

**BREVARD C.A.R.E.S BOARD OF DIRECTORS  
BOARD MEETING MINUTES  
September 17, 2014**

**Board Members in Attendance:** Ms. Cynthia Bailey, Board Chair; Ms. Cyndi Hernandez, Vice Chair; Mr. Ralph Martinez, Treasurer; Ms. Carol Macrander, Board Member; Ms. Crystal Turman, Board Member

**Board Members Absence:** Dr. Robert Cross, Board Member; Dr. Barry Kronman, Board Member; Deputy Michael Williams, Board Member

**Others in Attendance:** Dr. Patricia Nellius, Brevard Family Partnership Chief Executive Officer; Ms. Valerie Holmes, Brevard Family Partnership Senior Executive Programs; Ms. Osha Goodwin, Brevard C.A.R.E.S. Executive Assistant; Ms. Jessica Simmons, Brevard Family Partnership Finance Director; Susan Rushin, Brevard C.A.R.E.S. Family Support Supervisor

Ms. Bailey welcomed everyone to the meeting and asked if any Board Member's request to disclose any Conflict of Interest with Agenda items and/or any business relationships with Board Members.

**Motion:** Ms. Macrander moved to approve the agenda. This was seconded by Ms. Hernandez and the motion was passed unanimously.

**Motion:** Ms. Hernandez moved to approve the minutes from the August 13 meeting. This was seconded by Ms. Macrander and the motion was passed unanimously.

New Business

Ms. Holmes announced that potential Board member Ms. Margaret Dickinson completed her Level 2 Background Screening on September 3. Once her clearance letter is received she'll schedule an orientation and invite her to the next Board meeting.

Ms. Holmes introduced and welcomed Ms. Susan Rushin, Brevard C.A.R.E.S. Family Support Supervisor.

Ms. Rushin gave a brief bio and explained her history and position with Brevard C.A.R.E.S.

Ms. Rushin left the meeting.

Ms. Simmons reviewed Brevard C.A.R.E.S. end of year financial statement for FY 2013-2014.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes reported that Brevard C.A.R.E.S. application for the Emergency Solutions Grant was approved. Brevard C.A.R.E.S. has been awarded \$76,599 and the target date to begin grant administration was set for October 01 but has tentatively been pushed back to November 1. Ms. Holmes informed the Board that C.A.R.E.S. received a generous donation from Regions Bank in the amount of \$3,300 to allow at risk children to purchase shoes from Payless Shoe Store and Shoe Carnival. Ms. Holmes

announced that Ms. Kimah Burrell has been offered and accepted the position of Brevard C.A.R.E.S. Executive Director and will begin her employment on October 06, 2014.

Ms. Holmes presented the Board with a Child Trends update.

Ms. Holmes presented the Monthly Board Data for July 2014.

Ms. Simmons presented C.A.R.E.S. financial statements for May 2014.

#### Old Business

Ms. Hernandez gave a Public Relations Task Force Subcommittee update.

#### Speak Out / Public Comment

**Motion:** Ms. Macrander moved to adjourn the meeting. This was seconded by Ms. Hernandez and the motion was passed unanimously.

Respectfully Submitted,  
OSHA Goodwin  
Brevard C.A.R.E.S. Executive Assistant