

**Minutes: Healthy Start Coalition of Flagler and Volusia Counties, Inc.
Board of Directors Meeting**

Date/Time: Tuesday, September 8, 2015 – 12:05p.m. – 1:00p.m.

Location: United Way, 3747 International Speedway Blvd., Daytona Beach, FL. 32114

Members Present: Zenesha Barkley, Kassandra Blissett, Ann Bodziak, Suzette Cameron, Dr. Pam Carbiener, Jessica Fox-Sznajstajler, Chris Fulton, Amanda Hayes, Carly Meek, Ray Salazar, Diane Smith and Bonnie Wittman.

Members Absent: Katrina Bell, Dr. Alma Dixon, Steve Forsyth, Michele Goeb-Burkett, Eric Goire, Dr. John Myers, Robert Snyder and Loverso Walker.

Staff Present: Dixie Morgese and Peggy Cage.

Guests Present: None.

Agenda Item	Summary/Discussion	Action	Follow-Up	Date
Welcome and Introductions	Diane Smith called the meeting to order and welcomed everyone. Introductions were made.	N/A	N/A	N/A
Approval of the June 9, 2015 meeting minutes	Kassandra Blissett motioned to approve the June 9, 2015 minutes. Amanda Hayes seconded. Motion passed.	Approved.	N/A	N/A
Committee Reports				
Exec Committee/ President's Report	Diane Smith said the Executive Committee met and discussed developing an Ad-Hoc Building Committee to address expanding the parking lot and adding a slab for a garbage dumpster. The following Executive Committee members Tyler DeBord, Eric Goire and Don Young agreed to participate on the committee. Ms. Morgese asked if there were any board members interested in participating on the committee.		Send email to Peggy Cage if interested in participating on Ad-Hoc Building Committee.	
Finance & Administrative Oversight	Ms. Morgese reviewed the FY14/15 fourth quarter financial reports for Healthy Start. There were no actions items. Ms. Morgese said the reports have been review and approved by the Finance Committee and the Executive Committee. Ms. Morgese provided an update on 109 Executive Circle LLC. Amanda Hayes asked about our current terms and mortgage for the building. Ms. Hayes said she has a potential client to carry the loan as a write-off and be the mortgagee. A copy of		Forward terms and mortgage information to Amanda Hayes	By 9/18

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Governance/ Nominating	<p>the letter for the Administrative Monitoring Report was distributed to the members present. Ms. Morgese said if anyone was interested in receiving a copy of the full report to let us know. Ms. Morgese said we will be looking at how we allocate postage in the future and staff will be participating in a work time study two times during the year.</p> <p>No report. Ray Salazar said the committee will reconvene in September 2015 and will review the board structure.</p>	Information only.	N/A	9/17/15
Coalition/Executive Director's Report	<p>Please refer to Executive Director's report. Ms. Morgese reviewed the highlights of the report.</p> <p>A copy of the Coalition Self-Assessment Survey was distributed to the members present.</p> <p>Ms. Morgese said an internal employee satisfaction survey was completed by staff. The Executive Committee reviewed the results and will have a 3rd party review and provide input. This will be completed by the second quarter.</p>	Information only.	Peggy Cage will email link for Self-Assessment survey to board members.	
Old Business/New Business	Bubbles for Babies run will be rescheduled to a later date.	Information only.	N/A	N/A
Announcements	<p>Daytona Blues Festival – Friday, October 9th – Sunday, October 11th. Ms. Morgese said they are still looking for volunteers if anyone is interested.</p> <p>TEARS Walk – Saturday, October 10th</p> <p>Kassandra Blissett said she is working with getting donations for infant carriers for the Syrian Refugee. Ms. Blissett will forward the link for the donation site.</p>	Information only.	N/A	N/A
Public/Other Participation	None.	None.	N/A	N/A
Adjournment	Meeting was adjourned at 1:00p.m.	None.	N/A	N/A