

**BREVARD C.A.R.E.S
BOARD OF DIRECTORS
August 01, 2012 BOARD MEETING
MINUTES**

Board Members in Attendance: Dr. Patricia Nellius, Board Chair; Dr. Robert Cross (via telephone), Vice Chair; Ms. Carol Macrander, Board Member; Ms. Cyndi Hernandez, Board Member; Mr. Ralph Martinez, Board Member; Dr. Barry Kronman, Board Member

Board Members in Absence: Ms. Debbie Davidson Cook, Treasurer

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. Andrew Schneider Munoz

Dr. Nellius called the meeting to order.

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

Motion: Ms. Macrander moved to approve the minutes from the June 06, 2012 Board meeting. This was seconded by Ms. Hernandez and the motion was passed unanimously.

New Business

Dr. Nellius welcomed and introduced Dr. Andrew Schneider Munoz.

Dr. Munoz gave a brief bio of his background and history with Brevard Family Partnership and Brevard C.A.R.E.S.

Ms. Hensler presented Brevard C.A.R.E.S. Budget for Fiscal Year 2013.

Motion: Dr. Kronman moved to approve Brevard C.A.R.E.S. Budget for fiscal year 2012/2013. This was seconded by Ms. Hernandez and the motion was passed unanimously.

Dr. Nellius explained the Executive Director Performance Appraisal process and asked that the completed appraisal is submitted to Valerie Randall, Brevard Family Partnerships Chief Personnel & Administrative Officer by August 26, 2012.

Ms. Holmes announced that the Annual Board Retreat and Meeting is scheduled for Wednesday November 07, 2012 and asked if anyone had any suggestions on what the focus of the retreat should be. Dr. Cross suggested long term strategic planning. Dr. Kronman suggested diversification and outreach. Dr. Nellius asked for location and time suggestions. Ms. Hernandez suggested that it be held at Brevard Family

Partnerships board room. Ms. Holmes will work on coordinating a guest speaker for the retreat.

Consent Agenda

Ms. Holmes presented the Executive Director Report. Ms. Holmes reported that Brevard Public Schools Board of Directors approved the Head Start contract on July 10. Staff for the Head Start Program have been hired, the three Family Partners started on Monday July 30 and the Care Coordinator is scheduled to start on Monday August 06.

Ms. Holmes announced that C.A.R.E.S. received a \$500 donation from the Knights of Columbus Ladies Auxiliary Club and a \$350 donation from the First Baptist Church of Cocoa.

Ms. Holmes informed the Board that C.A.R.E.S. was not selected to receive the United Way Mini Grant. Ms. Holmes received a letter from United Way indicating that the agencies that were chosen were closely aligned with the United Way's areas of emphasis including Childhood Success, Hunger and Financial Stability.

Ms. Holmes gave a PR Task Force Committee Update. The PR Task Force Meeting for July was canceled due to scheduling conflicts. The Kayaking for Kids event has been tentatively scheduled for April 13, 2013.

Dr. Nellius announced that Don Harris from The Norris Adolescent Center of Wisconsin has scheduled a site visit on August 14 to review the C.A.R.E.S. model.

Ms. Holmes presented the Monthly Board Data for May and June 2012.

Ms. Hensler presented the financial statements for the month of May 2012.

Ms. Macrander exited the meeting.

Old Business

Ms. Hernandez reported that the next PR Task Force meeting is scheduled for August 13, 2012.

Speak Out/Public Comment

Ms. Holmes announced that the next Board Meeting will be on Wednesday September 12 due to the 2012 Child Protection Summit.

Motion: Dr. Kronman 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