

**BREVARD C.A.R.E.S
BOARD OF DIRECTORS
January 04, 2012 BOARD MEETING
MINUTES**

Board Members in Attendance: Ms. Debbie Davidson Cook, Treasurer; Dr. Robert Cross, Vice Chair; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, Board Member

Board Members Absent: Dr. Patricia Nellius, Board Chair; Mr. Ken Buccelli, Board Member

Others in Attendance: Ms. Valerie Holmes, Brevard C.A.R.E.S. Executive Director; Ms. Osha Goodwin, Brevard C.A.R.E.S. Administrative Assistant; Ms. Gloria Hensler, Brevard Family Partnership, Finance Director

Dr. Cross called the meeting to order.

Motion: Ms. Macrander moved to approve the minutes from the November 04, 2011 Board meeting. This was seconded by Ms. Hernandez and the motion was passed unanimously.

New Business:

Dr. Cross introduced and welcomed new board member Cyndi Hernandez.

Ms. Holmes gave an update on the Public Relations Task Force Meeting. Ms. Holmes reported that she will be preparing a draft of the CARES Annual Giving Campaign to present at the next PR Task Force meeting which is scheduled for February 13. Mr. Ropert will bring sample flyers and brochures of ways to market the campaign with the goal of launching the campaign in 2013. Some of the expectations for the next meeting are to finalize the Kayaking for Kids Event which is scheduled for May 2012, establish a timeline of what needs to be accomplished, deliverables, specific events, personal commitment of the board members, and establish a format presentation to use when presenting CARES. The PR Task Force will also be looking at ways to create more community awareness and identify more donors.

The board members reviewed and discussed the Board Governance Policy.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes reported that the Winter Wonderland event that was held in December at the Family Resource Center was a huge success. Approximately one hundred children and families attended the event. This event allowed families to pick up their Holiday gifts for their children while

enjoying food, games, pictures with Santa and arts and crafts. Kudos were given to staff for making this event such a great venue.

Ms. Holmes announced that she would like to invite Dr. Batista, CARES Volunteer Director of Health, to an upcoming board meeting to introduce her to the board and allow her the opportunity to share some projects and grants she's working on.

Ms. Holmes presented the Monthly Board Data for October and November 2011.

Ms. Holmes announced two additional positions have been added to CARES to serve as Resource Coordinators and will be co located with DCF Protective Investigation units. These positions will serve families in the community linkages and bypass case tracks, thereby reducing the number of cases requiring assignment to staff. This should decrease caseloads for Care Coordinators as the agency target is 25-27 and the current average is 35.

Ms. Hensler presented the financial statements for the month of November 2011.

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. Administrative Assistant