

**BREVARD C.A.R.E.S BOARD OF DIRECTORS
BOARD MEETING MINUTES
May 01, 2013**

Board Members in Attendance: Dr. Robert Cross, Vice Chair; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, Board Member; Ms. Debbie Davidson-Cook, Treasurer; Mr. Ms. Julia Irvin, 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, Ms. Leigh Holt

Board Members Absent: Dr. Patricia Nellius, Board Chair; Ralph Martinez, Board Member; Dr. Barry Kronman, Board Member;

Dr. Cross called the meeting to order and asked if any Board Member's requested to disclose any Conflict of Interest with Agenda items and/or any business relationships with Board Members. There were not any disclosures made.

Motion: Ms. Macrander moved to approve the minutes from the April 03, 2013 meeting. This was seconded by Ms. Irvin and the motion was passed unanimously.

New Business

Ms. Holmes introduced and welcomed guest speaker Ms. Holt. Ms. Holt reviewed the Brevard C.A.R.E.S. draft Strategic Plan.

Ms. Holmes reviewed Brevard C.A.R.E.S. 2012 Annual Report.

Board members reviewed Governance Policy Governance Model policy number GOV BC 1002.

Motion: Ms. Hernandez moved to approve Governance Policy Governance Model policy number GOV BC 1002. This was seconded by Ms. Davidson-Cook and the motion was passed unanimously.

Board members reviewed Governance Policy Board Recruitment policy number GOV BC 1003.

Motion: Ms. Macrander moved to approve Governance Policy Board Recruitment policy number GOV BC 1003. This was seconded by Ms. Irvin and the motion was passed unanimously.

Board Members reviewed Governance Policy Executive Director Appraisal Process policy number GOV BC 1004.

Motion: Ms. Hernandez moved to approve Governance Policy Executive Director Appraisal Process policy number GOV BC 1004. This was seconded by Ms. Macrander and the motion was passed unanimously.

Board Members reviewed Governance Policy Executive Sessions policy number GOV BC 1005.

Motion: Ms. Macrander moved to approve Governance Policy Executive Sessions policy number GOV BC 1005. This was seconded by Ms. Hernandez and the motion was passed unanimously.

Board Members reviewed Governance Policy Human Subject Research policy number GOV BC 1006.

Motion: Ms. Irvin moved to approve Governance Policy Human Subject Research policy number GOV BC 1006. This was seconded by Ms. Macrander and the motion was passed unanimously.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes announced that C.A.R.E.S. won three awards at the Child Abuse Prevention Breakfast, the Head Start team won Social Services Group or Team award; Ms. Amy Coggins, Head Start Lead Care Coordinator won Social Services Individual award; and Ms. Carol Roberts, Brevard C.A.R.E.S. Volunteer Licensed Mental Health Counselor won the Social Services Volunteer award!

Ms. Holmes informed the board that C.A.R.E.S. in partnership with the National Center for Innovation and Excellence, has entered into an agreement with Substance Abuse and Mental Health Office (SAMH) in Tallahassee to provide Wraparound Training for the Children's Mental Health Systems of Care Grant.

Ms. Holmes presented the Monthly Board Data for March 2013.

Ms. Hensler presented C.A.R.E.S. financial statements for March 2013.

Ms. Hensler presented Head Start financial statements for March 2013.

Old Business

Ms. Hernandez gave a Public Relations (PR) Task Force update. Ms. Hernandez announced that the first annual Kayaking for Kids event was a success. There were approximately 100 attendees including kayakers and volunteers. Ms. Hernandez reported that the Dine Out event at Uno Chicago Grill was also a success generating some green money. Ms. Hernandez informed the board that the PR Subcommittee will convene on May 13 for a debriefing of April's activities.

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

Respectfully Submitted,
Osha Goodwin
Brevard C.A.R.E.S. Administrative Assistant