

**Family and Children's Trust Committee**  
**September 8, 2014**  
**Minutes of Meeting**

**Members Present**

Mary Kay Miller, Chair, Olga Jones, Carol Carillo, Marianne Gagen, Belinda Lucey, Alicia Coleman-Clark, Karin Kauzer, Joe DeLuca, Ruth Fernandez, and Debra Vinson. Lisa Johnson arrived after the Call to Order. Deborah McGrath, prospective member, and Galina Yashchuk, working with Joe on marketing for FACT, also attended.

**Members Absent:**

Ana Cortez, Simone Gikanga

**Staff Present:** Elaine Burres, and Natasha Paddock.

**Call to order:**

The meeting was called to order at 9:20. Introductions were made.

**Acceptance of Minutes**

Debra Vinson moved that we accept the minutes and Olga Jones seconded. It passed unanimously. Ayes: Miller, Lucey, Coleman-Clark, Kauzer, DeLuca, Fernandez, Vinson, Johnson, Jones, and Gagen.

Nays: 0: Absent: Cortez and Gikanga

**Review Meeting Schedule 2014-15**

Done through the end of the year.

**Current Roster Discussion**

Mary Kay reminded those whose terms were about to expire, to reapply if they still wanted to be part of the Committee. The conflict of interest forms were turned in.

**Site Visit teams and Schedule**

Site visits will not be done in the fall unless there have been issues of concern. The exception is the Child Care Council due to the budget. Spring site visits will need to be done before the grant meeting next year.

**Tax Brochure**

The brochure is being printed now and will go out with the tax bills.

**Budget Update**

\$319,243, the CAPIT funding, will be the same as last year. Birth certificate and tax donations totals will be determined later.

**Web Design, Data, and Marketing Report**

Joe reviewed the background for the web design. Galina reviewed the draft website. Issues discussed were: collection of data, costs, suggestions for adding content to the web site, reporting information, and ways to make an online contribution.

In order to have the website up and running, we need to set a budget for funding, building and maintenance resources. We will contact the CAO's office and Lynn Yaney to find out what we need to do in order to launch the website.

The committee members complimented Joe and Galina for their hard and excellent work.

**Needs Assessment Discussion**

The last needs assessment survey was reviewed. We have had fewer agency surveys returned and more from community people. Discussion ensued on making the form easier to complete. Next month the survey will be reviewed and voted on.

**Additions/Public Comment**

**Adjourn:**

The meeting adjourned at 11:05.

**NEXT MEETING:**

**October 6, 2014, 9:30-11:30 PM, 40 Douglas Drive, Room 101/102**