

**Indian River County Healthy Start Coalition**  
**Board of Directors Monthly Meeting**  
**Date: December 17,2018**

Members Present: Dr. Glenn Tremml, Charlene Curry, Dr. Audrey Richards, Robyn Stork-Hjalmeby, Katy Faires

Others Present: Andrea Berry, Chief Executive Officer

Not Present: Patricia Pitts

Welcome and Call to Order. The meeting was called to order by Dr Glenn Tremml at 4:19 PM

I. Mission Statement was read aloud by all present.

II. Consent Agenda:

- a. Approval of minutes: Previous meeting minutes Nov 5<sup>th</sup>, 2018 (attached)
- b. Financial Statements: October and Year To Date Financial Statements. Charlene Curry answered questions related to the Financial Statements (attached)..
- c. Dashboard Program: Healthy Families

A motion to approve the Consent Agenda was made by Katy Faires. Robyn Stork-Hjalmeby seconded the motion. The motion passed unanimously.

III. Old Business:

- a. Audio conference with attorney, Mr. John Moore on Florida Open Meeting Laws. Questions answered.
- b. Carter Group: Kerry Bartlett – New Operating Principles, were reviewed, a motion to approve these operating principles was made by Katy Faires. Robyn Stork-Hjalmeby seconded the motion. The motion passed unanimously.
- a. Creating your personal case for support. Amanda Robinson of Squared Studio discussed the completed rebranding of IRCHSC; its aim to make our services accessible to the “end user”. She requests board member forward their own answers to the “11 Questions”. She requests information from each board member for their BIO. She will assist board members in crafting their own particular short case for support.

IV. New Business:

- a. The application for a new board member, Karen Campbell, was reviewed. After interviews with President and CEO, this candidate is strongly supported. A motion to nominate Karen Campbell as a board member was made by Katy Faires. Robyn Stork-Hjalmeby seconded the motion. The motion passed unanimously.
- b. Proposed 2019 IRCHSC Board of Director Officer Positions: -  
President: Dr. Audrey Richards  
Vice President: Robyn Stork-Hjalmeby  
Treasurer: Charlene Curry  
Secretary:  
Emeritus Status: Dr. Glenn Tremml  
A motion to approve the proposed slate of officers was made by Katy Faires. Audrey Richards seconded the motion. The motion passed unanimously.
- c. IRCHSC has been asked to submit a bid to the district for oversight of the Gifford Community Health Center. CEO will explore.

V. Governance Work:

Reviewed Board Governance Action Plan- Several items remained in the governance plan outlined by Carter group this fall. These included: formalizing a board recruitment plan, a new member orientation plan and finally, a board member engagement plan.

For January, Board members will participate in the development of:

- A Board Recruitment Matrix – to assess current composition of our board and identify member needs. Please suggest: 1) Categories to include and exclude from the template matrix, 2) self-identify the groups you are a part of to identify current board make-up. Provide notes to Andrea.
- Formalize input on the contents of New Member Board Orientation Plan; with an eye on what is currently being performed. Provide notes to Andrea.
- Suggest possible new board members at the January board meeting. Those suggested will then be vetted by CEO and a board member, with the aim of increasing the number of board members to 9-10 members. (Bylaws state 5-15 board members).

VI. Building a Culture of Philanthropy

- a. Action pending completion of governance tasks.

A motion was made by Robyn Stork-Hjalmeby to adjourn. Charlene Curry seconded the motion. The motion passed unanimously.

Meeting adjourned at 6:45 PM.

Respectfully submitted,  
Audrey L Richards, MD