

Haralson Family Connection Coalition

Executive Committee Meeting Minutes

Wednesday, July 11, 2012

Attendance: Anne Chaffin, John Lebowitz, Steve Sampler, Elizabeth Langley, Bill Anderson, and Jim Winchester

The meeting was called to order by Bill Anderson.

HFCC received a resignation letter as Chairman from Anne Chaffin. She will remain on the executive board.

M. John Lebowitz moved that the resignation letter be accepted.

S. Steve Sampler seconded the motion which was passed unanimously.

Per the bylaws, Bill Anderson, Vice Chair, will serve as acting-chairman until the January elections.

Minutes of the last executive committee meeting were read and approved.

M. John Lebowitz moved that the minutes be accepted as read.

S. Steve Sampler seconded the motion which passed unanimously.

Steve S. presented the treasurer's report and it was reviewed by the Committee.

M. Elizabeth Langley moved that the treasurer's report be accepted as read.

S. Anne Chaffin seconded the motion which passed unanimously.

Old Business

- State Contract: Jim hand delivered the state contract to GaFCP office in Atlanta. We will be receiving \$45,000 in funds instead of \$44,000 last year.
- 501c3 Status & 990 Filings: Jim and Steve are working to complete forms. HFCC is going to try to get reinstated as a 501c3 then HFCC will need to submit 990pf for the past 3 years. HFCC needs all of the financial records from Richard Meigs, past treasurer.

A. Bill Anderson will send a letter to Richard Meigs requesting all of the financial paperwork and Bill will follow-up with a phone and schedule a meeting with Richard.

A. Jim will draft the letter.

- Educating Board of Commissioners:

A. Jim will schedule a lunch meeting the newest Commissioner, Jamie Bennett.

New Business

- Back 2 School Event: Get Healthy with Tanner has joined the event.
- Mental Health First Aid class was a great success. There were 16 people who attended and Jim would like to schedule more classes.
- Board Liability Insurance: There was a budget surplus due to the lapse in our board liability insurance. Our current insurance company will not cover HFCC because we lost our 501c3 status. Jim is working to find a company that will cover us. John Lebowitz submitted a verbal resignation effective after the Executive Committee meeting stating that he was not comfortable serving on the EC without liability insurance. He will send Jim a formal letter and he wants to remain on the collaboration board.

- FY13 Budget:
 - A. Jim submitted a budget proposal for FY '13. Only consideration that may change the proposal is coordinator's salary. Proposal will be presented to board at next collaborative meeting
 - A. Jim needs to update overage on the budget.
 - A. The executive committee recommended brainstorming ideas with the collaboration board on how to use the remaining Carroll EMC grant.

Jim made a first request to help use the funds to partner with LAMP to provide gas cards to people who are taking GED classes. John made a secondary request to print Safety/Family Plan shoe cards.

- Executive Committee:
 - A. Jim needs to check on the attendance policy for Executive Committee members.
 - A. Jim will need to address this at our next collaborative meeting.

- Coordinator's Contract:
 - M. Steve Sampler made a motion that we renew Jim's contract.
 - S. John Lebowitz seconded the motion which passed unanimously.

 - M. Anne Chaffin made a motion that Jim receive a \$1,000 raise and the chairman needs to receive the Director's Report monthly.
 - S. Steve Sampler seconded the motion which passed unanimously.

 - A. Jim will change the numbers only in the contract and he will send the updated contract to Bill for review and signature.

 - M. Steve Sampler made a motion that the meeting be adjourned.
 - S. Anne Chaffin seconded the motion which passed unanimously.

The next Executive Committee is scheduled for Wednesday, October, 10, 2012.
The next full board meeting is scheduled for Thursday, July 19, 2012.