



**Board of Directors Meeting Minutes
Friday, August 2nd, 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.

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. June Meeting Minutes	Laurie 8:30
<p><i>Discussion:</i></p> <p>1. Attendees: Laurie Pulver, Cecilia Rawlins, Audra Morrow, Dave Long, Mark Dickerson, Greg Borom, Morgan Bost, Yuki Damerville, Corry Hyde, Sallie Broach, Machel Cathey, Elizabeth Underwood</p> <p>2. Mission Statement was read by Sallie; Laurie led acknowledgement and appreciation of Cecilia’s leadership during the past year.</p>		
<p><i>Outcome/Next Steps:</i> Cecilia made a motion to approve the June Meeting Minutes; Mark seconded; minutes were unanimously approved.</p>		
4. Mission Moment	1. State of Things	Laurie 8:35
<p>Highlights:</p> <p>-Barriers & Challenges</p> <p> a) NC Report Card Buncombe County Data shows: 43% of children live in poor or low-income households, 20% of children are food insecure.</p> <p> b) Importance of CF/CIS Efforts</p> <p> Audra: services holistic; needs assessment of child home life or homelessness; partnerships and after school serves a lot of needs.</p>		
5. Equity & Inclusion	1. Racial Justice Coalition Update	Cecilia 8:45
<p><i>Discussion:</i></p> <p>Cecilia is CF/CIS’s representative to the Racial Justice Coalition (RJC. The RJC is the recipient of a Z Smith Reynolds Grant to fund a Community Liaison position and Cecilia is on the search committee for this position. Request was made for another CF/CIS board member to attend the RJC meetings, in addition to Cecilia. Meetings are the first Friday of the month at 3 p.m.</p>		

<i>Outcome/Next Steps:</i> Determine additional CF/CIS Board Representative.		
Ensure organization has strong infrastructure to support our mission.		
6. Board Development Committee	<ol style="list-style-type: none"> 1. Distribution and Completion of Key Forms 2. Board Committee Sign Up for FY 19-20 3. Board Development Planning for FY 19-20 	Laurie 8:55
<p><i>Discussion:</i></p> <ol style="list-style-type: none"> 1. Board Commitment forms were passed out. Members were asked to complete forms and leave with Laurie. 2. A list of Standing Committees were passed out. Members were asked to consider and to sign up for committee participation. 3. A curriculum is being developed for all board members and will incorporate new member orientation. It is expected to be ready for a September presentation, and details will follow. New board members will have some contact time with Natasha and Laurie after each board meeting to ask questions or clear up any issues. 4. It has been expressed that staff and board members want to interact with each other. In light of this, an idea for board members to have a staff buddy was presented in which the board member would meet a few times during the year with the staff buddy to get to know him/her and to get more familiar with and view the roles and duties of the staff persons position and possibly lend support where needed. A sign up of interest sheet went around. 5. Laurie requests personal thoughts on reasons for being here as a board member on 3x5 card. 		
<i>Outcome/Next Steps:</i> Details of formal curriculum for new and incumbent members will be forth coming.		
Increase and diversify revenue sources to meet the mission of the organization and provide long-term sustainability.		
7. Fundraising/Resource Development Committee Update	<ol style="list-style-type: none"> 1. Resource Development Plan Preview 2. Grants Update (non-Advocacy) 3. Events Update 	Audra 9:05
<p><i>Discussion:</i></p> <ol style="list-style-type: none"> 1. Dash board and tracking tool of grant application and outcome is in use. Mind the Gap tours will be re-instated for September as well as an event for Q&A and fundraising. Goal is to get more corporate sponsors. Materials for new sponsors to learn about CF/CIS are being updated by Audra. 2. No red flags at this moment. 3. So far, at 54% of funding for year has been met. Grant applications are on-going and will be updated. 4. Backpack Bonanza--last year. 300 kids were served and everyone got a backpack and it was a successful event. This year's event is scheduled for August 16, 2019. Volunteers are needed. 		
<i>Outcome/Next Steps:</i> Audra will send out doodle sign-up through email for Backpack Bonanza.		
Increase and diversify revenue sources to meet the mission of the organization and provide long-term sustainability.		
8. Finance Committee Report	<ol style="list-style-type: none"> 1. June Financials 	Jonathan & Morgan

