

Hanover Cares Board Meeting Minutes – January 22, 2018 – 4:00 – 5:00PM

7522 County Complex Rd., Hanover, VA 23069

Attendees:

Octavia Marsh, Executive Director
Cassie Cunningham, Baudean Law (President)
Heather Shaheen, New Song Church (Secretary)
Leon Musser, Hanover County Sherriff's Office (Law Enforcement)
Doug Goodman, Ashland Police Department (Law Enforcement)
Trip Chalkley, Commonwealth Attorney's Office
Sarah Birkhead, Virginia Department of Health
Maureen Earley, Community Development Specialist
Mel Fearnow-Kenney, Program Evaluator

Approve minutes from October 23, 2017 meeting

- Minutes amended to reflect change in spelling of "Sarah" Birkhead's name.
- Motion to approve – Doug Goodman, seconded by Maureen Earley.

Financial report - Treasurer – (Prepared by Octavia Marsh for Martha Lambert, Treasurer)

- Old (I-CARES) Union Bank Account Balance (Transferred to New Account): \$1,568.09
- Fundraiser Balance: \$655.35 (\$184.65 of \$840.00 spent)
- Drug-Free Communities (DFC) Grant:
 - As of January 22, 2018, \$147,274.13 (DFC funds downloaded since October 2016)
 - DFC Grant Budget October 1, 2017-September 30, 2018 - \$32,272.06 of \$125,000 total
- VA Alcoholic & Beverage Control (ABC) Education & Prevention Grant Balance: \$439.88
- VA Alcoholic & Beverage Control (ABC) Education & Prevention Youth Alcohol & Drug Abuse Prevention Project (YADAPP) Mini-Grant Balance: \$250.00
- Union Bank & Trust Account Balance, as of January 22, 2018: \$3,240.57 (\$1,569.09 Old Account, \$439.88 VA ABC Grant Funds, \$250 VA ABC YADAPP Mini Grant, \$655.35 Fundraiser Funds, \$327.25 DFC Funds)

Consent Agenda

- October 2018 – September 2019 DFC Grant Update: Updates will be made and sent out via email for a vote.

Updates

- Executive Director Report (see attachment)

Action Items

- FBI Director's Community Leadership Award: Hanover Cares was nominated for this award. If interested in attending the ceremony or have suggestions for attendees, contact Octavia Marsh by Friday, Jan. 26, 2018. Octavia Marsh will be attending to accept the award on behalf of Hanover Cares.
- Board Member Action Teams: Membership Recruitment & Funds Development: Donna Grile & Maureen Earley have been working on developing this team. 1 new person has been added and they are seeking more nominations. Lisa Beitz has resigned as Vice

President. Hanover Cares is seeking nominations for board members to fill the positions of Fundraising, Treasurer and Vice President.

- Spirit of Volunteerism Award: Requesting suggestions for a nominee for the award. Mary Ellen Colangelo's name was provided as a potential candidate.
- Data Dashboard: Examples of a Data Dashboard were presented by Dr. Mel Fearnow-Kenney. The Board was asked to provide feedback on what items were needed for a Data Dashboard. It was determined that several examples specific to Hanover Cares would be created to present at the next board meeting.

Upcoming Events

- Café Conversations: February 1, 2018, 6:30 – 8:00PM, Chickahominy M.S.
- Coalition Meetings: February 14, 2018, March 14, 2018, April 11, 2018, 4:30-6:00pm
- Next Board Meeting: Monday, April 23, 2018, 4:00 – 5:00pm

See Calendar of Events for All upcoming events/times/locations to-date

Closed Session

- Executive Director Evaluation: Motion to approve - Doug Goodman, seconded by Leon Musser.
- Executive Director Salary: Motion to approve 3% salary increase. Motion to approve – Doug Goodman, seconded by Trip Chalkley.

Adjourn - Motion to adjourn – Doug Goodman, seconded by Maureen Earley