**Teen Advocacy Coalition**

**Board Meeting Minutes**

Monday December 10th, 2014 – 2:30 – 3:30

Executive Session 2:00pm – 2:30 pm

Grays Harbor Community College Riverview Campus

**Board Positions**

(Members present unless noted)

Chair--------------------Erin Frasier (Absent)

Vice Chair-------------Kristin Clouse

Secretary---------------Paul Turner

Treasurer---------------Emily Popovich

Member at Large------Katie Lindstrom

Member at Large------Position not filled

Project Director/Fiscal Manager--------Bob Caetano

Project Coordinator---Gracie Manlow

Project Assistant-------Tanya Schiller (On the phone)

Agenda Items:

1. Executive Session Follow-Up
   * 1. No formal executive session was held. Group decided that for future reference, the Chair will notify coordinator if session is needed or not. Coordinator will inform board of decision.
2. Administrative Update
   1. The TAC Office has moved across the hall into their more permanent location. Gracie and Tanya are pretty much set up with everything they need.
   2. TAC also ordered new chairs that have been much appreciated by staff.
      1. Kristin suggested that Gracie and Tanya look into ordering shelving to store their extra TAC supplies in the upstairs of WBH. Once those are ordered, a date will be set to move the rest of TAC’s supplies.
3. Peer Helper Retreat Follow Up
   1. Expenses for Peer Helper Retreat came in about $3000 less than originally anticipating.
   2. TAC accumulated nearly $22,000 in match time for the retreat.
   3. Evaluations were distributed among board members. Katie suggested emailing each presenter their evaluations from the students. Gracie remarked the evaluations had mostly positive responses and will be helpful for planning next year’s retreat.
4. Financial Committee Report
   1. Emily Popovich reported out on the meeting. The committee reworked the budget and tentatively decided what to do with the Carry Forward Budget. Gracie will work on the request and present it to the TAC General Meeting. Katie remarked that the Carry Forward is something the entire coalition should be involved in.
5. Board Elections
   1. It was confirmed that only approved TAC members are eligible to vote.
   2. Again, only approved TAC members are eligible to run for any of the board positions. Tanya will confirm all of the ‘nominees’ are in fact members of TAC.
6. Youth Liaisons
   1. Gracie and Tanya will begin working with the schools to determine an appropriate time for students to be out of class. It was suggested to continue forward with the rotating lunch time meeting.
7. Summer After School Program
   1. Kayla Camenzind approached TAC for possible funding for her after school program. According to the DFC regulations, TAC cannot fund the program. However, if Kayla were looking for support as far as a drug and alcohol prevention course, TAC could potentially offer assistance. TAC staff could also call upon TAC members to volunteer at program.
8. Willapa Harbor Herald Columnist
   1. Karen Carter has offered TAC a space to write a weekly, biweekly or monthly column in the Herald. The topic would change based on reader interest, but TAC would receive free promotion. All board members were in agreement that this is a great opportunity and TAC should move forward with a monthly column.
9. TAC Work plan Update
   1. Board Retreat will be determined once new board is elected.
   2. TAC 101 will be implanted once the new vice chair is brought up to speed with capacity building committee.
   3. New member binders and orientation will be presented quarterly. Katie said the meeting could be a quick 20 minutes prior to the general meeting. It’s a great opportunity for new and old TAC member to familiarize themselves with TAC.
   4. Asset Builders will begin in January 2015.
10. December TAC Meeting Agenda
    1. Show and Tell – RHS Peer Helpers
    2. Elections
    3. Carry Forward Budget
    4. Prevention Consultant updates
    5. 1/10th of 1% Meetings
    6. Voting of New members.

Kristin Clouse adjourned the meeting at 3:30 p.m...