

**4Cs Board of Directors Meeting**  
**January 25, 2011**  
**Minutes**

**Board Members Present:** Renee Whitlock-Hemsouvanh, Katie Pierce , Christina Curry, Jo McCormick, Goretti Hamlin, Urmi Shende, Wendy Sewell, Jocelyn Chapman, Marcos Suarez, David Wattell, Ari Hauptman, Craig Schwartz

**Board Members Absent:** Bob Sayers

**Staff Present:** Melanie Dodson, Maya Labourdette, Lara Magnusdottir

1. The meeting was called to order at 6:09 pm. Mission Statement was read aloud.
2. Agenda – Motion to add Heart & Wreera Adopting Resolution. M/Sewell, S/Wattell. All approved.
3. Motion to approve November 2010 Minutes. M/Wattell, S/Suarez. All approved.
4. Ratification of Action Taken by Executive Committee:
  - Approved Diaper Changing Policy. M/McCormick, S/Hauptman. All approved.
  - Approved New Member Application to Board: Lt Craig Schwartz. M/Pierce S/Suarez. All approved except Schwartz abstention.
  - Approve First 5 Forgivable Loan Applications. M/Suarez S/Wattell.
  - Ratify Heart & Wreera Adoption Resolution. M/McCormick, S/Schwartz.
5. Discuss Evening Staff Appreciation Celebration. Melanie reported that this was discussed at Management Team and the recommendation was that the board focus on advocacy and fundraising at Human Race. Perhaps to plan a picnic in early spring/summer where staff could choose to attend or not and could bring family.
6. Select February volunteers to bring food to February meeting. Craig and Jo volunteered to bring food.
7. Finance Report. Katie reported that enrollment had been low in the centers due to the CDE mandate to hold slots open for the Stage 3 lottery. Melanie is working with CDD so we can be fairly compensated for holding the slots open. Centers are in the process of looking at how to tighten up attendance to better earn center contracts. The Finance Committee has reviewed the tax return. The Committee approved the tax return with a recommended a change to Schedule O and the verification of amounts listed on Schedule A.
8. Development Report
  - Fall ask brought in \$4,310, which is considerably more than last year. We had 38 donations, 21 of which were first-time donors.

- Sizzling Tandoor brought in \$425. Considering another Dine & Donate, perhaps Thai House.
- Dates to consider for board involvement in community events:
  - Feb 17<sup>th</sup>, Hispanic Chamber of Commerce mixer, 5:30-7:30 at Elsie Allen
  - February 24<sup>th</sup>, S.R.Chamber mixer
  - June 16<sup>th</sup>, 4Cs will host a Hispanic Chamber mixer.
  - Please e-mail Jo or Mira if you can attend one of these.
  - In January, we had representation on Jan 12 at Good Morning Santa Rosa, and Jan 19 for State of the County.
- Committee is considering a different event, perhaps at a more upscale restaurant, with a high profile speaker.
- Mira will bring a laptop at the next board meeting so that board members can sign up for escrip.
- Human Race. Need board help in recruiting sponsors for themselves to walk and businesses to walk on behalf of 4Cs. The kickoff office meeting is Monday February 28<sup>th</sup> at 9:30.

#### 9. Personnel Nominating Committee

Tracy Johnson has resigned due the time pressures of a new position. We do not have a chair for this committee and we also need new members of the committee, so please let Melanie know.

#### 10. Executive Director's Report

- It's been really busy with the Stage 3 issues, the new budget proposals, and less staff hours.
- Governor's Budget Proposal: This is just a proposal, but will have a huge impact on the agency if passed. Melanie would like to form an advocacy committee ASAP to get started on the advocacy needed with legislators. Katie, Marcos, Ari and Urmi will be on the committee with Melanie.
- Stage 3. This program ended on Dec 31, and the governor's proposal includes reinstating the program on April 1, except at lower rates at a more restricted eligibility (60% of State Median Income instead of 75%) and excluding 11 and 12-year olds.
- Board Reports. Management team would like to get input from the board on how helpful the board reports are. Board recommended a shorter, more concise format with data and bullet points and perhaps "mission moments." Melanie will take this back to the management team.
- Melanie would also like to start an ad hoc committee to look at alternative funding sources, such as grants, etc. In preparing for a new, leaner budget, she has been meeting with other similar agencies in the county to discuss possible consolidation.

**Motion to adjourn meeting. M/Whitlock, S/Suarez, unanimously approved and meeting adjourned at 8:00 p.m.**