

## **Executive Board Meeting Minutes January 18, 2017**

**Present:** Brian Caplinger, Alicia Towery, Chris Wilburn, Amy James, Jillian Bissell, Gabby Ayres, Kristen Bengtson, Jennifer Younce

**Opening:** Meeting opened 9:10

**Approval of Minutes:** Motion to approve minutes. (Motion: Amy, Second: Gabby) Minutes approved.

### **Announcements**

- Sustainability Day on Friday at noon, 11:30 for meeting with Brenda for Chris, Lindsey, Amy
- CADCA- lot of new faces attending (as well as one from Brian's church), 1 returning, several schools are represented
- Alicia and Jillian have attended several meetings- police chief meeting for training for Narcan; not well received because they were worried about liabilities, Jillian looking to help on different avenues so they would not be held responsible
- Comtrex received funding for Narcan
- Brian opened their children's center at their church

### **Financial Report**

#### **a. Grant Updates (DFC, Tobacco Mini Grant, JMCF)**

- Sheriff's office using grant for compliance checks
- Will hear in Feb if received grant for posters, etc
- Travel expenses for CADCA
- Memorial grant- running total is \$53,000
  - Writing letters to representatives, postage, etc will require funds
  - Name badges to change out so will look official but can be used again.

#### **b. Coalition Budget**

- Unobligated was incorrect last month

### **Coalition Report**

#### **a. Misc**

- Need training topic for next meeting- Maybe Liz for alcohol talk , will need to give her specifics so she can narrow her info- overview of her presentation so we can use her in the county- can use her for March 1<sup>st</sup> meeting
- Next meeting is Feb 1st
- Use sustainability as Feb 1<sup>st</sup> meeting topic since we need a plan and direction to put in front of the coalition. They may have contacts that can help.

#### **b. General Info/Events**

- Radio show is always an issue
  - prerecord 2 shows each ahead of time,
  - Jillian needs different topics if anyone has anything
  - Need to see if it is a viable use of our time
  - the targeted group for the station is an older clientele

- Talk about the issues at hand on the show, get people/students to share their stories
- Different topics to be beneficial to the older population listening to the station- resources, other agencies that align with us, medication safety, medication disposal, etc,
- Self-promotion of our coalition, end talk with our website/phone
- Need to possibly change the name of “Pride Now Radio”- see if they can come up with a different segment name
- If anyone wants to be one on the show, let Jillian know- it can be prerecorded

- Alicia- was contacted by Franklin county, having a Health Fair event at St. Clair HS on Feb 22 at 5:30pm- do we want a table? Bring up at the Coalition meeting to see if someone can attend. We will have a table and Jillian will attend if no one else.

- Alicia and Jillian attending coalition meetings, next one at Ruby Tuesday so wanting to see if Board approved for the expense. Everyone is in agreement to expense the lunch.

### **Staff Report**

- Linda is doing well!

### **Committee Reports**

#### **a. Personnel (Brian)**

- No report
- NSC training-Jillian sent out info, takes place on Feb 16<sup>th</sup> 9am to noon, old NCADA building
- Missouri Extension- free training for Board members, for non-profit organizations

#### **b. Membership (Amy)**

- No report

#### **c. Bylaws (Kristin)**

- No report

#### **d. Marketing (Gabby)**

#### **e. Sustainability (open) meeting on Friday January 20<sup>th</sup> from noon to 4pm.**

- Kristen printed off the CDC Healthy communities planning guide for sustainability, module of where we want to be “housed”;

- JeffCo has a large resource list but we are in there incorrectly; Membership fee of \$25 to be a part of it. Lists all of the AA, NA, Al-Anon meetings; Instead of recreating the wheel, just make sure the info is correct and direct to our website. High ranking individuals as part of their board- we should reach out to them

JCCP- has a “quick” 4 page resource guide, pharmacies/md offices could post;

- Need to target to sustain people, core infrastructure (different than sustaining programs- which can be done by grants)

#### **f. Nominating (Brian/Sara/Kristin/Jennifer)**

**Old Business**

## a. Name and Logo

- on hold for right now- just waiting to receive the new logo
- website on hold as well until new logo available

**New Business**

After logo available, Alicia could make all Board members a tshirt

**Next Meeting:** Wednesday February 15th, 9:00 am - 11:00 am at Windsor

**Adjournment:** Meeting adjourned at 10:30.