



**Board of Directors Meeting Minutes
Friday, May 3rd, 2019**

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.

Mission Highlights
Community Partnership & Collaboration Feature
Mothering Asheville & Sistas Caring 4 Sistas
Presented by Maggie Adams and Nikita Smart

Topic	Desired Outcomes	Who/Time
1. Welcome 2. Review Mission Statement 3. Consent Agenda	1. Acknowledge Attendees 2. Reminder of Mission 3. Address Approval of: a. April Meeting Minutes	Cecilia 8:30
<i>Discussion:</i> Shawn made motion to approve April Meeting Minutes, Mark seconds, and vote of approval was unanimous.		
<i>Outcome/Next Steps:</i>		
4. Mission Moment	1. Mothering Asheville & Sistas Caring 4 Sistas Presented by Maggie Adams and Nikita Smart	Natasha 8:35
<i>Discussion:</i> Presentation provided by Maggie Adams, MAHEC Project Manager. (Nakita Smart was unable to attend due to her attendance at Resiliency training.) Overview and history of initiative provided. Focus on addressing Maternal Health and Infant Mortality disparities with a Community Center Health Home Model approach. Inclusive of community leaders, residents and various partners including Children First/Communities In Schools. Greg and Natasha have been involved and serve on operating committees. Recently hosted a Health Equity Conference that Greg presented at. *Presentation file will be provided electronically.		
5. Equity & Inclusion	1. Racial Justice Coalition Update	Cecilia 9:05
<i>Discussion:</i> Coalition received ZSR grant. Next meeting is this afternoon. Future meetings will be held at different partner locations.		
Ensure organization has strong infrastructure to support our mission.		

6. Board Development Committee	1. FY 19-20 Board Officer Slate Presentation 2. New Board Member Identification Update	Laurie 9:10
<p><i>Discussion:</i> Presented proposed FY 19-20 Officer slate. Officer Nominations are, Laurie Pulver as Board Chair, Jennifer Reed as President-Elect, Jonathan Thompson as Treasurer and Yuki Damerville as Secretary. Requested additional Officer nominations from the group and none were provided. Officer Slate will be presented for vote at June meeting. Additionally, discussed Board members that will be rotating off and they are Stacey Bailey, Shawn Henderson and Jennifer Nicolini. Board Development Committee members have been in contact with Board Members rolling off and several individuals about Board Membership. Plan to present some individuals for nomination in June.</p>		
<p><i>Outcome/Next Steps:</i> Will vote on Officers officially next month. Will share presentation of individuals being considered for Board Membership to replace members that are rotating off.</p>		
7. Fundraising/Resource Development Committee Update	1. Resource Development Support Needs 2. Are You Smarter/Trivia Night 3. Upcoming Events -Break The Hunger Food Drive -Downtown After 5	Natasha 9:20
<p><i>Discussion:</i></p> <ul style="list-style-type: none"> -Natasha shared progress to date with Resource Development tasks. Grants are being written, managed and reported on based on applicable timeframes for submission and reporting. Assistance from the CF/CIS Leadership Team has been invaluable. -Internal discussions and planning have been happening around development of the upcoming FY's Resource Development Plan including creation of a dashboard for tracking progress throughout the course of the year. -Additional opportunities for Board Members to support Resource Development efforts will be communicated more frequently. Examples of ways to assist are to provide prospects (individual, civic, faith, corporate, etc...) for engagement, identify matching opportunities for contributions to the organization, share grant opportunities for the organization to pursue. -National CIS Giving Day scheduled for May 22nd. This is a first time event and CF/CIS will participate. Encourage donations be made on this day through our Social Media platforms, Website, PayPal as well as direct payment to organization by mail, in person to make our first run successful. Also, if you are on Social Media please share this effort. -Update provided about Are You Smarter/Trivia Night Estes Edition hosted by Laurie is scheduled for May 9th. Those interested in attending or supporting the event can contact Laurie directly or make contribution to the organization. -Upcoming Engagement Opportunities were highlighted. See below for additional information. If you have any questions please ask Natasha or Audra. <p>WLOS Food Drive: Friday, June 7th This event brings in several food and monetary donations. Volunteers will be accepting food, packing it into boxes and loading it onto the truck. Each shift has 3 spots and we need each of those filled.</p>		

Downtown After 5 Wristbands: Friday, June 21st

Children First/CIS is receiving 2,000 from the Asheville Downtown Association at this event and we need to provide volunteers to check IDs and distribute wrist bands. You will see that all staff and AmeriCorps members have signed up but we still need 5 volunteers for the 1st shift and 8 volunteers for the 2nd shift.

As the event gets closer, reminder emails with all final details will be sent.

-There will also be opportunity to assist with Summer Reading for Summer Campers. Summer Reading Groups are scheduled for June 20th & 27th and July 11th & 18th from 12:00 PM to 3:00 PM. More details about signing up will be provided.

We are thankful for your support!

Outcome/Next Steps:

Increase and diversify revenue sources and maintain strong financial oversight to meet the mission of the organization and provide long-term sustainability.

8. Finance Committee Report

- 1. March Financials
- 2. FY 19-20 Budget Preparation

Jonathan
9:35

Discussion: March Financials presented. Emphasis placed on importance of written contingency plan for FY20 budget. Will need to have options ready to address revenue decrease, un-realization or loss.

Outcome/Next Steps: Laurie made motion to approve March Financials, Mike seconds, and vote of approval was unanimous.

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

9. Success Equation Update

- 1. 2019 Policy Agenda
- 2. FFAB

Greg & Laurie
9:45

Discussion: Shared updates regarding Medicaid Expansion, Early Childhood & Affordable Housing.

Outcome/Next Steps:

Ensure organization has strong infrastructure to support our mission.

10. Executive Director Update

- 1. Staffing Updates
 - Resource Development Vacancy
- 2. General Updates
 - CIS TQS Reaccreditation
 - Strategic Planning Next Steps
 - Melvin R. Lane Next Steps

Natasha
9:55

Discussion: Continuing to hold off on filling Resource Development vacancy. Will keep with the present internal process to address Resource Development tasks for the remainder of the current FY. Notification received of CF/CIS obtaining CIS Reaccreditation. Thank you to the staff and board for your supporting

efforts during the process. Strategic Planning is wrapping up. Plan to provide proposed Goals and Objectives for approval in June. Preparing for Melvin R. Lane presentation which is final step in application process.

Outcome/Next Steps:

Confirm Next Meeting	Friday, June 7 th , 8:30 am Friday, June 21 st , 8:30 am* <i>Hold for Abbreviated Meeting if needed.</i>	Cecilia 10:00
-----------------------------	--	------------------

**Engagement Opportunities
For
May**

Support Resource Development efforts:

- Sign up to contact and thank donors. *Please inform Natasha at natashaa@childrenfirstbc.org of interest and for coordination.*
- Provide prospects (individual, civic/faith, corporate) to be contacted about Children First/Communities In Schools. *Please share prospects and their contact information with Natasha at natashaa@childrenfirstbc.org.*
- Serve as a volunteer for Break The Hunger Food Drive and/or Downtown After 5. *Please contact Audra at audram@childrenfirstbc.org to sign-up.*