



Indian River County Healthy Start Coalition
Board of Directors Monthly Meeting
Date: February 24, 2020

Members present: Lee Curry, Audrey Richards, Robyn Stork-Hjalmeby (By Phone)
Others present: Andrea Berry, Chief Executive Officer, and Elisabeth Bublitz, Assistant Executive Director, and Sandy Brown, Seacoast Bank

Pre- Meeting Discussion

- I. Review of Meeting Minutes
 - a. Overall review
- II. Annual Report
 - a. Feedback provided – format changes, review of donor list, and review of financials.
- III. Foundation Letter
 - a. List was reviewed by Board
 - b. Letter needs to be on official materials
 - c. Possibly have Board members sign and place a note on the letters before mailed.

Welcome and call to order. The meeting was called to order by Audrey Richards at 5:23pm

- I. Consent Agenda:
 - a. Approval of Minutes: January Meeting Minutes 2020
Note Changes: Accept track changes.
 - b. Monitoring and Evaluation Dashboard: Language Nutrition – feedback provided below.
 - Define Outcomes,
 - Provide guest speaker at Board Meetings,
 - And provide narrative to help Board members understand how the program is doing (comparison data).

A motion to approve the consent agenda with amendments made by Lee Curry. Audrey Richards seconded the motion. Motion passed unanimously.

- II. Financial Statements: January 2020 financial statements.
 - a. CEO and Charlene Curry answered questions related to the Financial Statements (attached). The Coalition Balance Sheet, Profit and Loss, and Properties Financials. Coalition total assets are up by \$170,822.25.

A motion to approve the January Financials was made by Audrey Richards. Lee Curry seconded the motion. The motion passed unanimously.

- III. Human Resources: Parental Leave Task Force
 - a. Review of draft policy.
 - b. Discussion regarding policy language (Option A – Birthing Mothers, Option B – Adopted, Option C – Parental Leave.
 - c. Things to consider – Continued benefits. Coalition compared to employee expenditures.

This item was not voted on and will be placed on the March 2020 agenda.

- IV. Governance: Update on Board recruitment and advisory group
 - a. Upcoming meetings with Sharon Hayes and Alan Temple.
 - b. Need to revise agenda with correct spelling.
 - c. Have vetted potential candidate for the upcoming Board meeting, if you have any questions, comments or concerns, please contact Andrea Berry.



V. Philanthropy: Update

- a. Currently, ahead of last year. DWVS at a total of \$227,000.
- b. Baby Talk scheduled for March 4, 2020.
- c. The Coalition is conducting interviews for the Communications and Development Coordinator position on March 4, 2020.

VI. New Business:

a. Proposed Meeting Schedule

1. October
2. November – Annual Meeting
3. December – BOD Social to be hosted earlier in the month
4. January
5. February
6. March
7. April
8. May
9. Mid-Summer update conference

Notes:

- Monthly Executive Updates to be sent
- Emergency calls if necessary
- Committees continue to meet

A motion was made by Lee Curry to adjourn. Audrey Richards seconded the motion. The motion passed unanimously.

Meeting adjourned at 6:16 PM.

Respectfully submitted,

Katy Faires