



TAC

Teen Advocacy Coalition

Board Meeting Minutes
Monday, August 10, 2020 – 2:00-3:45 pm
Zoom Meeting

Board Members Present: Zoe Sowa, Chair
Jesse Eastham, Member at Large

Others Present: Denise Rowlett, Coordinator
Lyndsey Owen, Project Director

1. **Approval of Minutes** – Lyndsey moved and Jesse seconded to approve the July 13, 2020 meeting minutes; motion passed.
2. **Staff Reports**
 - a. Program Director – Joe submitted the DBHR billing. Britney Smith is the new program manager; meeting with her Thursday, she wants to make some small edits to the action plan.
 - b. Coordinator – DFC Me progress report, core measures, coalition classification tool, and sustainability plan are due August 14th; shared the CCT results with six responses. Will be attending CDC DFC GrantSolutions online training. Provided update on the work of the substance use prevention committee. Working on color run.
 - c. Administrative Assistant – Not present.
3. **Grant Management**
 - a. Expense Tracking – The expense tracking and drawdown tracking sheets were reviewed. The MOMS group is unable to move forward with their summer camp; will be reallocated to provide free open swim for the remainder of August.
 - b. Match Tracking – Still need documentation for several activities; added HCA DBHR grant which brought the expected deficit to only \$9,900.
 - c. Funding Requests – None.
 - d. Action Plan Review – NSTR
4. **Sustainability Plan** – Need to submit w/progress report by Friday; would like board members to review and add content/comments by Thursday.
5. **Logo and Branding** – Only two responses were received for logo concepts; Denise will send reminder to board.
6. **Color Run** – 227 registered to date; Denise will order 50 additional medals and more color powder.
7. **Other Business** – Denise mentioned the No Child Left Inside grant opportunity; will have more information at 9/14 meeting.

Next Meeting: Monday, September 14, 2020 – 2:00 pm