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**Idaho Children’s Trust Fund Board Meeting**

**January 20, 2016**

**Alexander House- 304 W. State St., Boise, Idaho**

**Meeting Minutes**

**Call to order:** At 9:00am on Wednesday, Board Chair Sarah Leeds called the meeting to order

***Board Members Present:*** *James Herrmann, Sarah Leeds, Jill Andrus, Brenda Stanley, Janet Goodliffe, Amanda Pena, Shannon Dunstan, and Kay Christensen* ***Absent:*** *Jeanette Pinkham and Celia Asumendi*

***ICTF Staff Present:*** *Roger Sherman, Lisa Newhouse, Taryn Yates*

*\*SARAH MOVED to adjust agenda items on the Ed van Dusen Award and IDHW meetings to the beginning of the agenda because she will be absent in the afternoon.*

**Board Education- Janice, Idaho Non Profit Center, Fundraising planning and the Board’s role**

**ICTF/IDHW ongoing meetings**

* Sarah and Roger met with Gary Moore to ensure ICTF is connected with IDHW
* Financial reports talked about in meetings and plan to meet with Kim Stearns, budget analyst to review fiscal procedures

**Ed Van Dusen Award**

Consideration was given to extend the date of the award nominations since currently the office had received only one complete application and two incomplete.

* Kay moves to NOT extend deadline and not to consider anything incomplete

Jamie second

Approved

* Subcommittee (Jaime, Amanda, Jill) to meet and review 1 complete application we have
* Sarah suggests we change requirements of award for next year as to not have this happen again

**October Meeting minutes** – Shannon moved to approve

Jill second

Approved

**Consent agenda** – Kay moved to approve staff reports and financial as reviewed by the Finance Committee

Amanda second

Approved

**Review PCCA Assessment, Action Plan and Recommendations**

* The board reviewed scores and comments from Re-chartering process with Prevent Child Abuse America staff and peer reviewers. ICTF as the state chapter of PCAA received high marks in all areas.
* What board education would be useful for us?
* Build a governance, action plan
* Create fundraising plan (Shannon, Sarah, Brenda, Janet)
* Sub committees don’t take minutes, report to board
* Executive committee tasked with creating a board assessment process
* Policy committee to determine need for and possible document on Succession Planning for board consideration
* Board wanted to clarify that although the Trust fund is the state affiliate of Prevent Child Abuse America, the board represents ICTF

Discussion of data, data needs and evaluation.

**Board review PCAA policy positions** –

Board approved a motion recognizing the Prevent Child Abuse America policy statements without endorsement.

**KBOI**

* Based on guidance from the purchasing division, working with KBOI-TV is permissible without a bid.
* Shannon motioned to move forward with getting contract from KBOI to bring to board

Brenda second

Approved

**Multi Year Grant**

* Taryn passed out timeline
* 2 new options of scoring and grant apps
* Option 1 preferred with rubric
* Add extra points for 1st time grantee, location, etc
* Taryn to update and present at next meeting

**Child Abuse Prevention Activities**

* Taryn will coordinate regional contacts around Child Abuse Prevention month activities
* Wear blue April 8
* Increasing SOC trainings
* Rally at Statehouse April 1
* Facebook posts ahead of time with events in each region

**SFTI**

* Went briefly over budget, introduced brochure and registration
* Discussed lists and invitations to ensure strong attendance

**Expenditures over $1000**

* $3,000 for online trainings
* SFTI budget about $20,000
* $5,000 for SOC books
* Jaime move to approve

Brenda second

Approved

*\* BOARD MEETING DATES SET FOR NEXT TWO MEETINGS\**

* April 18th meeting set
* July 18th 1.5 day meeting in Boise set

**Adjourn:** At1:45pm on Wednesday

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