**Minutes**

**Meeting of the Board of Directors**

**October 25, 2022**

**Call to Order:** Brenda Stanley called the meeting to order at 9:00 a.m.

**Board Members in Attendance**

**Present:** Dahlia Stender, Shannon Dunstan, Richard Jurvelin, Cheryl George. Brenda Stanley, Jen Haddad, Charlotte Watters

**Present via WebEx**: Teena McBride, Aspen Arnold

**Absent:** Jill Andrus

**ICTF Staff in Attendance:** Roger Sherman, Kim Hemmert, Taber Martin

Board Education: Listened to presentation from Dr. Gillespie on ACEs.

**Approve Consent Agenda:**

**M/S/C**: Richard Jurvelin Motions to approve staff reports and remove financials to discuss later. Jen Haddad seconds.

**M/S/C:** Motion to approve financials Charlotte Watters motions, Dahlia Stender seconds.

**Approve Minutes from June Special Meeting and July Board Meeting:**

**M/S/C:** Jen Haddad motions, Shannon Dunstan seconds

**Board member reappointments and new board member in region 4**: Need to nominate a candidate from Region IV. We discussed target groups to reach out to seeking a candidate. Will work on reappointments for the 2 board members who want to renew.

**Wage and hour adjustment for Administrative Assistant:** Motion to approve Administrative Assistant position increase to 25 hours/week plus benefits- Cheryl George motions, Richard Jurvelin seconds.

**Communications and Marketing Plan:** Broke into groups and discussed communications strategy for outcomes, brand, and awareness. Continued discussion of communications plan during lunch.

**Communications Budget**: Motion to have a discretionary budget of up to $100,000- Richard Jurvelin motions, Cheryl George seconds

**Review Revised Annual Grant Scoring Rubric**: Discussed an updated annual grant scoring rubric. Will be moving forward with the updates.

**Committee to review board minutes and policies:** Cheryl George and Jen Haddad on the policy committee. We will pull out policies from the last 5 years of meeting minutes and work on updating organizational and grant policies and follow them as agreed.

**Establish a discretionary grant opportunity for requests under $1,000:** Motion to allow discretionary spending on training requests up to $10,000 through state fiscal year end of June 2023 and establish perimeters as needed. Jen Haddad motions, Cheryl George seconds.

**PCAA Site Visit**: PCAA committee created in anticipation of the upcoming site visit. Brenda Stanley, Teena McBride, and Charlotte Watters will be on the committee. Need to add neglect to our mission statement.

**Next meeting- request for Wednesday meeting**: 2023 Meetings will be January 25, April 25, and July 25 & 26.

**Meeting adjourned at 3:18**. Charlotte Watters motions to adjourn, Richard Jurvelin seconds.