



Board Meeting Minutes
Monday, June 8, 2020 – 2:00-3:15 pm
Zoom Meeting

Board Members Present: Zoe Sowa, Chair
Tania Remmers, Secretary
Luis Gonzalez, Treasurer
Bethany Barnard, Vice-Chair
Liliana Ayala-Silva, Member at Large

Others Present: Denise Rowlett, Coordinator
Lyndsey Owen, Project Director
Chelsea House, Administrative Assistant

1. Approval of Minutes – Tania moved and Bethany seconded to approve the March 9, 2020 minutes; motion passed. Tania moved and Luis seconded to approve the May 11, 2020 minutes; motion passed.

2. Staff Reports

- a. Program Director – Working on wrapping up HCA grant; data entered in Minerva; Second Step program, Guiding Good Choices, SOS campaign are done; QPR training (substitute for YMHFA) is scheduled for June 24th at 10 am, Bethany is co-facilitating; will have spent \$19,955.22. There were 72 lessons for 93 elementary youth at Raymond and South Bend. Eight parents completed Guiding Good Choices.
- b. Coordinator – Wrapping up the SOS social media campaign, currently in week 10; requesting board create a short video about what’s been helping you, send video by Wednesday at noon. Working with substance use prevention committee on opioid prevention and at-home safe storage; will be purchasing lock boxes or bags to distribute to community; next meeting is Thursday June 11th at 12:30 pm. Doing prep work for color run; planning meeting is Thursday June 11th at 3 pm. Since we weren’t able to have the board work session, will be working on updating the sustainability plan; will try to have a draft done for input by the July meeting.
- c. Administrative Assistant – Budget tracker is up to date; will always be a month behind for payroll.

3. Grant Management

- a. Expense Tracking – \$56,572 spent YTD.
- b. Match Tracking – Based on anticipated expenditures, need match of \$147,024.79; still need to add EMP time sheets and family activity time.
- c. Funding Requests
 - The funding request form has been converted to a [Google Form](#).
 - Per Lyndsey, the MOMS of Raymond group want to do an outdoor summer program for youth and families; four sessions, would need approximately \$2,000; board



TAC

Teen Advocacy Coalition

supports reallocating Peer Helper Retreat project funds; will have them submit formal request but no vote is necessary.

- d. DFC Transition – Denise, Zoe, and Lyndsey met to determine the amount needed to drawdown for the remainder of the current grant cycle. Joe will submit by June 30th.
 - e. Action Plan Review – Denise added status column; will update before July meeting.
4. **Logo and Branding** – Denise met with Julie last week, she is working on some formatting issues; will email out when “final” drafts are received.
 5. **Other Business** – There was discussion about a movement in Olympia to remove resource officers from schools.

Next Meeting: Monday, July 13, 2020 – 2:00 pm