

Crook County Family Violence & Sexual Assault Services, Inc.

Board Meeting Minutes

Present at the meeting were: Myrna Tesch, Randy Pridgeon, Robin Seeley, Harry Stordahl, Sandra Stevens (Director), Tracy Darling (Advocate)

I. Call to Order

President Randy Pridgeon called to order the regular meeting of the Board of Directors at 5:17 pm on January 15, 2015. The meeting was held in the Life Skills Room of the CCFVSAS office.

II. Acceptance of New Board Member Applications

Lisa McGuinness: (RS, HS) Unanimously Approved

Laura Gennings: (RS, HS) Unanimously Approved

Kristen Clausen: (RS, HS) Unanimously Approved

Harry Stordahl: (RS, RP) Unanimously Approved

Welcome new board members!

III. Approval of minutes from last meeting

The minutes of the previous meeting (9/2/2014) were unanimously approved as distributed. (MT, RS)

IV. Financial Report

Treasurer's Report found no discrepancies for October 2014 Financials and November 2014 Financials. An explanation of the financial reports and CCFV funding streams were made to new board members. Board members were provided (along with their board agenda) Intelligrants Summaries of each funding stream showing: Subgrant Award, Monthly Expenditures, Approved Expenditures, Approved YTD, and Unexpended Funds.

October 2014 Financial Report: (HS, MT) Unanimously Approved

November 2014 Financial Report: (HS, MT) Unanimously Approved

Motion made to amend the minutes of previous meetings in which financial reports were approved but not properly documented in the minutes.

January 2014 Minutes Amendment: (RS, MT) Unanimously Approved

February 2014 Minutes Amendment: (RS, MT) Unanimously Approved

March 2014 Minutes Amendment: (RS, MT) Unanimously Approved
April 2014 Minutes Amendment: (RS, MT) Unanimously Approved
May 2014 Minutes Amendment: (RS, MT) Unanimously Approved
June 2014 Minutes Amendment: (RS, MT) Unanimously Approved
July 2014 Minutes Amendment: (RS, MT) Unanimously Approved
August 2014 Minutes Amendment: (RS, MT) Unanimously Approved
September 2014 Minutes Amendment: (RS, MT) Unanimously Approved

V. Program Reports

Tracy Darling presented her volunteer and advocacy program report. She gave a brief victim service update, as the agency was very busy with new and continuing clients over the holidays.

CCFV had advertised to co-host a CORE volunteer training with FOCUS of Newcastle in September of 2014. There was no response to this training, and CCFV will advertise for another training opportunity this spring. WCADVSA has revamped the CORE Advocacy training for trainers, Sandy and Tracy will be receiving this training in the spring.

Our Outreach Program is participating in Stalking Awareness Month (January) and preparing for Teen Dating Violence Awareness Month (February). Our outreach funds are very limited and have been doing mainly online and social media prevention efforts. We did receive a donation for youth services that we will hopefully help with doing an outreach event with the schools in February.

CCFV Staff took a "retreat day" in December to visit WAVI and the Cornerstone Mission Homeless Shelters. It was a great way to make new connections for referrals and volunteer opportunities. We are hoping to volunteer serving in their soup kitchen soon.

We are planning on a community garage sale fundraiser in the spring, possibly coinciding with awareness activities in April. CCFV will rent a community center for a day and let citizens buy table space to sell their own items. Everyone participating will be responsible for their own items, and the event would be very low cost and minimal effort.

Finally, our community has a Sexual Assault Response Team that we think could better serve the community. So we are looking into transforming from a SART to a Coordinated Community Response team to better serve victims of all types of family violence here in Crook County. The board expressed support of this transformation, and will be kept informed of all changes that may be made.

VI. Old Business

Christmas Gift Giving Tree

10 children and 5 women were represented on the tree this year. This is the first year we have included women and mothers on the tree. But all of those represented were provided gifts and stockings. We are very appreciative to the community for their overwhelming support.

Holiday Craft Groups

We advertised for three community craft group hours in December. Although we did not get much support, there was at least one client or volunteer that came to these groups to at least eat a meal. We have leftover supplies, and may try again next year.

VII. New Business

Tax return

990-EZ, 2013 taxes will be submitted and filed on 1/16/2015.

January Stalking Awareness Month

Discussed in Program Report

Court Case

1/8/14, CCFV was granted a Summary Judgement on all counts. Our LGLP Attorney currently has a counterclaim to file against the Plaintiff. They are going to offer her a deal, if she agrees not to appeal the Summary Judgement decision, they will drop the counterclaim. Board will be informed of the outcome.

VIII. Director's Report

DVS On-Site Visit

February 11th and 12th, the Division of Victim Services will be coming to audit CCFV. Staff is currently prepping for this visit, and director feels that it will go well and be very beneficial.

DFS Advisory Council Update

Director is still attending quarterly meetings around the state. Sandy presented at the last Council meeting with DVS Director, Cara Chambers on DV issues and DVS services. As a result of Director's place on the Council, all new DFS workers must be trained on domestic violence and it's relation to child abuse. Dr. Steve Corsi and Cara Chambers will both be attending and presenting at the January WCADVSA coalition meeting.

Updated Policies

The following Policies and Procedures were revised by the CCFVSAS Board of Directors at the CCFVSAS meeting on January 15, 2015.

Client Grievance Policy and Procedure: (RS, MT) Unanimously Approved

LGBTQ Anti-Discrimination Policy: (RS, MT) Unanimously Approved

Service Eligibility Policy (Plan): (RS, MT) Unanimously Approved
Maintenance & Storage of Files Policy: (RS, MT) Unanimously Approved
EEO Federal Civil Rights Policy: (RS, MT) Unanimously Approved
Orientation: (RS, MT) Unanimously Approved
Retaliation Policy: (RS, MT) Unanimously Approved
Crisis Intervention Services Policy: (RS, MT) Unanimously Approved

IX. Miscellaneous Items

CCFVSAS received the Unemployment Insurance quarterly Certificate of Good Standing which expires February 2015.

941 Quarterly Tax Return submitted (for July, August, & September).

Workers Compensation Certificate of Good Standing expires December 22, 2015.

Board of Directors Conflict of Interest Statements were updated for 2015.

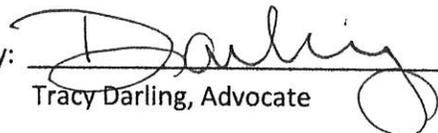
Director discussed having accountant Mary Sells "clean up" our Quickbooks to remove out of date information, funding streams, etc.

Board discussed completing a Board Training in 2015, tentatively scheduled for March.

The next CCFVSAS Board Meeting is set for April, specific date to be determined.

No further business, meeting was adjourned at 6:40 pm (RP, HS).

Minutes submitted by:


Tracy Darling, Advocate