



TAC

Teen Advocacy Coalition

Board Meeting Minutes
Monday, October 14, 2019 – 1:00-2:30 PM
Raymond High School

In Attendance:

Zoe Sowa (Chair), Lyndsey Owen (Past Chair/Project Director), Denise Rowlett (TAC Coordinator), Rikki Coma (Raymond Police Department), Chelsea House (TAC Assistant), Luis Gonzalez (South Bend Police Department), Jill Kawulok (BBBS), Joe Foster (Fiscal Agent-Lifeline Connections)

1. Welcome and Introductions

2. Approval of Minutes – Lyndsey moved and Luis seconded a motion to approve the September 9, 2019 minutes; motion passed.

3. Board Appointments – Vote on following board appointments at general meeting:

- a. Vice Chair – Chuck Spoor
- b. Secretary – Tania Remmers
- c. Treasurer – Luis Gonzalez
- d. Member at Large – Rikki Coma
- e. Member at Large – Bethany Barnard

4. DFC

- a. Site visit November 1st- Would like to have board/community members at the luncheon.
- b. Denise and board are going to collaborate to create new action plan; need to pull data from 2018 Healthy Survey.

5. Employee and Contractor Reports

- a. Director – Reviewed Notice of Award for new fiscal year; DFCme is still down; made travel arrangements for Denise, Zoe, and Lyndsey to attend CADCA forum
- b. Coordinator – Is preparing for DFC site visit; working on updating CIAs and recruited new media partner (Jodesha Broadcasting/105.7); working on website updates including new board members with pictures (to be published next year); needs O drive access to Lifeline Connections server; Rx Take Back is October 26th from 10 am-2 pm at Pioneer Grocery; R2R Community Engagement Night is November 7th at 5:30 pm
- c. Administrative Assistant – Updating budget tracker.

6. Grant Reporting

- a. AmeriCorps – PCYA merger on hold; currently do not have contract or financials; current MOU can't be re-issued and not transferrable; Jill is going back to PCYA team to discuss and figure out next steps.



7. TAC Committees

- a. Capacity Building Committee
 - i. Town Hall November 7th South Bend Cafeteria 5:30 pm
 - ii. Work on recruiting one youth board member from each school.
- b. Finance Committee
 - i. General Budget New Fiscal Year 2019-2020
 - ii. Other TAC Funds – Bank of the Pacific account \$5,649
- c. Substance Use Prevention Committee
 - i. Prevention Consultants
- d. Youth Arm Committee
 - i. Red Ribbon Week School Based Positive Norms Oct 23rd-Oct 31st
 - ii. Sources of Strength Activities ESD 113 November 4th-8th
 - iii. Jeff Yalden – Suicide Prevention Speaker Tri-District November 7th 9:00 am SBHS
 - iv. Sources of Strength Training November 21st Tokeland

8. Financial Reporting

- a. Fiscal year ended September 30th, Joe would like to get all receipts and invoices submitted by end of week for reporting purposes; approximately \$21,000 has been expended; carryover committee meeting October 17th; \$33,000-\$50,000 one-time events should be a reasonable request.

9. Miscellaneous

- a. Zoe would like to bring back the Holiday Party.
- b. Denise will hand out candy and bracelets for trick or treaters at office.
- c. Board approved a budget of \$300 to support lunch for trauma sensitive schools training on November 27th.

Next Meeting: Tuesday, November 12, 2019
1:00 PM-2:30 PM – Raymond High School