
NOTICE of PUBLIC BOARD MEETING – MARCH 30, 2023

On behalf of the BOARD OF DIRECTORS of CONARD HOUSE, INC. and its affiliated housing corporations, all California Non-Profit Corporations, interested members of the public are notified of and invited to attend the semiannual Public Board Meeting of the Board of Directors pursuant to San Francisco’s Non-Profit Public Access Ordinance.

NEXT MEETING DATE: Thursday, March 30, 2023 from 6:00 pm to 7:00 pm.

NEXT MEETING LOCATION: Amidst ongoing COVID-19 concerns, and under directives from the San Francisco Department of Public Health regarding public gatherings, the Board Meeting will be held remotely, with all persons – Board members and the public – participating either by telephone or via internet video conferencing.

Accessing the meeting on by telephone

- Telephone participants are invited to call in at **(669) 900-6833**. Upon calling in, you’ll receive a message saying “Welcome to Zoom. Enter your meeting ID, following by pound.” Respond by typing in the following:
869 9337 8989#
- Next, you will hear “Enter your participant ID, followed by pound. Otherwise, just press pound to continue.” Respond by simply pressing #.
- Upon entering the meeting, you’ll be asked by a host if you are a Board member or a member of the public, and be placed in a waiting room until the meeting begins. If you wish to speak during the public comments section, you can register your intent at this time.

Accessing the meeting on by internet video conference

If you wish to participate via internet video conference and have Zoom video conferencing software on your computer, enter the following link to access the meeting: <https://us06web.zoom.us/j/86993378989>

Getting assistance prior to the meeting

If you would like someone to send you the above link (either by email or text message), or would like assistance ensuring you can access the meeting, contact the Public Board Meeting helpline at:

(415) 285-7740, or
ConardHousePBM@gmail.com

By contacting the helpline prior to March 30, you may register your desire to participate in the public comment section of the meeting. You may also provide a summary of your thoughts or concerns for inclusion in the Board meeting minutes by contacting the helpline prior to March 30. Meeting facilitators will let people enter the meeting at 5:30 PM on March 30. **MEETING PARTICIPANTS ARE ENCOURAGED TO SIGN IN EARLY AND AVOID THE LAST-MINUTE RUSH NEAR 6:00 PM.**

For ADA Accommodations, please contact Dean Sanematsu at dean@conard.org, 415-864-4002, ext. 202.

The all-volunteer Board of Directors is responsible for the governance, strategies, programs, operating policies and financial affairs of the organization and its housing affiliates. New Directors are elected by current Directors. All may serve two consecutive three-year terms. The Board's Officers - Chair, Vice-Chair, Secretary and Treasurer - are four current Directors. Officers are elected by the current Directors and serve renewable one-year terms.

The purpose of Public Board Meetings is to (1) transact routine business in public, and (2) provide a Public Comment period of 30 minutes for the public to address the Board on items of interest to the public related to current or future governance, operations or services of Conard House, Inc.

During Public Comment, the only role of the Board is to listen to all comments from the public. The Board may request a third-party Moderator to facilitate Public Comment, guide follow-up dialogues or mediate disputes.

Accordingly, the Board is changing its Public Board Meeting format, as follows:

- At the beginning of the meeting a Moderator will review the responsibilities of the Board, the purpose and format of the meeting and any follow-up dialog or mediation, and the ground rules for respectful communication during the meeting.
- Speakers during the public comment section of the meeting will be asked to register before speaking. You may register before March 30 by contacting the helpline (discussed on the previous page), or by registering on March 30 while waiting for the on-line meeting to begin. You will be asked to state the subject you wish to address and whether you are a new or returning speaker. Each speaker's name and subject will be noted in the Minutes.
- The Public Comment period is at the beginning of the meeting and each speaker has up to 2 minutes. The public comment can last up to 30 minutes and closes after each speaker had an opportunity to speak for up to 2 minutes. Speakers will not be allowed to yield their time to other speakers.
- The Moderator will prioritize speakers who have signed up in advance of the meeting, and new speakers over returning speakers.
- Speakers (and other attendees) are encouraged to summarize personal comments in writing in advance via the Board Meeting helpline for attachment to the Minutes. Verbal comments, while summarized during the meeting, will not be recorded or entered verbatim in the Minutes.
- Speakers (and other attendees) may request a private follow-up dialogue or no-cost mediation.

Notice Distribution:

SF Board of Supervisors, c/o Clerk

SF Main Library Government Information Center

SF Department of Public Health, c/o BHS Contract Monitor

SF Department of Homelessness and Supportive Housing c/o HSH

Contract Monitor SF Human Services Agency, c/o HSA Contract

SF Behavioral Health Commission c/o Executive Director

Notice Boards at all Conard House residential and service locations, c/o Program Directors Conard House, Inc. Public Board Meeting List-Serve.

Contact admin@conard.org to be added or deleted.

Conard House website: ConardHouse.org.

From: [Kathryn Carpenter](#)
To: [Kathryn Carpenter](#); [Docs, SF \(LIB\)](#); [Board of Supervisors \(BOS\)](#); [DPH-rachel](#); [info@namisf.org](#); [DPH-anne](#); [hbrooke@mentalhealthboardsf.org](#); [Simmons, Marlo \(DPH\)](#); [Monte.cimino@sfgov.org](#); [DPH-mark](#); [Wiggins, Valerie \(DPH\)](#); [Gin, Grace \(HOM\)](#); [Lee, Ella \(HSA\)](#); [Acevedo, Annysse \(ADM\)](#); [McCarthy, Robert \(HOM\)](#); [info@thevolunteercenter.net](#); [MOD, \(ADM\)](#); [Public Affairs \(LIB\)](#)
Cc: [Anne Quaintance](#)
Subject: PUBLIC BOARD MEETING ANNOUNCEMENT MARCH 30, 2023
Date: Monday, February 27, 2023 11:25:11 AM
Attachments: [03-30-23 Conard House - Public Board Meeting Notice \(links\).pdf](#)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hello All,

Attached is our public notice for our bi-annual public board meeting that will occur Thursday, March 30 at 6:00pm. This notice has been posted on the Conard House website effective today, February 27th. Please post accordingly.

Feel free to reach out to me with any questions you may have regarding the notice.

Regards,

Kathryn

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