

DRAFT

HEARTS & LIVES
EXECUTIVE BOARD MEETING MINUTES

September 19, 2012

Present: Barry Robinson, Sue Walker, Cynthia Carley, Bill Stanley, Tom Bachman, Mack Braden, David Stuart, Julie Burnette

Absent: Pat Davis

Barry Robinson called the meeting to order at 9:00 a.m.

Cynthia Carley made a Motion to accept the Minutes from the May 22, 2012 and August 2, 2012 meetings, which was seconded by Sue Walker and unanimously approved.

Director's Report

Dave Stuart reviewed the Executive Director's Report, including:

- The new website is in progress and upon completion the Board of Directors Minutes and the RCRN Minutes will be on a zip;
- Plans to open a satellite office in the Running Springs Rural Clinic are still on track – Dave Stuart and Julie Burnette are scheduled to visit the site on September 20th at 11:00 a.m.;
- We'll have a booth at the Pine Cone Festival on October 13th and the Fall Festival in Running Springs

Julie Burnette presented the Director of Case Management report for the Board's review, summarized as follows:

- The case workers have completed the ASQ training through First 5 and the Case Management training presented by Strategies. Upcoming trainings include "Family Strengthening Case Management" and the Children's Network Conference;
- Following a review and discussion regarding the new brochure, it was decided that Julie would present a final draft in two weeks for approval at the next board meeting;
- Funding received includes Kaiser Foundation, Strategies, Mountain Sunrise Rotary and San Manuel Band of Mission Indians.

Dave Stuart presented the financial reports, which were accepted unanimously.

Old Business

Barry Robinson, Sue Walker, Cynthia Carley and Dave Stuart will meet to discuss the changes to the By-Laws.

Current Board of Directors terms:

Barry Robinson	President	June 2011 – 2 yr term	due June 2013
Tom Bachman	Vice President	June 2011 – 4 yr term	due June 2015
Cynthia Carley	Secretary	June 2011 – 4 yr term	due June 2015
Mack Braden	Director	June 2009 - ?	
Bill Stanley	Director	June 2011 - ?	
Pat Davis	Director	member as of February 2012	
Sue Walker	Director	member as of April, confirmed September, 2012	

New Items

- Tom Bachman motioned to accept Sue Walker as a Director and the motion was unanimously accepted;
- Barry Robinson recommended holding a Board retreat after the By-Laws are completed. He suggested a half day on a Friday and Julie will talk to Miki Carpenter regarding possible dates available for the Board to choose from. The retreat can be held in the Boardroom at the Lake Arrowhead Country Club;
- Julie Burnette advised that she is unable to attend Supervisor Rutherford's Fundraising Academy on September 27th, because she is presenting at the Children's Network Conference, and needs someone to attend in her place. Those present stated that their schedules didn't allow their attendance and that Sue Walker would be approached.

It was decided that the next Board meeting would be held on October 31st.

Cynthia Carley moved to adjourn the meeting at 10:58 a.m.