

# Agenda

ASSET Administrative Team

Feb 2, 2022 @ 12:15 p.m.

**DUE TO THE COVID-19 PANDEMIC THIS WILL BE AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO/AUDIO PARTICIPANT BY GOING TO:**

<https://us02web.zoom.us/j/7625263536?pwd=VHdqclhS2VJZ2pMejlkRURPVjhhQT09>

Meeting ID: 762 526 3536 - Passcode: 754015 – Phone: 312-626-6799

1. Approval of December 1, 2021 Minutes
2. Treasurer's Report (Jenny)
3. Old Business
  - a. Agency Requirements Update (Audits, 990s, Board minutes)
4. New Business
  - a. ASSET Funding Letters (February 25, 2022)
  - b. 2022-2023 ASSET Calendar
  - c. Answers from The Bridge Home – Volunteers/Staff Questions
  - d. Additional follow-up to the FY23 ASSET Process – NAMI, YWCA, others
  - e. ASSET Administrative Assistant Search
  - f. Agenda for Feb 10, 2022 ASSET Board meeting
5. Additional Items/Concerns
6. Announcements/Reminders
  - a. ASSET Board Meeting – Feb 10, 2022 @ 5 p.m. (Zoom)
  - b. Admin Team Meeting – March 2, 2022 @ 12:15 p.m. (Zoom)
  - c. Admin Team Meeting – April 6, 2022 @ 12:15 p.m. (TBD)
  - d. ASSET Board Meeting – April 14 @ 5 p.m. (TBD)