

Agenda

ASSET Administrative Team

May 5, 2023 @ 12:15pm

United Way of Story County @ 315 Clark Ave, Ames, IA 50010

1. Approval of April 5, 2023 Minutes
 2. Treasurer's Report (Smith)
 3. Michelle Cole of ACCESS invited @ 12:30pm
 4. Andrew Allen of YSS invited @ 1:00pm
 5. Old Business
 - a. Status of ASSET Policies and Procedures Review
 - i. Retention of Institutional Knowledge – Volunteers
 - b. Status of ASSET Reference Manual Review
 - c. RFP for Emergency Shelter Services Update
 6. New Business
 - a. ASSET Board Meeting – May 11, 2023 Agenda
 - b. Moving ASSET to Microsoft 365
 - i. Purchase of software
 - ii. Laptop purchase
 - iii. Transition process
 - iv. Quote from Lewis
 - c. Global Reach quote for website
 - d. Letter of Intent – New Agencies
 7. Clear Impact Scorecard (Mundel)
 8. Additional Items/Concerns
 9. Announcements/Reminders
 - a. Letter of Intent Deadline (new ASSET agencies) – May 1, 2023 @ 5pm to storycountyasset@gmail.com
 - b. *ASSET Board Meeting – May 11, 2023 @5pm @ Story County Human Services Center, 126 S. Kellogg Ave, Ames
 - c. Last Day to Submit New/Expanded Services – May 26, 2023 @ 5pm to storycounty@gmail.com
- *please note new location for the upcoming Board Meetings from May-December 2023. The 2024 dates are still TBD.
10. Adjournment