

# Haralson Family Connection Coalition

## Executive Committee Meeting Minutes

October 10, 2013

**Attending: Steve Sampler, Anne Chaffin, Jim Winchester (staff)**

**There being no quorum, no votes or affirmations were taken.**

- 1) Call meeting to order by Steve Sampler
- 2) Call for review of minutes from last EC meeting- minutes will be reviewed at next week's collaborative meeting for approval.
- 3) Call for review of finance report- Finance report was discussed, no particular concerns voiced. Jim W. did indicate that the annual end of year balance is dropping and we should be careful what further special projects we may discuss funding from that balance.
- 4) Old Business
  - a) Home for office furniture- **(A)** Jim to contact No Longer Bound about furniture and CFWG, Headstart
  - b) Secretary position on EC still open- Continuing to seek out the "right" candidate for this job.
  - c) E-verify update- Sub contractor (HFCC) and sub-subcontractor (Jim W.) will need to procure an e-verify account to be in compliance with current immigration laws. **(A)** Jim W. will see that these accounts are generated and send the appropriate paperwork to GaFCP per their instructions by October 15.
  - d) Sewell grant- Jim W. spoke with Robin Worley who recommended that the HFCC request for funding be sent into the Sewell Foundation treasurer for this month's meeting.
    - (1) **(A)** Jim W. to facilitate this request.
- 5) New Business-
  - a) Board member confirmations
    - i) New members- Melindy Ely with Haralson County Community Health Dept.
    - ii) Reconfirmation of old members- Jim W. reports that he is about 65% finished obtaining confirmations on who wants to return.
      - (1) **(A)** Jim W. will finish this task and be ready for the board to reconfirm/appoint needed members for this coming year.
  - b) Election of officers in January- Jim W. reports that HFCC officers (the executive committee) elections are due to happen at the January collaborative meeting.

- i) (A) Jim will speak to each member of the EC, determine who wants to be on the ballot, and will ask collaborative for suggestions as well. He reminded the Executive Committee that the maximum number for the committee is nine, and currently we have six members of that committee.
  - c) Meeting dates- Jim W. reports that EC member Annette Johnson has a standing mandatory meeting at work on the second Wednesday of each month, which coincides with the date of EC meetings each quarter. Jim W. recommends that the EC change the meeting to the second Thursday of the month. shoot for second Thursday of the month. He will email all members of EC since no quorum today, to get a vote.  
Collaborative meeting agenda items
  - d) Teen Maze in Polk County- Jim W. reports that planning for the Teen Maze activity in Polk County is coming along very well. Rhonda Heuer, Family Connection coordinator in Polk, sent a note of thanks for our \$700.00 check of support for the event. Jim W reports that principals of both high schools are on board, and are now in the process of deciding what students they will be sending to the event. Jim also reports that he wants a contingent from Haralson county agencies to go together to observe the event.
- 6) Program presentation by Debra Schmell, Tallatoona CAP will be given at the collaborative meeting next week.
- 7) Other business- there being no further business the meeting was adjourned.

Next EC meeting is scheduled for Wed., January 8, 2014, unless the EC decides to change the regular meeting date. Next collaborative meeting is on Thursday, October 17, 2013.