



**Huron County Child Abuse/Neglect Council  
Executive Committee Meeting Minutes  
10.27.2016**

Board Members Present	Board Members Absent
Kelli Braun - coordinator Elizabeth Herd - president Clark Elftman – vice president Erinn Mausolf – secretary Heather Drabek – treasurer Rev. Mike Beeler Daryl Ford Karissa Schrader Dana Smith Holly Wasierski Mike Viers Rachel Voss	Chelsea Corbishley Shelly Grifka Matt Lewis Tim Rutkowski Trish VanNorman
<b>General Members Present</b>	
Greg Foy	

Call to Order: The meeting was called to order at 12:03 pm.

Last Meeting Minutes:

- July Board Meeting Minutes – **Motion to approve the July Board meeting minutes made by Rachel Voss, supported by Karissa Schraeder. Motion passed.**
- September Annual Meeting Minutes – **Motion to approve the September Annual Meeting Minutes made by Clark Elftman, supported by Holly Wasierski. Motion passed.**

Coordinator’s Report – submitted by Coordinator, Kelli Braun

- Prevention Committee:
  - Mandated Reporter Trainings – scheduled trainings and making packets
    - November 15<sup>th</sup> at EHS for ~30 people
    - December 13<sup>th</sup> at USA
    - Families Together Building Solutions – date TBD
  - Safe Sleep –sleep sacs from HALO are on their way
  - Supported Programs – sent letters to Family Enrichment and the Baby Pantry
- Publicity Committee/Fundraising Committee:
  - Website – working with smallTOWNtech to change the format and look; will make it more functional for users, be easier to update and add photos, and will allow the opportunity to post to social media from the web
  - Pizza Hut Tip Night – will deliver the items to Pizza Hut (aprons, table tents, etc.); reminder to “share” the event on Facebook
  - Roof Sit – scheduled the first meeting, planning, sending letter to potential teams
- Other Items:
  - Egrams reporting was completed (due October 20<sup>th</sup>)
  - Donations were received, and thank you’s sent:
    - \$17 from Ned’s Pretzels

- \$50 from HCHD employees for Casual for a Cause
- additional checks came in today's mail that Kelli will send thank you's for
- contacted by Karen Brown Murphy from Harbor Beach; she is selling her 2017 calendars and would like to donate a portion of the proceeds to the CA/N Council
- The Annual Meeting had 27 attendees. Invoices for lunches were sent. Invoices for unpaid dues will be sent. A thank you was sent to BACA members, Neach and Mayor.

Treasurer's Report: submitted by Treasurer, Heather Drabek

- 2015-2016 Budget

- Heather discussed the budget for the 2015-2016 year.

- **Balance as of 10.1.2015** **\$20,319.11**

	Income	Expenses	Net Total
<b>2015 - 2016</b>	\$32,556.86	\$34,156.97	- \$1,600.11

- **Balance as of 9.30.2016** **\$18,719.00**

- The 2016 budget was short because the annual Key North event was cancelled, and the Roof Sit brought in less money than usual.

- 2017 Budget

- Heather presented the 2017 budget.
- Discussion focused on new fundraising ideas and opportunities. Ideas included a dinner at the Pasta House and promoting the opportunity to donate to the CA/N Council for casual days at offices.
- Budget Changes

	2015-2016	2016-2017
Publicity Committee	\$750	\$500
Membership Committee	\$500	\$250
CWA	\$1,000	\$500
TAT	\$2,500	\$600

- **Motion to approve the Treasurer's Report and 2017 Budget made by Clark Elftman, supported by Rachel Voss. Motion passed.**

Committees

*Fundraising Report* – submitted by Kelli Braun on behalf of Chair, Shelly Grifka

- Pizza Hut Tip Night – November 7<sup>th</sup> from 5-8 pm; sign-up sheet was passed around; contact Kelli if you are interested in volunteering
- Roof Sit – February 3<sup>rd</sup>, 2017 from 8 am – 5 pm; working on planning this event

*Membership Committee Report* – submitted by Chair, Erinn Mausolf

- No new information to report.

*Prevention Committee Report* – submitted by Chair, Karissa Schrader

- Family Enrichment – The committee received an application for the supported program, Family Enrichment, from Elrae Herp. The program has been supported for the past several years. Elrae is requesting \$2,600 for the year to provide the Love & Logic class and the Parent Talk Training in Bad Axe and North Huron. The funds that weren't used from last year were returned. Elrae is anticipating ~25 kids and ~35 adults that would benefit from the programs. The Prevention Committee recommended the approval of the application to the Board. **Motion to approve the application for Family Enrichment as a supported program in the amount of \$2,500 made by Karissa Schraeder, supported by Elizabeth Herd. Motion passed.**

*Publicity Committee Report* – submitted by Chair, Rachel Voss

- Project Connect – The CA/N Council will have a table at this event.
- Tip Night – This event was promoted in the Huron County View, Minden City Herald, Facebook, and a flyer to WLEW.

Old Business:

- Financials
  - Bank Account
    - Discussion took place regarding the desire to switch from Talmer Bank to Thumb National Bank for the Council’s financial account. Heather works at Thumb National Bank, and it would be easier for her to manage the account if it was there. Questions were asked and answered.
    - **Motion to approve the switch of the CA/N Council’s bank account from Talmer Bank to Thumb National Bank made by Heather Drabek, supported by Dana Smith. Motion passed.**
  - Credit Card
    - Elizabeth believes there is a need for the CA/N Council to have a credit card to order supplies and various materials. Discussion followed regarding who would have the authority to use the credit card, a spending limit, etc.
    - Heather will look into the possibility and report back at the next meeting.

New Business:

- Committees
  - Kelli distributed a new committee list. See below.

<b>Fundraising</b>	<b>Prevention</b>
<i>Shelly Grifka – chair</i> Mike Beeler Heather Drabek Elizabeth Herd Mike Viers	<i>Karissa Schraeder – chair</i> Daryl Ford Elizabeth Herd Trish VanNorman Holly Wasierski
<b>Membership</b>	<b>Publicity</b>
<i>Erinn Mausolf – chair</i> Chelsea Corbishley Elizabeth Herd Dana Smith	<i>Rachel Voss – chair</i> Clark Elftman Elizabeth Herd Matt Lewis Tim Rutkowski

- Child Advocacy Center
  - *Location:* The CAC Committee found a space! The Huron County Medical Care Facility will be the new home to the CAC of Huron County. The HCMCF has an office that will be utilized as an office/interview room, a Board Room where the multidisciplinary team will meet, and a secured exit door. The space does not have an exam room, but Huron Medical Center is right next door.
  - *Needs:* The CAC still needs: budget, start-up funds, etc. The Huron County Community Foundation has people that are willing to cover the costs once a more detailed plan is developed. A quote for \$1,500 was received for the A/V equipment.

- *SANE Nurse*: There is not a certified SANE nurse in Huron County. There aren't enough cases for that person to stay certified. The committee reports that as long as a nurse performs the exam, and the notes are reviewed by a SANE nurse, then the information will still hold up in court.
- Discussion followed regarding the SANE nurse, process that Huron County hospitals are using when performing exams and who is notified, and next steps.
- *Next Meeting*: November 10<sup>th</sup> at the HCMCF. The accreditation person will be coming to discuss that process.

Adjournment: The meeting was adjourned at 12:47 pm.