



11/16/2021 Exec. Board Meeting Agenda, PC/EC Copy

I. **Welcome, Check In & New Business** 4:00-4:05 In Attendance: Jen Schilpzand, Steven Bruce, Heather Craig, Robyn Wiens, Al Thuet, Kim Sherony, Beth Deutsch, David Morris

II. **Approve meeting minutes from 7/27/2021** 4:05-4:06 approved

III. **Bylaws** 4:06-4:15

- Robyn will explain the wording of the section 6 C & D in the rules of governance: Robyn explained that ultimately salary for PC and evaluation and raises are SDC decisions. PC raises are based on what the district already has in place.
- The group will have an opportunity to discuss or ask any questions.
- Board will vote on passing the rules of governance. Robyn & Board want a chance to review and vote in January. Steven Bruce asked why did it matter bc our By Laws don't carry any official weight.
- Homework assignment: review by laws and send any final suggestions to Kim & vote in Jan. Beth asked if we shouldn't change sector reps commitment to 2 years (from 1 year.)

IV. **Budget Update:** 4:15-4:20 Kim will share year 2 financial summary

We need to spend all of our money by the end of year 5.

Carryover Year 1 \$29k and year 2 carryover is \$15, 770. We made our grant match!

V. **Annual Member Survey Recommendations:** 4:20-4:50

- Review Cindy's recommendations (Kim will have copies and send electronically prior to meeting)
- Go through each recommendation point by point to get board's feedback.
- Prioritize urgency and importance of recommendations.
- How do we bring these points back to the coalition as a whole?
- Action items from discussion?
 - 1. Board creates plans and next steps for addressing diversity issues. .why it's imp: CHS students, community sectors, define diversity. Heather suggested looking at

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.

parents at CHS; Robyn suggested students and Beth suggested looking beyond the SDC to include sector reps and community.

- 2. Board work w/ evaluator to improve member sense of progress and the overall value of the evaluation.
- why it's imp: to tell our story, behind the scenes news; attendance for events,
- 3. Where Board does not have the capacity to address a concern, obtain more training or take it back to the coalition as a whole for volunteers.
- Imp: that our exec. Board members get some training elsewhere: Cadca, prevent ed, other coalition meetings. Do we ask Board members to pick "x" amount per year?
-
-

VI. Update on work groups? 4:50-5:00 Didn't get to this;
Next Executive Board Meeting is January _____.

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.