

**Boost4Families Advisory Council Meeting**  
**September 28, 2009 – 2:30 p.m.**  
**Red Oak, IA**

**Roll call**

Present were: John Baker, Sonja Cambridge, Nancy Gibson, Tamra Ruff, Sheri Bowen.

Others present: Jolene Mitchell, Deb Martens, Deb Morrison, CCR&R, Michelle Franks (coordinator)

Absent were: Sherry Ford, Kim Spillers and Ray Buell

John Baker called the meeting to order at 2:30 pm

**Announcements**

Michelle Franks introduced herself to the Council as the new coordinator.

**Approval of Agenda**

John Baker presented the agenda for the meeting. Baker suggested that the current agenda be changed to define DECAT and Empowerment issues and weight actions for vote at the end of the agenda. Sheri Bowen made a motion to approve the agenda changes as presented. Nancy Gibson seconded the motion. Motion passed.

Baker also suggested that the agenda for the Executive Board meeting follow an action-focused format and presented the Villisca School Board's agenda and a model. The format would feature a consent agenda, with non-controversial items for vote provided in advance of the meeting and items requiring a vote occurring at the end of the meeting. Michelle Franks agreed to generate such a format for the upcoming Executive Board meeting with Baker's input and approval prior to that meeting.

**Approval of Minutes**

The minutes from the August Advisory Council Meeting were presented to the group. Sheri Bowen made a motion to approve the minutes as presented. Nancy Gibson seconded the motion. Motion passed.

**Neighborhood Network Grants**

An RFP will be issued the first of October with a deadline to allow review of proposals at the November meeting. Proposals must have a community component and tie into child abuse prevention. The Council recommended using the RFP letter from last year. Sonja Cambridge made a motion that Boost4Families issue RFP's for the Neighborhood Network grants contingent on what funds may be available beyond the budgeted \$5,000, with a cap of \$1,000 per proposed project. Sheri Bowen seconded the motion. Motion passed.

**Payment vouchers**

Vouchers for August were presented for signature and approval. A correction was noted that two vouchers were submitted by the coordinator in error and should be withdrawn

from CBCAP funds instead. Nancy Gibson made the motion to approve Boost4Families vouchers, with this correction. The coordinator will post a corrected payment list in the meeting minutes. Tamra Ruff seconded the motion. Motion passed.

**Vouchers for August 2009**

Cass County Memorial Hospital	7,639.56	(SR)
Little Lambs Preschool	2,268.51	(SR)
HCCMS Fam Health Svcs (July)	956.09	(SR)
HCCMS Fam Health Svcs (Aug)	530.68	(SR)
Atlantic News-Telegraph	73.20	(SR)
WCCA	439.94	(EC)
Montgomery PAT	9,108.00	(SR)
Mills PAT	6,780.00	(SR)
Pooh Corners (May 09)	590.00	(SR)
Amy Chastain	1,000.00	(SR)
Opinion Tribune	77.13	(SR)
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School Ready Funds	29,023.17	
Early Childhood Funds	439.94	
<b>TOTAL</b>	<b>29,463.11</b>	

**Guest Presentation**

Representatives from CCR&R attended the meeting and updated the Council on the Step Up program, seeking guidelines on determining appropriate reimbursement to providers for QRS achievement. Providers were seeking compensation for expenditures that were not clearly improving the level of care to children, i.e., incomplete yard fencing or home improvements. Sheri Bowen suggested that the program use its best judgment to determine appropriate expenditures per the original proposal and suitable to the needs of care providers in that service area.

**Board meeting**

The Boost4Families Executive Board meeting will be held Thursday, October 22<sup>nd</sup> at 6:30 p.m. at the First Christian Church in Red Oak, Iowa.

Meeting adjourned at 4:00 PM.

Next Advisory Council meeting is scheduled for October 19, 2009 at 2:30 p.m. at the Montgomery County Extension Office.

Respectfully Submitted  
Michelle Wodtke Franks  
Boost4Families Coordinator