General Meeting Minutes

Monday October 13th, 2014 – 3:15pm – 4:45pm

Raymond High School Library, Raymond, WA

In Attendance:

Emily Popovich (TRL), Erin Frasier (TAC), Gracie Manlow (TAC), Jeannie Weyl (PCHD), Jon Ashley (PCSO), Laurie Johnson (First Lutheran Church of South Bend), Melissa Sexton (PCHD), Paul Turner (WHMA), Paul Wirkkala (PC Juvenile Office), Rob Verboomen (RPD), Ryan Miskell (SBPD), Sandy Moser (Volunteer), Sharon Madrid (CSN), Tanya Schiller (TAC), Violet Corbit (ESD #113).

Agenda Items:

Erin Frasier called the meeting to order at 3:22pm.

1. Erin Frasier welcomed the group. Attendees stated their name and organizations.
	1. A pop quiz was included in the agenda packet. The group worked together on answering the questions.
		1. Name the last 2 events that TAC has had and where were they located. – *The Community Get-Together at the Raymond Library and the Rx Takeback at Pioneer Grocery.*
		2. How can you access previous meeting minutes? – *By joining the TAC email list and by downloading them off the TAC website.*
2. Show and Tell
	1. An official Show and Tell was not received for this month, but Emily Popovich shared that she saw a “Let’s Draw the Line” sticker in a store in Naselle. She was impressed and pleased to see the sticker hanging outside the immediate community.
	2. A call for November Show and Tell was put out to the group.
		1. Violet Corbit volunteered and said that someone from True North will present next month.
3. Approval of the August and September 2014 TAC Meeting Minutes
	1. Emily Popovich made a motion to approve both sets of minutes presented in the agenda packet.
	2. Paul Turner seconded.
	3. There was no discussion. All were in favor, the motion passed.
4. Board Reports
	1. Chair’s Report – Erin Frasier
		1. Community Get-Together
			1. This event was a way to build capacity and awareness for TAC. Overall the event was a success thanks to the sharing of new ideas, delicious food from Las Maracas, and the generosity of the Raymond Library for allowing the use of their building. New people joined as members as well as on the mailing list.
			2. RE: Letters to the Editor – Local newspapers
				1. There was an attendee at the Community Get-Together who was inquiring about our mission and vision. He was misunderstanding TAC’s purpose and role within the community.
				2. He submitted letters to the Pacific County Press, the Willapa Harbor Herald, and the Chinook Observer in order to express his concerns.

TAC Staff received a head’s up from the Willapa Harbor Herald for the printing of a rebuttal. The letter will also be printed in the other papers to try and calm the situation.

