

Hanover Cares Board Meeting Minutes – July 24, 2017– 4:00 – 5:00PM

7522 County Complex Rd., Hanover, VA

Attendees:

Cassie Cunningham, President, Hanover Cares
Heather Shaheen, New Song Church (Secretary)
Maureen Earley, Community Development Specialist
Leon Musser, Hanover County Sherriff's Office (Law Enforcement)
Lisa Beitz, Hanover CSB (Vice President)
Doug Goodman, Ashland Police Department (Law Enforcement) (by phone)
Trip Chalkley, Commonwealth Attorney's Office
Donna Grile, New Life Journey
Martha Lambert, Hanover CSB (Treasurer)
Dr. Michael Gill, Superintendent, Hanover County Public Schools

Approve minutes from April 24, 2017 meeting

- Motion to approve – Maureen Earley, seconded by Martha Lambert

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: \$711.05
- Drug-Free Communities (DFC) Grant:
 - As of July 21, 2017, \$61,875.53 (DFC funds downloaded)
 - DFC Grant Budget Remaining: \$63,124.47 of \$125,000 total
 - A majority is toward salary, followed by travel and meetings, business operations, and print media
 - Union Bank & Trust Account Balance, as of April 24, 2017: \$6,297.82 (\$2,279.14 non-DFC Funds)

Consent Agenda

- Bylaws – Motion to approve by Heather Shaheen, seconded by Michael Gill
- Financial and Personnel Policies – Motion to approve by Lisa Beitz, seconded by Maureen Earley
- Employee Handbook – Motion to approve by Heather Shaheen, seconded by Martha Lambert
- Board Insurance Recommendation of Client First's quote of \$500,000 liability – Motion to approve by Lisa Beitz, seconded by Maureen Earley
- New Board Member Recommendation: Sarah Birkhead – Motion to approve by Heather Shaheen, seconded by Michael Gill

Updates

- Executive Director Report (see attachment)
- 2017 Youth Survey – A front sided survey will be used with 6th, 8th, 10th and 12th grade HCPS students to complete. Parent permission forms will be sent home in the early fall.
- Juvenile New Licensed Driver Ceremonies – This has been a great way to reach teens/new drivers and their parents to share information and create awareness of Hanover Cares. Information bags are handed out to teens and their parents. Hanover Cares is in need of volunteers to attend the ceremonies and share the information.

- Community Coalitions of VA (CCoVA) updates & Delegate meetings – Cassie Cunningham will be attending the meeting on behalf of Hanover Cares at the July 25th meeting.
- Thank you to Deputy Scott Spradlin, Deputy Jeff Cooper, Maureen Earley and Octavia Marsh for chaperoning YADAPP 2017.
- Hanover Cares received the ABC grant.

Action Items

- Café Conversations Recommendations from Coalition Members – Speakers are needed for the Café Conversations meetings. The purpose of the meetings is to engage parents in discussions about substance abuse awareness and prevention and how to talk to their teens. The PTA is interested in partnering with Hanover Cares and both Principals at Stonewall Jackson M.S. and Chickahominy M.S. have expressed interest in hosting the meetings.
- Board Member Action Teams: Membership Recruitment & Funds Development – Donna Grile will be leading this newly formed team. If interested in helping or meeting with the team, contact Donna Grile or Cassie Cunningham.

Upcoming Events

- Coalition Meetings: August 9, 2017 @ 9:00am, September 13, 2017 @ 4:30pm
- Hidden in Plain Sight community event scheduled for Monday, October 16, 2017 at New Song Church
- Hanover Faith Festival scheduled for Saturday, October 21, 2017, 10:00am – 3:00pm
- Next Board Meeting: Monday, October 23, 2017 @ 4:00pm

Adjourn - Motion to adjourn: Heather Shaheen, seconded by Martha Lambert