



**STANDOUTYOUTH  
SAVANNAH**



P. O. Box 2983  
Savannah, GA 31402

# Meeting Title: Regular/Monthly Board Meeting

RECAP

06/12/07

7:30 PM

ERNIE'S OFFICE

<b>MEETING CALLED BY</b>	Ernie Lee (President)
<b>TYPE OF MEETING</b>	Regular/Monthly Board Meeting
<b>FACILITATOR</b>	
<b>NOTE TAKER</b>	Leo Monroe, Secretary
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	Marianne Brouilliette (Treasurer), Leo Monroe (Secretary), Robert (Bob) Dunn via conference call, Jamie Maury, Holland Morgan

Guest:

Absent: Fred Richter

## Agenda topics

### AGENDA / MINUTES PRESENTATION

SARAH

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>agenda</li> </ul>	
	<ul style="list-style-type: none"> <li>May 2007 Board Meeting Minutes were presented.</li> </ul>	
<b>CONCLUSIONS</b>		
	<ul style="list-style-type: none"> <li>Minutes – Motion made to accept; it was seconded; a vote taken; motion passed. Minutes accepted.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

### FINANCIAL REPORT

MARIANNE

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Printed report distributed</li> </ul>	
	<ul style="list-style-type: none"> <li>Ernie completed &amp; submitted the final grant summary to Southern Partners Fund</li> <li>Marianne &amp; Jamie continue to comprise the sub committee for researching grant opportunities</li> <li>-Marianne suggested confirming the organization's direction prior to submitting any new grant proposals</li> <li>Bob asked about the location of past grant materials</li> <li>-Ernie identified that he had computer &amp; hard copy files that he would submit to Marianne &amp; Jamie</li> <li>Bob suggested that he &amp; Leo receive copies of the computer disks</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>Ending balance as of 5/31/07 = \$6468.93</li> </ul>	
	<ul style="list-style-type: none"> <li></li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Transfer possession of grant material	Ernie	June 2007

ACTION HISTORY LOG

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>No log available</li> </ul>	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
◆ Generate log	Bob	June 2007

DASHBOARD REPORT

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Written report not available</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ Bob reported a summary:</li> <li>◆ -two (2) e-mails received</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ Ernie reported on his monitoring of the phone:</li> <li>◆ -there were three (2) calls in April, three (3) in May, &amp; zero in June as of 6/12/07.</li> <li>◆ -no voicemail messages were left</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>◆ Needed information for dashboard report</li> <li>◆ -Facilitator summaries</li> </ul>	
◆ BOB WILL MONITOR THE PHONE IN JUNE – JULY		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Acquire facilitators’ summaries & phone log	Bob	June 2007
◆ Transfer possession of the phone	Ernie & Bob	June 2007

BOARD MEMBERSHIP

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>the need to start considering a search for new members remains</li> <li>need someone who could serve as a spokesperson for SOY in the public</li> <li>Ernie stated that he’s willing to act as a speaker</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ Jamie asked about a process for screening/considering potential members, possibly by meeting with a candidate in an interview process.</li> <li>◆ Leo referenced that such an approach was used in the past</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ Bob, Holland, Leo, &amp; Jamie referenced persons that each had contacted</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>◆ Members to start considering persons to invite to the board or to work as volunteers</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

VOLUNTEERS: NEW FACILITATORS/OTHERS

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Ernie reported that the outstanding screenings have been completed and those new volunteers can be added to the schedule of facilitators</li> </ul>	
	<ul style="list-style-type: none"> <li>Ernie is willing to continue to serve as the coordinator of the drug &amp; background screening process</li> <li>-He will forward screening results to Bob</li> </ul>	
	<ul style="list-style-type: none"> <li>Holland reported that he had not received any inquiries about the 6/14/07 training following the publication in the May 2007 FCN Newsletter</li> <li>-Bob reported that he knew of two (2) potential attendees</li> <li>-Leo reported of one (1) potential attendee</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>Next training session will be 6/14/07</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
N/A		

FACILITATOR TRAINING MANUAL

HOLLAND

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>◆ Last changes have been incorporated</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>Acceptance of the manual as it is until next period of review – Motion made to accept; it was seconded; a vote taken; motion passed.</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
◆ N/A		

