

12/21/21 Policy Council Meeting Minutes

Attendance:

Staff Present: Jodie Dommaschk, Tricia Salvarezza, Chrissy Daignault

Members Present: Isabel Lundquist, Diane Coughlin, Vladimir Pratt, Tiffany Greenough

Meeting called to order by Vladimir at 9:35 AM

Approval of November Meeting Minutes

Vlad asked if anyone had any questions about the November minutes. No one had any questions.

Motion to Approve November 2021 minutes. 1st Diane made motion to approve, 2nd Isabell, all 4 members in favor, Motion Carried.

Program Reports and Updates

Director's Report

Tricia discussed plans for boosting enrollment. She also discussed the issues that are being considered in order to keep the program safely open while there is a surge in COVID cases. Tricia spoke about the agency's staffing issues. Kris Germain, Education Coordinator, will attend the January Policy Council meeting.

Tricia stated that the grant renewal application is uploaded to the program the federal government uses to submit applications. Waiting for the annual report to be completed so the grant renewal application can be submitted. The annual report is due by December 22, 2021.

Jodie reviewed the Family Service staff's assistance to families for Holiday Assistance needs. She mentioned staff helping families obtain food baskets from the Salvation Army as well as helping families get adopted for Christmas.

Chrissy reviewed Emily's email regarding highlights for the financial reports.

Tricia announced that Emily is the acting Interim Executive Director.

Approval of Program and Financial Reports

Motion to approve the program reports, including the Director's and Financial Reports, 1st Diane, 2nd Isabell; All 4 member in favor; Motion Carried.

New Business

- Discussed ways of building and maintaining donation boxes outside of the centers and possibly other locations throughout the county.
 - Discussed possibly having a lumber yard donate wood to build the boxes
 - Discussed possibly having Boy Scouts build the boxes
- Policy Council Members asked if there is a letter they can use to request donations
 - Tricia and Chrissy will follow-up to see if they can find the old letter that was used and update it
- Vlad stated he will reach out to the Boy Scouts to see if they are willing to assist with the project
- Discussed possible items to have in the boxes: coats, hygiene products, gloves, hats, etc.
- Tiffany volunteered to help build the boxes
- Isabell volunteered to take charge of the project – Policy Council Members decided they will create a committee to get the project going and maintain the boxes once they are in place

Meeting adjourned at 10:15am

Next Meeting is scheduled for January 18th at 9:30am