		9:15
<p><i>Discussion:</i></p> <p>1. Morgan: Cash accounts at June 30, 2019 was \$310K, which is an increase from \$303K at the end of May 2019, and represents 3 months of operating budget. However, soft close of budget and auditors will account next month so may change. Last quarter, \$10K was anonymously donated. Also, Americorps income was below budget due to a smaller team, but more funding was received due to earlier projections and the approval by Americorps to use funds for unspecified items that were not in the original proposal including a portion going to the salary of Director of Community Supports. Accounts receivable included invoice for Z Smith Reynolds for \$50K. MAHEC has been contacted and assured their payment.</p> <p>2. Morgan acknowledged and led appreciation of Greg, Laurie, Natasha and other team members for filling in for duties when needed.</p>		
<p><i>Outcome/Next Steps:</i> Cecilia made a motion to approve June financials; second: Dave. Financials unanimously approved.</p>		
<p>Provide leadership, education, and outreach to support collaborative engagement in our policy advocacy work that builds relationships with policy makers, community members and ultimately shapes public policy.</p>		
<p>9. Success Equation Update</p>	<p>1. 2019 Policy Agenda 2. FFAB</p>	<p>Greg & Laurie 9:25</p>
<p><i>Discussion:</i></p> <p>1. SELT Team will meet in August and will discuss next steps of policy agenda items, FFAB, as well as new items. Greg highlighted FFAB standing at the moment. 76% of new revenues (\$5.9 M) from Mission sale to HCA went to Transportation, Early Childhood Education (ECE) and Housing in the Asheville City and Buncombe County budgets. A full report on the first year funding will be released soon and shared with the board.</p> <p>2. NC State: currently the legislature and governor have not agreed on state budget this includes no final public school budget yet passed. This comes as a result of Governor Cooper's veto of presented budget because budget did not include Medicaid coverage expansion. Uninsured gap continues for an estimated 500,000 people who would be eligible under an expansion. Funding to implement Raise the Age funding is also not finalized.</p> <p>3. Greg answered questions about who is/are FFAB leadership and partners.</p>		
<p><i>Outcome/Next Steps:</i></p>		
<p>Increase and refine communication and outreach efforts to enhance community awareness, engagement and support.</p> <p>Utilize the CIS framework to provide opportunities for children and families to succeed in life.</p>		

3. Community Supports & Engagement	<ol style="list-style-type: none"> 1. Project POWER 2. Student Support Specialists & Afterschool Enrichment 3. Parent & Family Engagement 	Audra 9:35
<p><i>Discussion:</i></p> <ol style="list-style-type: none"> 1. Project POWER Team 22 will start next week and 19/20 spots are currently filled. 2 training sessions for members are being considered: one for academic and one for community supports. Audra has details for training times and dates. 2. Summer Camp was successful. 3. Student Support Specialists and Afterschool Enrichment: The MTSS (multi-tiered system of support model) that schools employ is similar to the CIS model Tiers. Audra and Jennifer Reed will meet with principals of several schools to review these evidence-based models and to point out the similarities in the 3-tiered approaches to providing varying levels of support to students. 4. Eblen: Newcomer orientation is scheduled. 		
<i>Outcome/Next Steps:</i>		
Ensure organization has strong infrastructure to support our mission.		
4. Executive Director Update	<ol style="list-style-type: none"> 1. Organizational Move 2. ED One on One Staff Meetings 3. Staff Performance Evaluations 	Greg 9:45
<p><i>Discussion:</i></p> <ol style="list-style-type: none"> 1. Organizational move is complete. 2. Natasha will complete ED one-on-one meetings by end of August. 3. Staff Performance Evaluations: New tool will be in place for next year and will include a staff self-assessment before meeting with Supervisor and/or ED. 		
<i>Outcome/Next Steps:</i>		
Confirm Next Meeting	Friday, September 6 th , 8:30 am	Laurie 9:55

**Engagement Opportunities
For
August**

Backpack Bonanza: Friday, August 16th