

Palm Beach County Coalition for Children
July 10, 2008
BOARD MEETING MINUTES

Introductions/Attendance:

- 9/9 = Quorum met
- Board Members: Jennifer Schneider, Eva Nowakowski; Andrea Raasch; Jennifer Melvin; Angela Harper; Samantha Corrington; Cassandra Wilbanks (Casey); Margaret Bagley (Maggie); Ruth Walerstein
- Guests: Jack Holcomb

Welcome & Introductions:

- Jennifer welcomed and congratulated new Board members.
- Binders should be ready by the next Board meeting after updates are made to the Board contact list and any revisions to the by-laws are made and approved.
- Jennifer distributed current by-laws and asked members to review their specific roles and responsibilities.
- Jennifer will email the current Board Member information sheet and ask new members to provide their information so the new list will be prepared for the September Board meeting.

Review and Approval of Minutes:

- There were no corrections to April minutes. Minutes were approved.

General Business:

- Members spent the meeting discussing the vision and direction of PBCCC as we move into the new fiscal year and have welcomed CAB into our membership.

AD HOC COMMITTEE:

- A first task is to have an Ad Hoc Committee ensure a smooth transition of the joining. Ad Hoc Committee members, Jack Holcomb, Seth Bernstein, and Eva Nowakowski will focus on ensuring that the joining is done in accordance with any legal considerations, will establish a historic account and record of CAB, will review CAB by-laws and make suggestions as to any ideas for PBCCC by-laws, and will ensure a smooth joining in accordance with the Board's initial recommendations.

BY LAW REVISIONS:

- A second task will be to revisit the current by-laws and explore possible revisions.
- The group agreed to keep the by-laws simple and as general as possible so as not to limit the activities of the Coalition.
- Several actions steps will work toward accomplishing a revision of the by-laws:
 - Board members in previous positions should review the roles and responsibilities of current by-laws to ensure accuracy and relevance
 - Current committee chairs should make recommendations as to their activities and relevance to the by-laws
 - Maggie, Jack, Eva, and Angela will coordinate to ensure that fiscal issues have been explored and make recommendations to by-law revisions and/or

Palm Beach County Coalition for Children
July 10, 2008
BOARD MEETING MINUTES

separate policies and protocols. In the meantime, the group voted to set as policy until by-law revisions are approved that 2 signatures will be required only if a check amount is greater than \$500.

- Board members are asked to submit revisions and suggestions to Jennifer S. the week of August 4-8.
- Jennifer S., Jennifer M., and Maggie will meet to review all the recommendations and come up with a working draft.
- The draft will be emailed to Board members for review with the intention to vote for approval at the Board meeting in September.

VISION AND DIRECTION:

- A third task included establishing direction as the membership moves forward.
- Jennifer asked Board members to share their vision for the coming year. Those identified included:
 - Growth
 - Diversity of membership
 - Credibility
 - A continued flow - pushing forward – keeping momentum
 - Collaboration with other entities in the community
 - Focus
 - All members will have something to do that they deem important
 - Better understanding of what we do
 - Engaging the membership
 - Increasing community awareness thereby becoming more visible
- The group then discussed the benefits and drawbacks to the existing structure of PBCCC including committees.
- The group agrees that a primary task is to engage all our members, work more collaboratively together, and identify the right members to perform tasks based upon their skills, interests, abilities, resources, and time availability.
- Questions arose such as what it would look like to work by task groups rather than committees and how we could make boundaries between committees more diffuse so that people could perform tasks across committees and not feel stuck.
- Members also discussed that Ad Hoc Committees seemed to work better than standing committees.
- It was agreed that in order to maintain momentum on tasks, there should be clear action plans including time frames, tasks, persons responsible, and follow up.
- The group agreed to initiate a brainstorming session at the next general meeting in lieu of committee break outs. Members will be asked to identify tasks they would like to see PBCCC tackle. Existing committee tasks would already be noted so as to maintain the valuable work that is already being done. Then each member will get 5 dots and they will place their dot next to the 5 tasks in which they are willing to participate.
- Results will be reviewed at the September Board meeting in order to provide direction for the next fiscal year. For tasks that show little interest, it was agreed that those activities could be tabled until the following year.

Palm Beach County Coalition for Children
July 10, 2008
BOARD MEETING MINUTES

- Board members will be responsible for the following items for the next general meeting:
 - Casey – stickers (30-5 = 150)
 - Maggie – easels
 - Eva – Paper
 - Jennifer S. – Markers and Raffle Tickets
 - Angela – will purchase 6 months worth of raffle prizes for future meetings

Annual Board Meeting Schedule:

- Friday September 5th from 1-3 at Children's Home Society
- Friday November 14th from 1-3 at Children's Home Society
- Friday February 13th from 1-3 at Children's Home Society
- Friday May 8th from 1-3 at Children's Home Society