**Board Retreat Minutes**

November 10, 2016

10:00pm-3:30pm Belen Public Library

**In Attendance:** Stephen Chavez, Fr. Mundy, Peggy Gutjahr, Diana Good, Carol Claus, Bart Regelbrugge, and Terry Schleder

**Business**

* By-Laws Review – Due to the requirement for any payment amount over $200.00 needing the majority vote of the Board of Directors ~ Fr. Mundy moved to remove entirely the last sentence in Article 7, Paragraph 1: “Any expenditure over $500.00 will require (2) Signatures the Treasurer and the Chair.” Carol seconded the motion. Motion passed unanimously and is the sole change to the By-Laws.
* Speaker Guidelines reviewed. Bart moved to accept the speaker guidelines as presented. Peggy seconded the motion. Motion passed unanimously.

**Discussion**

* Records Storage – Decision made to record oral history of health council having Fr. Mundy interview Peggy via video recording. Stephen will edit the final copy, both to capture CWC history and promote on social media. Diana has secure office space to store paper records, and a safe deposit box was suggested for vital documents. Plans to scan historical documents to jump drive storage and perhaps a Drop Box, will be scheduled after January and facilitate CWC spring cleaning.
* Reviewed Rio Communities assessment, both community mail-out and health fair collection results.
* Coordinator position reviewed and discussed including scope of work, recruiting, interview and selection, qualifications, duties and proposed pay rate. Terry will provide more details from these notes.
* Debrief of Home Visiting Advocacy meeting, held November 9th and attended by Terry, Bart and Carol. Advocacy of legislature will be needed, being careful to avoid lobbying; the differences will be reviewed. Home visiting requires relationship building first and foremost and will take some time to develop. Discussion ensued regarding what advocacy is as well as what it isn’t. Terry will provide further details.
* Next CRUNCH – Scheduled for January 18, 2017 from 2-4 pm focused on elders, to be held in Rio Communities. Peggy will verify space availability.