

Advisory Board Meeting Minutes
April 10, 2013 9:00 AM
Maplewood Center

1. Call to Order

Meeting called to order by K. Mitton-Hahn, 9:07 am.

2. Roll Call-S. Nicholas, L. Shalhoub, K. Mitton-Hahn, M. Fulton, J. Overman, A. Harris, M. Fearon,

3. Review and Approval of Minutes

A motion was made by S. Nicholas, seconded by K. Mitton-Hahn to approve the regular meeting minutes of March 13, 2013. Carried unanimously.

4. Work Group Reports

- Assessment/Evaluation – No Report.
- Communication/Training – S. Nicholas reviewed the contents of the member/volunteer handbook.
- Environmental Strategies – S. Nicholas requested volunteers to help assemble the Pharmacy Toolkit, A. Harris available 2nd week of May.
- Fundraising/Sustainability – No Report.
- Parent – No Report
- Community Outreach – No Report.
- Youth- K. Mitton-Hahn reported that the Kick-Butts day activity received a lot of positive feedback from visitors to the building. K. Mitton-Hahn to email pictures of the event to the Coalition.

5. Old Business

- M. Fulton confirmed that the updated 2013-14 Action Plan was completed and was used with the DFC Grant application.
- A plan was made to update the Coalition brochure with the new mission statement.
- S. Nicholas requested volunteers to help conduct the Tobacco Vendor Ed project – no one has signed up so far.

6. New Business

1. L. Shalhoub presented a 10-minute training on Prevention.
2. S. Nicholas reviewed the new project proposal form. This form will need to be filled out by anyone who is participating in any project/event for the Coalition. M. Fulton suggested that we add “source of funds” to the form.
3. S. Nicholas and M. Fulton updated the organizational chart for the DFC grant application; M. Fulton will forward the electronic file for distribution to GCCC members.
4. A plan was made to conduct a face to face survey for the Server Training Assessment project.
5. S. Nicholas announced that the Chippewa Valley Coalition for Youth and Families has a new campaign called Mobilizing Michigan which includes a Protecting our Kids From Marijuana tool kit.
6. The Coalition will be posting a slide on the local cable network to make the public aware of National Prevention Week May 12th – 18th.
7. S. Nicholas announced that World No Tobacco Day is May 31st.

7. Announcements

- A. The 10-Minute training for next month will be “Data Driven Coalitions.”

8. Adjournment

Motion to adjourn meeting by M. Fulton at 10:30 am, seconded J. Overman.

Submitted by: L. Shalhoub