* + 1. Rx Takeback
			1. TAC held the event on September 27th in front of Pioneer Grocery from 10am-2pm.
			2. About 50 pounds of medication were collected.
			3. People seemed pleased with the new Rx Dropbox that will be located at the Pacific County Sheriff’s office.
		2. The Dream Challenge
			1. The Dream Challenge is a social media push, originally set for two weeks but now it is ongoing.
			2. Dream Catchers are created with a variety of materials attached to a metal coat hanger. The goal of the dream catchers are to promote hopes, dreams, and the discussion of future orientations as well as protective factors.
			3. The challenge is for all ages.
				1. Willapa Valley Elementary participated as well as youth at the Raymond Library.
			4. Search for “The Dream Challenge” on Facebook to see current collection of Dream Catchers.
	1. Secretary’s Report – Paul Turner
		1. TAC is still working on hammering out project descriptions and responsibilities.
		2. The Executive Committee Dropbox has been updated and reorganizing is continuing.
	2. Treasurer’s Report – Emily Popovich
		1. WBH is still holding $2000 from Let’s Draw the Line for mini-grants at the Peer Helper Retreat.
1. Administrative Report – Tanya Schiller
	1. Facebook
		1. TAC has gained 50 new “likes” in the last month. Staff will continue to pull insights for archival purposes and reference.
		2. Our paid Rx Takeback post reached 1600 people from a paid ad
		3. Our unpaid Community Get-Together post reached 469 people
		4. Top 3 cities for fandom
			1. Raymond – 65
			2. South Bend - 39
			3. Long Beach – 23
	2. Website
		1. Pacificcountytac.org went “live” on September 23rd, 2014
			1. Within the first day, we had 56 page views
		2. From September 23 – October 6th, we have had 251 total page views
			1. There have been a minimum of 3 every day
	3. Supplies
		1. We now have a TAC laminator for brochures, newspaper articles, posters etc.
		2. T-Shirts have been ordered from Heavenly Memories, Willapa Printing
			1. 32 shirts in varying sizes
			2. Green t-shirt with black front tree logo
		3. TAC camcorder, tripod kit, and bag (very small and compact)
		4. New trifold display board
		5. Peer Helper Retreat binder pocket inserts and business card inserts
2. Youth Prevention Summit
	1. Gracie Manlow will be teaming up with Lindsey Hylton from Wellspring to go to the conference in Yakima, WA from Oct 19-21st.
	2. 3 male students from Raymond High School will be going along with 3 female students from South Bend High School.
	3. There will be classes and forums that the students will attend so that they can working on bringing a campaign back to their schools.
3. Bylaw Revision Vote
	1. The TAC Bylaws need to be up to date so that board nominations can begin in November.
	2. The voting process must consist of a quorum of members in good standing.
		1. Tanya Schiller will send the bylaws out via email to those eligible to vote.
		2. Every person eligible must vote either yes, or no.
		3. Approval is 50% of the quorum plus 1.
	3. Emily Popovich suggested adjusting the boundaries within the bylaws to include Bay Center.
	4. Laurie Johnson mentioned that email voting for nonprofits in the state of Washington must be unanimous.
4. Strategic Plan
	1. The revised TAC Strategic Plan contains the same mission and vision as previous versions.
	2. Paul Turner summarized TAC’s yearlong goals:
		1. 1-Formalize the Teen Advocacy Coalition
			1. TAC has been growing and needs more structure
		2. 2-Inform community about TAC and increase membership
			1. TAC wants members to attend meetings as representatives of TAC
			2. TAC wants to restart the Asset Builder awards
			3. There should be regular publicity on TAC happenings
		3. 3-Increase community awareness and facilitate outreach activities
			1. Stay up to date with social media and community events
		4. 4-Further develop a youth arm of TAC
		5. 5-Complete activities of the DFC Grant.
5. Red Ribbon Week
	1. Red Ribbon Week is Monday October 27th thru Friday October 31st.
	2. TAC has been involved in the past.
	3. The theme this year is “Love yourself. Be drug free.”
	4. The week is spent spreading awareness for drug prevention.
6. Committee Reports
	1. Capacity Building Committee
		1. This committee will focus on networking and finding new members to join and partner with TAC. They still need to determine a meeting time.
		2. A sign-in sheet was distributed for members to join this committee.
		3. New Membership Applications and Vote
			1. The following new TAC member applications were reviewed by the group: Chris German, Renee Boggs, Kenny Minks, Karen Carter, Keith Frasier, Marissa Hurley, Melissa Hurley, Ryan Miskell, Rob Verboomen, Jeannie Weyl, Sharon Madrid and Paul Wirkkala.
			2. Emily Popovich made a motion to approve all members, including the ones that were filled out and turned in at the meeting. Jon Ashley seconded. No discussion, all were in favor, none opposed, the motion passed.
	2. Financial Committee
		1. Emily Popovich attended the non-profit conference in Ocean Shores last week and learned a lot about finances that she would be able to discuss with the group in more detail at a subcommittee meeting.
			1. The grant income is considered “earned income”
		2. A volunteer sign-up sheet for the Financial Committee was distributed. The committee will focus on fundraising, leveraging resources and researching obtaining eligibility for 501c3 status.
			1. Laurie Johnson mentioned that there is now a simplified form through the IRS
			2. Currently TAC can register with the state of Washington
			3. TAC should be careful when applying for grants because we have a fiscal agent
7. Drug Free Communities (DFC) Reports
	1. Financial Report
		1. TAC is in good shape on match; it currently exceeds the expenses.
		2. The expense categories were spent down so that it met the carry-over standard without losing money for this year.
	2. Work-plan Report
		1. A permanent Rx Dropbox is residing outside the Pacific County Sheriff’s office in South Bend.
8. Task-force Reports
	1. Peer Helpers Retreat
		1. The 2014 Peer Helper Retreat will be held on Nov. 1st -3rd at Ocean Park Retreat Center.
		2. Naselle will be unable to attend the retreat this year to scheduling conflicts with faculty chaperones.
			1. South Bend, Raymond, and Valley can take an additional 3 students for a total of 13 students each.
		3. The transportation to get the students to and from the retreat is still to be determined.
		4. TAC staff will follow up with law enforcement officers for their availability to participate in the retreat.
		5. A new speaker is needed for the “Embracing Diversity” topic on Saturday Nov. 1st from 6:00pm – 6:50pm.
			1. TAC staff will follow up with Melissa Sexton and Violet Corbit for potential speakers.
		6. The agenda for the retreat is set. This year, there will be more emphasis on students working on collaborations. The theme is: Get Involved.
		7. There will be mini-grants offered at the end of the retreat for students to be able to implement their plans into action.
			1. Mini grant funds for the North County schools will come from the Let’s Draw the Line funds.
				1. It’s still to be determined where Ilwaco’s mini-grant funds will come from.
		8. The Youth Arm elections for TAC will take place at the Peer Helper Retreat.
			1. Students will be voting for liaisons to communicate between all three schools and the board.
	2. Substance Abuse Prevention Task Force
		1. This task force will meet to determine their roles and to define future activities they should pursue. An example is exploring tactics for dealing with marijuana in the community.
9. A call was put out for November agenda items.
	1. True North will be doing Show and Tell
10. Member Announcements
	1. There were no announcements.
11. Erin Frasier adjourned the meeting at 4:30pm.