

**Boost4Families Advisory Council Meeting
August 16, 2010 – 2:30 p.m.
Montgomery County Extension Office**

Present were: John Baker, Duane McFadden, Nancy Gibson, Sheri Bowen, Sherry Ford, Tamra Ruff, Jess Rogers and Michelle Franks (B4F coordinator)

John Baker called the meeting to order at 2:42 p.m.

Approval of Agenda

John Baker presented the agenda for the meeting. Michelle asked to add one additional voucher payment to the listed payments for the month: Mills County Public Health Parents as Teachers in the amount of \$6,481.00 Sheri Bowen made a motion to approve the agenda as presented with the addition. Tamra Ruff seconded the motion. Motion passed unanimously.

Approval of Minutes

Copies of the July meeting minutes were omitted from this month's Advisory Council materials. Approval will be tabled until the September meeting.

Payment vouchers

Vouchers for July were presented for approval. Nancy Gibson made the motion to approve Boost4Families vouchers. Duane McFadden seconded the motion. Motion passed unanimously.

Billing for July 2010

Boost4Families Empowerment

Program	Amount	Account
Iowa Communities Pool	\$1,419.47	SR
Blurr Design	\$357.50	SR
West Central CAA/ CCR&R	\$2,336.60	EC
Cass Parents as Teachers	\$13,497.80	SR
Mills Parents as Teachers	\$6,481.00	SR
Montgomery CCNC	\$57.19	EC
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TOTAL	\$24,149.56	Total
	\$2,393.79	EC Funds
	\$21,755.77	SR Funds

Staff Updates

Michelle reported on her progress with the 2010 Empowerment Annual Report. Due date for submission to ECI is September 15, 2010. She reported that the new format is very easy to use and does not anticipate any problems with its completion.

Boost4Families is officially in its new office space in the former Mills County DHS area – 101 Central, Suite 110 on the Glenwood Resource Center campus.

Michelle requested direction in allocating the remainder of CPPC funds that had been designated for Neighborhood Network mini-grants. In light of budget cuts in the past year and the growing attendance of the Circles programs in Cass and Mills counties, the Council suggested that the remaining funds be directed toward the support of these programs. Michelle indicated that there is a growing community interest in beginning a Circles program in Montgomery County. Sheri Bowen stated that the Mills County program would be willing to assist in helping the community get one started.

2011 work plan and budget for CPPC was submitted. Boost4Families is requesting to direct its funds toward the existing Circles programs and the Family Team Meetings in Mills County. The plan does not include funds designated for Neighborhood Network mini-grants. Michelle also pointed out that CPPC funds will align with the State fiscal year after 2011. As a result of this shift, the amount awarded for this funding cycle is \$15,000.00.

Michelle has initiated work with Blurr Design to transfer web hosting and update the current website to make it more user friendly, featuring a newsletter format for the front page and possible links for Excel-based quarterly reporting online for FY11 funded programs. She also indicated that updates have been made to the organizational brochure and it will be ready for the upcoming Board meeting and legislative coffees this fall.

Michelle reported that she is preparing a Letter of Intent to the Wellmark Foundation to submit a proposal for funding to support the car seat programs and new baby packets for the Parents as Teachers programs in all three counties. The CBCAP grant application is due September 1, 2010. We will request the full \$15,000 amount allowed, dividing it equally among all three Parents as Teachers programs. Notification of award will be in October. She is also beginning work on developing a proposal to the Iowa West Foundation in support of Youth Prevention programming for all three counties.

Next Advisory Council meeting will be held prior to the Board meeting on September 16, 2010 at 5:30 p.m., First Christian Church in Red Oak.

John Baker adjourned the meeting at 3:35 p.m.