

**Baraga County Communities That Care
Community Board Maintenance Committee Meeting Minutes September 20, 2017
Conference Call 1pm**

Members Present: Char Spruce, Chair; Taryn Mack, Co-Chair; Chad Mager, Carrie Rich

Members Absent: Olivia Harris

Guests: None

Topic	Discussion	Follow-Up
Agenda	<ul style="list-style-type: none"> Reviewed 	<ul style="list-style-type: none"> Approved
Meeting Minutes	<ul style="list-style-type: none"> Reviewed 	<ul style="list-style-type: none"> Approved
Old Business		
	<ul style="list-style-type: none"> <u>Communication & Reporting Protocols</u> – Reviewed document Char sent out this morning. Made changes as needed. We discussed adding “agendas should be sent out one week prior to meeting”. <u>By-laws and Operation Procedures</u>- We reviewed by-laws and made additional changes. The workgroup approved the revised by-laws. <u>Team Building and Recognition Activities</u> Char is working on thank-you notes for suicide prevention donors and volunteers. We discussed putting a thank-you in the L’Anse Sentinel, but there is a cost involved. PR Workgroup has put a thank you on our Facebook page. Pam is deciding if a thank you should be sent to all participants. Mainly because there was a problem with t-shirts, and no one got a t-shirts this year. We discussed designating a Key Leader of the Year with a plaque or certificate. The next Key Leader event is scheduled for January. We discussed ways to recognize workgroup members. Data Workgroup and Suicide Prevention Workgroup members have been very busy in the last few months culminating with the students being surveyed, the Community Assessment started, and the top two risk factors identified, and an Out of the Darkness Walk occurring on 9/9/17. We discussed sending thank-you notes, giving out certificates or having a cake at the quarterly Coalition meeting. <u>Fiscal & Legal Status</u> EW felt we are not in a position right now to pursue 501(c)(3) status. 	<ul style="list-style-type: none"> Char will continue to revise, and send out changes to workgroup members. We will approve at our October meeting, and Char will bring to October EW meeting. Char will bring revised by-laws to EW in October. Chris will have youth members in youth involvement workgroup sign thank-you notes for EW members. Once signed they will be distributed to EW members. Continue to discuss Key Leader of the Year recognition. At quarterly coalition meetings, recognize workgroup/workgroup members that have completed a big project or did something amazing, over and above what is required, etc. on the Coalition agenda and having a cake at the meeting.
New Business	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None
Announcements	<ul style="list-style-type: none"> Workgroup training to refresh all workgroup members on the CTC Model and workgroup responsibilities will need to be scheduled. 	<ul style="list-style-type: none"> Carrie will follow-up with dates/times, and length of the training.
Upcoming Meetings	<ul style="list-style-type: none"> All meetings are being updated on the Google Drive Calendar and linking to the website. 	<ul style="list-style-type: none"> October 18, 2017, 1:00 p.m. November 15, 2017, 1:00 p.m.

Respectfully submitted by: Taryn Mack