

## **We Care for Kids Council**

### Meeting Minutes

09-14-2020

Meeting held in person under the pavilion at D. Hale Brake Memorial Park

**Members Present:** Ashley Kliewer, Mary Ellen Clery, Penny Dora, Robin Atwood, Katie Olson, Beth Brundage, Cheryl Thelen, Sue Kearney, Abbey Blondin, Mindy Train.

**Welcome and Introductions:** The meeting was called to order at 12:14pm.

#### **Old Business**

**Approval of August Meeting Minutes:** The meeting minutes from August 2020 were reviewed. A motion was made by Penny Dora to accept the minutes as presented. The motion was seconded by Cheryl Thelen. The August 2020 Meeting Minutes were approved.

**Family Fun Day:** Penny led a workgroup to execute the plan for dispersing resources in our communities. The Family Fun Day funding comes from a grant from the Central Montcalm Community Foundation and needed to be spent by 09-30-2020. Agencies who responded to the request for wish list items include DHHS, Alpha Family Services, Great Start, The Vestaburg Baby Pantry, Early On, and Early Head Start. Each Agency's wish list was fulfilled. They were also provided with McDonald's Happy Meal cards, and 25 Talking Is Teaching program bags filled with trinkets and resources. Penny will send pictures of our items to Emily at CTF.

#### **New Business**

**Financial Report:** A Financial Reports for August 2020 was presented. We received our monthly CTF payment and had made payments for Mary Ellen's salary, Protect Yourself coloring books and Protect Yourself bracelets. Our balance at the end of August 2020 was approximately \$11,000.00.

**Executive Director Announcement and Transition Plan:** Today is Mary Ellen's final We Care For Kids Meeting. Sue has been working with Mary Ellen for a few weeks to learn the ins and outs of the board, curriculum, funding, etc. Sue has talked to Emily from CTF several times.

**Stewards of Children:** Ashley has connected with Stewards of Children Trained Facilitator, Lori Kirkhoff. She is going to provide two virtual trainings for us (more if we need it). One will be held on 09-30-2020 from 1:00pm to 3:30pm. Penny Dora is collecting RSVPs and then Lori will send an email reminder about the training to the registered participants with the training link. Our second training will be offered in the spring and we would like it to be in the evening hours to try and capture a different audience. To comply with the grant we received from United Way, we will also need to hold two sessions in the 2020-2021 fiscal year.

**Committee Vacancies:** *AGENDA ITEM TABELD UNTIL OCTOBER 2020 MEETING.*

The We Care For Kids Council has four committees.

Executive Committee: Mary Ellen Clery/Sue Kearney (Executive Director), Robin Atwood (Chairperson), Ashley Kliewer (Vice Chairperson), Penny Dora (Treasurer), Cheryl Thelen (Appointed Member)

Membership: Mary Ellen Clery/Sue Kearney (Chair), 2 vacancies

Education: Mary Ellen Clery/Sue Kearney (Executive Director), 1 appointed chairperson vacancy, 2 vacancies

Legislative: Cheryl Thelen (Chair), 2 vacancies

Below you will find information/descriptions about what each committee is responsible for. We will discuss filling our vacancies at the next meeting.

Executive Committee: This committee is responsible for the oversight of executive functions, finance, and fundraising. The Executive Committee is composed of four (4) voting members: Chairperson, Vice-Chairperson, Treasurer, and one appointed member from the Board of Directors. The Executive Director will serve on this committee in an advisory role and ex-officio capacity. This committee will be chaired by the WCFK Council Board Chairperson.

The duty and responsibility of this committee is to guide the purpose and policy of the organization and serve in a supervisory capacity over the Executive Director. This committee is responsible for the review of budget and financial statements as presented by the Treasurer and to direct and oversee all fundraising activities of the WCFK Council.

Membership Committee: This committee is Chaired by the Executive Director and will consist of at least two board members. This committee is responsible for maintaining a proper balance of membership as indicated in the bylaws. In addition, this committee is responsible to identify or provide training, projects, activities, or other opportunities for the purpose of membership development and retention. On an annual basis, this committee shall present a slate of officers at the August meeting for voting approval in September.

Education Committee: This committee shall consist of an appointed Chairperson, the Executive Director, and at least two other board members. This committee is responsible for the recommendation and review of professional development opportunities, training programs, and community events which provide awareness and education related to the prevention of child abuse and neglect. In this scope, this committee will also consider partnerships with agencies and organizations to increase the awareness of, and the access to, services and resources available in Montcalm County that support the well-being of children and families.

Legislative Committee: This committee shall consist of the chairperson and two other board members. They are responsible to represent the WCFK Council at local and state legislative functions and speak on its behalf. They serve as a legislative liaison to the WCFK Council and provide review of legislative proposals being considered at the local, state, and federal levels related to the mission and activities of the WCFK Council and the prevention of child abuse and neglect.

Faith Brophy does not work for Great Start anymore, so her spot on the council will need to be filled. Cheryl Thelen has retired from the Health Department, so her spot on the council will need to be filled.

#### **Miscellaneous**

Robin received emails from Alex D. at the Auditor General's office stating he was doing an audit on CTF. Many of his questions were related to EGrams. She answered the questions the best she could and then referred Alex D. to Emily at CTF for further communications. She has not heard from him since.

There is an online auction for CTF. The auction items open for viewing today (09-14-2020) and bidding starts 09-16-2020. There are some very big ticket items up for grabs.

#### **Executive Director Report**

**Protect Yourself Programming:** Sue has emailed all Elementary Principals and St. Charles to initiate/schedule Protect Yourself programming for this school year. Lakeview, Tri County, Montabella have responded with YES! Greenville responded asking for scheduling during the second semester. There is a Principal's Meeting tomorrow and Penny will remind them of the purpose of the curriculum and to respond to Sue's email.

What do current numbers in our county look like? Ashley will pull some DHHS data and share it with the board.

**United Way Grant:** Reporting is due at the end of October 2020.

**Central Montcalm Community Foundation:** Sue sits on the CMCF Board, so she cannot sign the grant application from WCFK to CMCF. Penny's name will be on the application instead. We will apply for \$2500.00 for next fiscal year.

**CTF Grant Report:** Mary Ellen has submitted the 2020-2021 CTF Grant Application. Sue will be responsible for any corrections and to resubmit it

**Committee Reports:** See “Committee Vacancies” section above for details.

**Executive:** No news.

**Membership:** No news.

**Education:** No news.

**Legislation:** There is a Legislative Luncheon on Monday 09-21-2020 via Zoom. If interested, email Mindy for the meeting link.

**Next Meeting:** Our next meeting will be held in person (weather permitting and location TBA) on 10-05-2020 beginning at noon. If weather is bad, we will meet via Zoom and Penny will send the meeting link.

#### **Around the Table – What is Happening?**

Early On is still accepting referrals.

RAVE has been meeting clients for counseling services both in person and virtually. To be referred for children’s or adult counseling, you can call 800-720-7233 or email Abbey at [abbeyb@raveim.org](mailto:abbeyb@raveim.org).

The Health Department lobby is still closed. They are providing WIC, family planning and immunization services by appointment only.

Montcalm Care Network has been offering many programs virtually. There is a Trauma Informed Parenting class starting 09-17-2020 from 5:00pm to 7:00pm that will be held virtually. Class is 7 weeks long. To register, call the main office.

Meeting adjourned at 1:25pm.

**Next Meeting: 10-05-2020**

Meeting Minutes compiled by Ashley Kliewer.