

**BREVARD C.A.R.E.S
BOARD OF DIRECTORS
May 10, 2012 BOARD MEETING
MINUTES**

Board Members in Attendance: Dr. Patricia Nellius, Board Chair; Dr. Robert Cross, Vice Chair; Ms. Debbie Davidson Cook, Treasurer; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, 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. Nellius called the meeting to order.

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

Motion: Dr. Cross moved to approve the minutes from the April 04, 2012 Board meeting. This was seconded by Ms. Hernandez and the motion was passed unanimously.

New Business:

Ms. Holmes spoke about a potential board candidate Dr. Barry Kronman. Dr. Kronman is a former Mayor that has over forty years experience in Business, Medicine and Healthcare Management. He's been involved in several non-profit initiatives and has experience in fundraising and grant writing. Dr. Kronman's Level 2 background screening has been cleared.

The board discussed the possibility of Dr. Kronman joining the Brevard C.A.R.E.S Board of Directors as a Board Member.

Motion: Dr. Cross moved to invite Dr. Barry Kronman to join Brevard C.A.R.E.S. Board of Directors as a Board Member. This was seconded by Ms. Macrander and the motion was passed unanimously.

Ms. Holmes will extend the invitation to letter to Dr. Kronman to join Brevard C.A.R.E.S Board of Directors, schedule an orientation and welcome him to the next Board Meeting.

Ms. Holmes spoke about another potential board candidate Mr. Ralph Martinez. Mr. Martinez is a former C.A.R.E.S. consumer that successfully graduated from the C.A.R.E.S. program in 2006. Mr. Martinez has stayed in constant contact with Mr. Tracy Little our Wraparound Fidelity Coordinator. Mr. Martinez is very passionate about the C.A.R.E.S. program and is interested in doing public speaking to share his success story with others. His wife is a Brevard County Sherriff Officer that is currently stationed at the Court House. Due to Mr. Martinez work schedule if he joins the board the

meetings time would have to change to 4:30 pm. Mr. Martinez Level 2 background screening has been cleared.

The board discussed the possibility of Mr. Martinez joining the Brevard C.A.R.E.S Board of Directors as a Board Member and changing the meeting time to 4:30 pm.

Motion: Ms. Hernandez moved to invite Mr. Ralph Martinez to join Brevard C.A.R.E.S. Board of Directors contingent that Dr. Barry Kronman is able to attend the C.A.R.E.S. Board Meetings at 4:30pm. This was seconded by Ms. Macrander and the motion was passed unanimously.

Ms. Holmes will extend the invitation letter to Dr. Kronman to join Brevard C.A.R.E.S Board of Directors, schedule an orientation and welcome him to the next Board Meeting contingent that Dr. Barry Kronman is able to attend the C.A.R.E.S. Board Meetings at 4:30pm.

Ms. Gloria Hensler joined the meeting.

Ms. Holmes announced that Brevard Public Schools was awarded the Head Start and Early Head Start Grant. Ms. Holmes asked the board for approval to present a contract to Brevard Public Schools that allows them to use the C.A.R.E.S. model. If the board approves the contract, Ms. Holmes will present the contract to Brevard Public School Board of Directors on May 22, 2012 for their approval. The contract is a five year contract that allows for five new positions that will solely serve the Head Start Families. Ms. Holmes presented the board members with a draft copy of the contract for their review.

Motion: Dr. Cross moved to allow Ms. Holmes to present the contract to Brevard Public School Board of Directors for their approval. This was seconded by Ms. Macrander and the motion was passed unanimously.

Consent Agenda

Ms. Holmes presented the Executive Director Report for May 2012. Ms. Holmes reported that C.A.R.E.S. first Bucket of Giving event resulted in the agency collecting \$101.00 in donations, allowed staff to interface with approximately 90 people and recruited two volunteers. C.A.R.E.S. also received a donation from Brevard County Clerk of Courts Office in the amount of \$157.00. Child Trends completed a site visit on April 18th and trained staff on the verbal and written informed consent process and Human Subject Research policy. The application for C.A.R.E.S. to begin the Council on Accreditation (COA) Process was submitted on April 13. Ms. Holmes announced that she is in the pre-application process for C.A.R.E.S. to receive a Community Impact Funding Grant from United Way agency.

Ms. Holmes presented the Monthly Board Data for February and March 2012.

Ms. Hensler presented the financial statements for March 2012.

Old Business

Dr. Cross gave a Public Relation (PR) Task Force update. Dr. Cross reported that he step down as the Public Relations Task Force Chair and Ms. Hernandez is now the new Chair. Dr. Cross stated that he would like for the Task Force to create a mission statement that explains the purpose and vision of the Task Force. Ms. Macrander added that she would also like for the Task Force to develop goals and objectives.

The board members reviewed the Board Governance Recruitment Policy.

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

Respectfully Submitted,

Osha Goodwin
Brevard C.A.R.E.S. Administrative Assistant