**Board Meeting**

April 5, 2017

1:00pm-3:00pm Wellness Center

* Call Meeting to Order – Acting Chair Diana called the meeting to order at 1:10 pm. Stephen, Bart, Carol, Diana, Lindsey and Fr. Mundy present.
* Welcome Guests - None
* Agenda – Carol moved to accept the Agenda, including the Consent Agenda with no exemptions. Fr. Mundy seconded the motion. Motion passed unanimously.
* Consent Agenda
  + Minutes of March 1, 2017
  + Treasurer Summary Ledger and Report
  + Coalition Reports
* Social Media/Website Report
* Consent Exemptions

**Business**

* PHS Community Partnership Grant Deliverables update – Next to work on are MOU’s with municipalities, following May CRUNCH. Diana and Lindsey will contact other health councils for an MOU template. Need to add activities and timeline to next meeting agenda.
* Follow Up on HV Grant Deliverables Status (All) – For Goal 1 – A & B are completed. To complete C, Diana will obtain a gift card and Lindsey will work on an introduction for Rose Baca’s HV letter of support to submit to the News Bulletin. Goals 2 and 3, are completed or ongoing.
* Final Planning/Arrangements for VLL Health Fair – Diana created two large displays to solicit community input regarding HV to be used at the Los Lunas Health Fair, Rio Communities Health Fair, as well as at our May CRUNCH. Three options are available for participants to choose from regarding their perception of HV impact. T-shirts should be available by Friday and will be used as a giveaway to encourage participation. Reviewed table coverage schedule and as well as assigned responsibilities.
* Planning for Rio Communities Health Fair – This is on April 22nd, from 10am to 2 pm. Stephen, Diana, Carol, Bart, and Peggy will attend. Sent a request to Peggy to keep these tables together for ease of coverage.
* Planning for May CRUNCH (All) – Scheduled for May 4th, from 1-3 pm at UNM-Valencia. Diana will bring food and create plot map; Carol will create sign-in sheets; Peggy will bring the speaker system; Stephen will be our emcee and bring the smiley face balloons; Lindsey our timekeeper; and Diana will organize the skits, 3 signed up already, as well as send flyers and reminders to attendees, the News Bulletin and post on our Facebook page.
* Discussion on Accounting Quick Books/Ongoing needs with expansion – QuickBooks is charging different amounts on a monthly basis. Is there a standalone version we might purchase outright for a one-time fee?
* Development of Procurement/Financial Policy – Fr. Mundy will head up a committee to work on this. Plans are to meet at 1 pm, on Friday, May 26th. Ginny and Peggy will be asked to assist, and Diana and Lindsey plan to attend as well.
* CWC Binders etc. Inventory & Storage and Scanning Planning - Postponed
* Selected Strategies from Action Plan—Standing Items
  + - 1. Kids At Hope No Exceptions (Bart and Stephen and Diana) – Bart is in talks at the state level to implement Kids at Hope in NM. Bart plans to attend a meeting in Phoenix with Kids at Hope May 1st – 2nd.
      2. SBHC progress (Peggy and Diana) – Diana spoke with the school health advisory committee. Talks are beginning at the state level with potential providers.
      3. Mentorship Program (Stephen, Diana, Father Robert) – The assessment completed last fall is being used proactively. The PAL program is now in the county and the Boys & Girls Club will be expanding.
      4. Capacity Building (All) – We work on this constantly. Remember self-care to be able to help others.
* CWC Rio Communities Assessment Update on Final Report – Diana and the contractor will meet to run the final reports.
* United Way Grant/Media/LED Sign Update (Diana) – Diana spoke to Jason and the Los Lunas sign access may be completed soon by installing a port on the sign. The Belen sign is to be stacked with Belen’s own sign.
* Update on the Urban Gardens Program (Lindsey) – A community meeting is scheduled for Wednesday, April 19th, from 2:30-6:30 pm. The goal of this meeting is to bring many voices together to firm up rules, goals and opportunities for the gardens. All are welcome.
* Action Plan/Follow Up on Action Items – Renewal of Insurance Policy was ratified and approved unanimously, by email and at this meeting. Lindsey will send an email of introduction as the new contracted CWC Coordinator.

**Additional Items of Discussion**

* Adjourn – Meeting adjourned at 2:52 pm. Next meeting scheduled for May 3rd, from 1-3 pm, at the Wellness Center.