



1/19/2021 Exec. Board Meeting Agenda

Attendees: Kim Sherony, Al Thuet, Heather Craig, Beth Deutsch, Steven Bruce, Bruce Butler, David Morris, Jen Schilpzand, Robyn Wiens

I. Welcome and Check In

- What are our hopes for the future for our coalition?

II. Approve meeting minutes from 11/18/2020 & review future mtg. dates

- Tuesday, March 9, Tuesday May 18, Tuesday July 27
- Minutes approved at 1642

III. Updates

- Social media intern - looking for a part-time candidate to help with social media engagement and campaigns. Allowable through the grant funding.
- New evaluator - previous evaluator that was let go due to cost cutting measures at their company. Cindy Pharis, our new evaluator, has her own consulting business and currently works with Parkway's coalition. We are working on a proposal with her. She will bring the data to life and help to create a story. We are hopeful that she can start in February.

IV. Exec. Chair announcement

- Bruce Butler will be stepping down as co-chair after the school year to open the opportunity for others with kids in the district. He opened the discussion as how to format leadership based on other coalitions' set-ups. He will stay on until the end of the school year. We thank him for his numerous contributions to the coalition.

V. Group Discussion on structural planning

- Objectives: decide on the most effective way to structure the executive board when it comes to term limits, roles, and level of involvement on committees.
- Assess whether or not the Coalition needs by-laws and how to proceed with drafting.
- Suggestions/Ideas:
 1. Committee leaders should be the executive board members

Role of Executive Board: Executive board is entrusted to make overarching decisions that will help steer the Coalition to achieve its mission. Specifically, the board will have voting power when the occasion arises and will be regularly informed of budgeting updates. They will also play an integral part in developing a strategic and action plan and will help with sub-committee growth.

2. Consider staggering term limits to have continuity while also providing fresh ideas
3. 2-3 years term limits
4. Committee formed around the planned activities
5. Suggested simple and relevant bylaws
6. Bylaws should include components of where we want to be as a coalition
7. Rockwood's bylaws shown as an example that included: mission, goals, vision, strategies, manner of selection and team
8. High school student/student representations on the executive board member
9. Review SAMHSA guidelines for renewal
10. Potentially leverage a local Clayton attorney to help with by-laws
11. Be mindful of rigidity and account for future changes.
12. Bylaws to codify leadership structure
13. Review indemnification issues with bylaws

All members voted to create bylaws.

VI. New Business:

None

Adjourn- Thank you for your attendance and support!

Next Executive board meeting Tues. March 9

Mission: To keep Clayton youth safe from the effects of substance misuse.

Vision: To be a community that prioritizes drug prevention as a vital part of developing healthy, thriving young people.

Our key objectives are •Prevent substance use among Clayton youth. •Reduce the prevalence of substance use disorders in Clayton.

•Educate the Clayton community on key issues related to alcohol and drugs. •Advocate for policies and practices that prevent substance use among Clayton youth.

Role of Executive Board: Executive board is entrusted to make overarching decisions that will help steer the Coalition to achieve its mission. Specifically, the board will have voting power when the occasion arises and will be regularly informed of budgeting updates. They will also play an integral part in developing a strategic and action plan and will help with sub-committee growth.