



**Board of Directors Meeting Minutes  
Friday, October 5, 2018**

*The mission of Children First/Communities In Schools is to empower children and their families to reach their full potential through advocacy, education and services. As Communities In Schools, we surround children with a community of support, empowering them to stay in school and achieve in life.*

| Topic  | Desired Outcomes  | Who/Time         |
|--|---|------------------|
| <b>1. Welcome</b><br><b>2. Review Mission Statement</b><br><b>3. Consent Agenda</b>  | 1. Acknowledge Attendees<br>2. Reminder of Mission<br>3. Address Approval of:<br>a. September Meeting Minutes | Cecilia<br>8:30  |
| <i>Discussion:</i> Cecilia welcomed members and read the organizational mission. She confirmed that quorum was met.  |   |                  |
| <i>Outcome:</i> Motion to approve the September meeting minutes was made by Jennifer R.; seconded by Stacey. Motion was unanimously approved.  |   |                  |
| <i>Next Steps:</i>   |   |                  |
| <b>4. Equity &amp; Inclusion</b>   | 1. Racial Justice Coalition Update<br>2. Letter Re: Dogwood Health Trust Board Diversity                      | Cecilia<br>8:35  |
| <b>Ensure organization has strong infrastructure to support our mission.</b>   |   |                  |
| <b>5. Board Development Committee</b>  | 1. Researching Scope of Representation Dilemma  | Laurie<br>8:40   |
| <i>Discussion:</i> Research is underway to clarify the way board members can fundraise and advocate on behalf of CF/CIS when board members are employed by a specific agency.                                  |   |                  |
| <i>Outcome:</i>  |   |                  |
| <i>Next Steps:</i>   |   |                  |
| <b>Increase and diversify revenue sources and maintain strong financial oversight to meet the mission of the organization and provide long-term sustainability.</b>  |   |                  |
| <b>6. Finance Committee Report</b>   | 1. August Financials<br>2. Audit Progress   | Jonathan<br>8:45 |
| <i>Discussion:</i> Jonathan reviewed financial statements; currently have 3 months of operating expenses on hand; Audit field work has been completed; full audit report to be presented to Board in November. |   |                  |

*Outcome:* Motion to approve August financials was made by Dave, seconded by Elizabeth. Motion was unanimously approved.

*Next Steps:*

**7. Fundraising/Resource Development Committee Update**

1. Race to the Taps
2. Back to School Appeal
3. 1:1 Meetings with Board Members
4. Sisters of Mercy Site Visit
5. WNC Nonprofit Pathways Leadership Forum
6. Funds Received to Date

Kate  
8:55

*Discussion:* third Race to the Taps completed, the final one is scheduled in late October, more volunteers may be needed. Back to School appeal has netted \$3,560 to date. Kate is currently meeting individually with all board members; Sisters of Mercy site visit was conducted and staff feel positive about the visit (\$50,000 pending grant for Out of School Time Specialist and SSS). Kate provided an overview of the recently attended WNC Nonprofit Pathways Leadership forum and asked for others that attended to share feedback about the event.

Funds received to date:

Year-end goal: \$611,388

Received/Pledged to date: \$326,632

Funds still to raise: \$284,756 = need to raise \$31,640 each month to fill the gap.

*Outcome:*

*Next Steps:*

**Expand Advocacy efforts to educate and empower the community to take action**

**8. Success Equation Update**

1. Success Equation Committee Updates
2. FFAB \*Family Friendly Affordable Buncombe\*
3. Voter Guides
4. Community Foundation of WNC Grant

Greg  
9:05

*Discussion:* Family Friendly Affordable Buncombe (FFAB) information was shared, Greg informed the board that Commissioner Jasmine Beach-Ferrara pitched a \$3.6 million dollar investment in Early Childhood. FFAB kick off is October 15th and FFAB was pitched at the Pisgah Legal Poverty Forum. Natasha discussed details from the poverty forum- support of coalition work was stressed, lots of data was profiled that correlates to the work of the agency and Success Equation.

Voter Guides are available and members are encouraged to help distribute them.

There is a potential opportunity to apply for a Community Foundation grant to support work through the WNC Early Childhood Coalition.

The organization's collaboration with NC Child continues to move forward.

*Outcome:*

*Next Steps:*

**Ensure organization has strong infrastructure to support our mission.**

|   |   |                                   |
|---|---|-----------------------------------|
| <b>9. Executive Director Update</b>   | 1. Staffing Updates<br>-Krista D. SSS at Claxton Resignation<br>-PPAC Assistant Recruitment<br>-Reclassification of Morgan B.<br>2. General Updates<br>-Strategic Planning Update<br>-NC Child End of Year Campaign Feature<br>-Dogwood Health Trust Event<br>-TQS TA Visit | Natasha<br>9:15                   |
| <p><i>Discussion:</i> Natasha provided staffing update:<br/> SSS at Claxton Elementary is moving out of the area. Recruitment to replace pending vacancy is in progress. Recruiting for a PPAC Assistant – this is a part time position, interviews are now being conducted. Morgan’s position has been reclassified as the Finance and Operations Manager<br/> Natasha met with Beth Trigg, lead consultant for our strategic planning process</p> <p>NC Child featured Greg Borom as a child advocate and profiled his work and that of the organization. NC Child is sponsoring an End of Year Campaign profiling Greg and field work of CF/CIS. Will provide content for our use for Giving Tuesday appeal.</p> <p>Dogwood Health Trust hosted an event for non-profit agencies this past Sunday. Cecilia and Natasha attended. Once established, this will be the largest foundation of its kind in the nation.</p> <p>TQS technical assistance visit to be conducted in October. This is a routine visit.</p> |   |                                   |
| <i>Outcome:</i>   |   |                                   |
| <i>Next Steps:</i>  |   |                                   |
| <b>10. Mission Moment</b>   | 1. Project POWER AmeriCorps (PPAC) Team 21<br>2. Social Determinants of Health  | Whitney<br>9:20<br>Laurie<br>9:30 |
| <b>Confirm Next Meeting</b>   | Friday, November 2 <sup>nd</sup> , 8:30 am  | Cecilia<br>10:00                  |