OUTREACH/YOUTH & HIGH SCHOOL MEETINGS

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>No new communications with the school groups</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ No new communications with the school superintendent</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ RE: Police Liaison, Leo reported that no new meeting has been held. Meetings pending availability of police department liaison representative</li> <li>◆ -Leo reported that the FCN website has a link on which persons may click so to report any concerns related to an experience with law enforcement</li> </ul>	
	<ul style="list-style-type: none"> <li>◆ Bob reported that one facilitator has to act as a back-up, not a regular facilitator, starting July</li> <li>◆ The weekly youth meetings will remain on Thursdays through the summer. There are no proposed Saturday meeting dates.</li> <li>◆ There is the goal to use Savannah Pride as an opportunity for expanding youth participation</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>◆ Continue to remain available for the student groups</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
NA		

LETTERS/VOLUNTEER RESPONSE &  
INTRODUCTORY

FRED

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>A fund raising letter is in progress</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>Final draft of Funding letter is needed</li> </ul>	
<ul style="list-style-type: none"> <li>Further discussions tabled</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Forward Completed Funding letter	Fred	6/2007

MEDIA

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>SOY news article for submission to FCN Newsletter is in progress by Holland</li> <li>Bob has updated youth meeting times &amp; themes through July on the website</li> <li>Board Minutes for 2007 need to be posted to the website</li> <li>Bob reported on software called Dream Weaver that would help in updating/manipulating the website</li> </ul>	
	<ul style="list-style-type: none"> <li>Brochures: Bob has acquired the electronic file from the original print company in 2006. The file makes use of a special font package necessary for making updates appear uniform with original production.</li> <li>Spanish Moss will serve as new printer</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>Holland will submit an article to FCN</li> <li>Bob to post the Board Minutes to website</li> <li>Re: purchase of Dream Weaver software - Motion made to purchase; it was seconded; a vote taken; motion passed.</li> <li>RE: purchase of the font package related to the brochures - Motion made to purchase; it was seconded; a vote taken; motion passed.</li> <li>3000 brochures will be ordered through Spanish Moss</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Submit article to FCN for publication	Holland	June 2007
Post Minutes to website	Bob	June 2007
Order brochures	Bob	June 2007
Purchase software & font package	Bob	June 2007

ALTERNATIVE YOUTH MEETING SPACE

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>Holland's researching an opportunity with at a Methodist Church</li> <li>-Jamie recommended looking at the Methodist Church first</li> <li>FCN invited SOY to return to the FCN office space at no cost</li> </ul>	
<b>CONCLUSIONS</b>	<ul style="list-style-type: none"> <li>General consensus to return to FCN office space while continuing to search for alternatives</li> <li>To return to the FCN office space effective July 2007</li> <li>Marianne has submitted notice to the Unitarian Church from which SOY had been renting space</li> </ul>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
CONTINUE RESEARCH INTO METHODIST CHURCH	HOLLAND	JUNE 2007
COLLECT DISTRIBUTED KEYS FOR THE UNITARIAN CHURCH SPACE & RETURN TO THE CHURCH	BOB	JUNE 2007

PROGRAM COORDINATOR POSITION

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>The coordinator position remains vacant</li> </ul>	
<b>CONCLUSIONS</b>	Action/further discussions tabled	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Monitor coverage of tasks that coordinator would address to ensure youth are served	All	

FUNDS FOR YOUTH GROUPS

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• tabled until July</li> </ul>	
<b>CONCLUSIONS</b>	♦	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Prepare information narrative about funding opportunity	Jamie	6/2007
Review & update the application & awarding process	All	6/2007

OTHER

ALL

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Jamie reported on his research of a kayaking event</li> <li>• -It would be a good opportunity for a youth event</li> </ul>	
	<ul style="list-style-type: none"> <li>♦ Review of T. Butler's formal application to be a facilitator</li> <li>♦ -tabled until all members have a copy of application</li> </ul>	
	<ul style="list-style-type: none"> <li>♦ Marianne suggested creating attributes for use in evaluating potential facilitators &amp; board members</li> </ul>	
	<ul style="list-style-type: none"> <li>♦ Marianne presented an e-mail notice from S. Holmes about the upcoming educators' conference</li> <li>♦ -tabled until July meeting</li> </ul>	
<b>CONCLUSIONS</b>	♦ RE: kayaking; consensus of having a SOY facilitator present & for having the hosts submit to background checks	
♦		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
♦ forward copy of T. Butler's facilitator application	Ernie	6/2007

<b>OBSERVERS</b>	None
<b>RESOURCE PERSONS</b>	None
<b>SPECIAL NOTES</b>	Ernie tendered his resignation as an officer & board member effective immediately
	The next board meeting was set for July 9, 2007 at 7:30 PM at FCN's office space
	Meeting adjourned 8:30 PM