Committee.

M/S/C

G. Garcia / J. McNary

11/0/0

2. Genesis House Staffing Reorganization

Recommendation: That the board approve the proposed Program Officer job description for Genesis House and add the position to the budget, eliminate the CIII position,

eliminate one Counselor II position, and add one full-time Support Counselor I position, as recommended by the Personnel Committee.

M/S/C

B. Lusk / L. McDonnell

11/0/0

3. CHS Remote Work Policy

Tabled: No Action Taken

4. Safe Place Window Replacement

Recommendation: That the board approve replacing all windows at Safe Place at the Coast Counties Glass bid in the amount of \$31,326, as recommended by the Facilities Committee.

M/S/C

A. Miller / B. Lusk

11/0/0

5. Transition Committee

Transition Committee Chair Mary Ann Carbone reported out from an earlier meeting. The committee received 14 proposals from executive search firms. The committee will be interviewing 5 firms on August 25th & 26th.

L. INFORMATION ITEMS

Information items do not require Board action. The following reports were included in the board packet for review:

1. Unit Narratives
2. CHS Acronym List
3. Financial Summary
4. Personnel Summary

M. JPA MEMBER REPORTS: Board member Ricardo Diaz commented that he and the NMCUSD employees had a great time at CHS' Annual Luncheon. Ricardo also announced that NMCUSD has approved the placement of a Narcan kiosk at Castro Family Plaza. Board Member Annettee Yee Steck distributed the *Inside Education* brochure from MCOE. Board member Anita Crawley distributed a Save The Date for the NAACP 53rd Annual Banquet happening on Saturday, September 20th at the Embassy Suites in Seaside.

N. CHAIR COMMENTS: Board Chair Mary Ann Carbone invited everyone to the West End event on 8/23-24. CHS will be hosting a table at the event.

O. REQUEST FOR NEXT MEETING: None

P. ADJOURNMENT: 12:56 p.m.

NOTE: Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, Suite A-160, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

The CHS Board meets regularly on the third Thursday of each month at 11:00 a.m. at Sand City, City Hall 1 Pendergrass Way Sand City CA, 93955 and via Zoom. Board members unable to attend this meeting are asked to contact their alternate and call the CHS Administration Office at (831) 658-3811.

Respectfully submitted:



Robin McCrae
Chief Executive Officer



Rosie Angulo
Executive Assistant