

**Baraga County Communities That Care  
Community Board Maintenance Committee Meeting Minutes *October 18, 2017*  
Conference Call 1pm**

**Members Present:** Taryn Mack, Co-Chair; Chad Mager, Carrie Rich  
**Members Absent:** Olivia Harris, Char Spruce, Chair  
**Guests:** None

Topic	Discussion	Follow-Up
Agenda	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
Meeting Minutes	<ul style="list-style-type: none"> <li>Reviewed</li> </ul>	<ul style="list-style-type: none"> <li>Approved</li> </ul>
<b>Old Business</b>		
	<ul style="list-style-type: none"> <li><u>Communication &amp; Reporting Protocols</u> – Reviewed document Char sent out yesterday.</li> <li><u>By-laws and Operation Procedures</u>- We reviewed by-laws and made additional changes. The workgroup approved the revised by-laws.</li> <li><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.</li> <li><u>Fiscal &amp; Legal Status</u> EW felt we are not in a position right now to pursue 501(c)(3) status.</li> </ul>	<ul style="list-style-type: none"> <li>We approved the revised document. Taryn will bring to November EW meeting.</li> <li>Taryn will bring revised by-laws to EW in November.</li> <li>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.</li> <li>Were the thank-you notes completed?</li> <li>Continue to discuss Key Leader of the Year recognition. Carrie will check with other UP CTC Coalition to see if they do this and how. Specifically, on how they choose a Key Leader of the Year and how they recognize them.</li> <li>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.</li> <li>In October, 2017 this would be the Data Workgroup for conducting the youth survey, facilitating voting to determine the two priority risk factors, and beginning the Community Assessment report, and the Suicide Prevention Workgroup for the Out of the Darkness Walk that occurred on 9/9/17.</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
Announcements	<ul style="list-style-type: none"> <li>Schedule workgroup training to refresh all workgroup members on the CTC Model and workgroup responsibilities, approximately 2-3 hours.</li> </ul>	<ul style="list-style-type: none"> <li>January 25, 2018, 3:00-5:45 (before the quarterly coalition meeting).</li> </ul>
Upcoming Meetings	<ul style="list-style-type: none"> <li>All meetings are being updated on the Google Drive Calendar and linking to the website.</li> </ul>	<ul style="list-style-type: none"> <li>November 15, 2017, 1:00 p.m.</li> <li>December 13 or 20, 2017, 1:00 p.m. (Will decide at the November meeting).</li> </ul>

**Respectfully submitted by: Taryn Mack**