**Board Meeting**

May 3, 2017

1:00pm-3:00pm Wellness Center

* Call Meeting to Order – President Ginny called the meeting to order at 1:03 pm. Fr. Mundy, Bart, Lindsey, Carol, Peggy, Ginny and Diana present.
* Welcome Guests - None
* Agenda – Peggy requested the Treasurer Summary be moved to Consent Exemptions. Fr. Mundy moved to approve the Agenda as amended. Peggy seconded the motion. Motion passed unanimously.
* Consent Agenda
  + Minutes of March 5, 2017
  + Treasurer Summary Ledger and Report
  + Coalition Reports
* Social Media/Website Report
* Consent Exemptions - Treasurer Summary Ledger and Report – To assist Peggy as Treasurer, when expenditures are approved at a board meeting, the vendor and amount need to be recorded. A QuickBooks discussion took place. The board reviewed the options of using the online version which provides for multiple-person access, data storage in the cloud, includes technical support, and incurs a monthly fee; vs. a stand-alone license for one person/one computer, requires many software updates with technical support charged separately. Carol moved to continue using the QuickBooks online version. Fr. Mundy seconded the motion. Motion passed unanimously. Peggy has the CWC EIN number and needs an additional form from the state to obtain tax exempt certificates to be used on purchases. Peggy and Lindsey will work to get this accomplished.

**Business**

* PHS Community Partnership Grant Deliverables update – Last payment requested has been received. Next deliverable is due in June. Ginny will email her notes regarding the next deliverable to the board and work with Lindsey on the next invoice to PHS.
* Follow Up on HV Grant Deliverables Status (All) - HV goals were reviewed. Testimonial letter promoting HV will be submitted to the News-Bulletin with an introduction to HV by Lindsey. Ginny is compiling the information for the final draw down including the rack cards, parenting tri-fold brochure; and data from the Los Lunas and Rio Communities Health

Fairs. Ginny will give the deliverable template to Lindsey and work with her to submit it following tomorrow’s CRUNCH.

* Final Planning for May CRUNCH (All) – Ginny will emcee as Stephen will not be available; Carol will pick up the sound system from Peggy as Peggy will not be available at the start. All other details set to go.
* Budget Discussion (Lindsey/Peggy) – Peggy and Lindsey will be meeting separately after today’s meeting to collaborate and share budget needs and concerns. If we succeed in obtaining additional grants, a bookkeeper may become necessary.
* Activities and Time Line (Lindsey) – Reviewed all items from last meeting on spreadsheet Lindsey created for follow-up and action items. Discussed pursuing a resolution with local government entities instead of MOUs. Listing of community health priorities would provide the impetus for passing resolutions.
* Development of Procurement/Financial Policy Follow Up – A separate meeting for available board members to develop these policies is scheduled for Friday, May 26th, at 1 pm.
* CWC Binders etc. Inventory & Storage and Scanning Planning Follow Up - Will be during fall 2017 at Peggy’s house where the bulk of paperwork currently resides. Peggy will email the board all dates that she will be available.
* Selected Strategies from Action Plan—Standing Items
  + - 1. Kids At Hope No Exceptions (Bart and Stephen and Diana) – The Arizona judicial system has implemented the Kids at Hope program. Bart distributed program information to a new judge and CYFD, but has not heard back yet.
      2. SBHC progress (Peggy and Diana) – No update
      3. Mentorship Program (Stephen, Diana, Father Robert) – Diana is working to improve the geo-coding map and assessment of youth services in the county. Behavioral health coverage varies by insurance provider and there is a gap in services for youth between juvenile detention and release back to families.
      4. Capacity Building (All) – Valencia Community Action Network (VCAN) is planning to host community events for youth and not conduct assessment or planning.
* CWC Rio Communities Assessment Update on Final Report – Diana is picking up the laptop from the contractor tomorrow and a full report will be provided at our next meeting.
* United Way Grant/Media/LED Sign Update (Diana) – After retrieval of laptop tomorrow, Diana will attempt to access and upload messages on the Los Lunas sign. No action on Belen sign.
* Update on the Urban Gardens Program (Lindsey) – Last meetings went well and the community is happy with the direction so far. To get more youth involved churches and 4H were suggested.
* Action Plan/Follow Up on Action Items – Ginny and Lindsey will compile and email to board.

**Additional Items of Discussion**

* Adjourn – Meeting adjourned at 3:05 pm. Next meeting scheduled for Wednesday, June 7th, at 1 pm at the Wellness Center.