**Region V Systems**

**Consumer/Family Advisory Committee**

**Meeting Minutes**

**May 14, 2024 9:00 am – 12:00 pm**

**CALL TO ORDER:** 9:04 am

**ROLL CALL:**

**Members Present:** Heather Anders, Makenzie Crew, Lisa DeCoteau, Peggy Galloway, Alaina Hulette, Sarah Jackson (joined late 9:52 am), Kim Kinell, So Lieb (joined late 9:13 am), Brian Linderholm, Ashley Morin, Jenn Nelson, Angela Pillow, Erica Quintero, Jeanette Wachtal

**Absent:**

**Region V Consumer Specialist Present:** Kalli Fandrich

**Non-members Present:**

***Quorum established at Roll Call (11 of 8 needed at roll call)***

1. **Welcome**
2. **Housekeeping**
3. **CONSENT AGENDA ITEMS:**
4. Agenda May 14, 2024
5. Minutes: April 11, 2024*: Motion to approve-Lisa; Second-Makenzie; passed unanimously 10-0*
6. **Presentation:**
7. **EXECUTIVE COMMITTEE REPORT – Heather (Meets the 1st Tue. of month 9:00–10:00 am, via Teams)**
* Chair and Secretary positions are up for vote in June.
* Next meeting June 4th, 9:00-10:00 am via Zoom

1. **STANDING COMMITTEE REPORTS:**
* **Funding Committee: Chair Lisa/Makenzie Co-Chair (Meets 3rd Wednesday of month 1:00-2:00 pm via Zoom)**
* Financial Summary: $6,825.68 unallocated; $10,033.33 unspent.
* Funding Applications:
	+ CFAC Luncheon $300.00: *Motion to approve-Jenn; Second-Peggy; passed unanimously 12-0*
	+ PIER WRAP $521.60: *Motion to approve-Peggy; Second-Angela; passed unanimously 11-0*
	+ Recovery Groups $300: *Motion to approve-Angela; Second-Makenzie; passed unanimously 11-0; contingent upon additional funds from Region V*
	+ Monthly Women’s Personal Care Kits-Disrupting Traffic $775.00: *Motion to approve-Alaina; Second-Angela; passed unanimously 11-0 contingent upon additional funds from Region V*
	+ WRAP 1 & 2 Supplies $3.800.00: *Motion to approve-Lisa; Second-Jenn; passed unanimously 12-0*
* Next Meeting: May 15th @ 1:00 via Zoom
* **Membership & Communications Committee: Chair Peggy/Co-Chair Sarah (Meets the 4th Tue of month 9:30–10:30am via Zoom)**
	+ New Membership Applications:
		- Rhonda Morrison: *Motion to approve-Lisa; Second-Makenzie; final vote: 11 yes, 1 no*
		- Working on newsletter. Makenzie is featured member. Would like to include final reports on some projects. Lisa will work on getting final reports.
	+ Next Meeting May 28th at 9:30 am via Zoom
* **Bylaws, Policies, and Procedures Committee: Chair Ashley/Co-Chair (Vacant)**
	+ Reviewed some proposed changes
	+ Will vote on changes next month.
	+ Next Meeting May 24th @ 10:30 am via Zoom
* **Special Projects Committee: Chair Alaina/Co-Chair Makenzie (meets every other Thursday at 9:00 am via Zoom)**
	+ Sarah has volunteered to provide coffee and supplies with no reimbursement.
	+ Alaina ordering swag bag items.
	+ Will have 8 booths for organizations-reaching out to a couple
	+ Have several workshops scheduled
	+ Have 2 keynotes
	+ Registration forms are in progress
	+ Will need everyone to help set up & tear down. Alaina will have sign up sheet next month for specific duties.
	+ Will stuff swag bags in June.
	+ Heather will send out info for Jimmy John’s order for June luncheon.
	+ Ashley is working on raffle items. Anyone who can help with raffle items is welcome to. Angela could talk with Chik-Fil-A; Ashley will compose a letter for Angela to give to them.
	+ Next Meeting: May 23rd @ 9:00 am via Zoom
1. **Other Reports:**
	* Final Project Reports-none
2. **Educational:** None
3. **Upcoming Education:**
4. **Other Business:**
	* June meeting will be annual meeting including vote on Chair and Secretary as well as Bylaws and Policies & Procedures
	* Luncheon to stuff bags will be after annual meeting in June.
	* Heather will be showing members how to set up the hybrid CFAC meeting next month. Jenn will take notes to distribute.
5. **Open Floor:**
6. **Important Dates:** Listed on Agenda

**ADJOURNMENT**: The meeting adjourned at 10:15 am.