

**Talbot Family Network  
Board of Directors Meeting  
April 18, 2017  
2:30 PM**

Talbot County Board of Education  
12 Magnolia St., Easton, MD

**Agenda**

Welcome and Introduction	Sherry Sutton
Review and Approval of Minutes from March 2017	Sherry Sutton
Follow Up to Coordinator's Report	Katie Sevon
Nominating Committee Update	Denise Whiteley
Beyond Diversity Training	Katie Sevon
CPA Proposal Budget Review	Angela Lane
TFN Staffing Update	Jessica Morris

**Next meeting - May 16, 2017 at 2:30pm  
Talbot County Board of Education, 12 Magnolia St., Easton, MD**

**Talbot Family Network  
Board of Directors Meeting Minutes  
April 18, 2017 - 2:30 pm  
Talbot County Education Center, 12 Magnolia St., Easton, MD**

**In Attendance:** Angela Lane, Milton Orellana, Dale Skinner, Denise Whiteley, Thomas Hutson, Fredia Wadley, Sherry Sutton, Catherine Poe, Kelly Reynolds, Doug Devenyns, Anthony Smith

**Absent/Excused with Proxy given to attending member:** Kelly Griffith and Linda Webb to Fredia Wadley

**Absent:** Carol Masden, Preston Peper, Holly Ireland

**Welcome** - Sherry Sutton began the meeting.

**Review and Approval of Minutes from March 2017** - Sherry Sutton asked the Board to review the minutes from the March 2017 Board meeting. Fredia Wadley motioned that the minutes be approved. Catherine Poe seconded the motion. The minutes were approved as submitted.

**Coordinator's Report Review and Questions** – Katie Sevon submitted the Coordinator's Report to the Board electronically prior to the meeting. Discussed Healthy Talbot website sessions. No other questions.

**Nominating Committee Update**– Denise Whiteley presented that the Committee has been reaching out to potential candidates for Board membership. Discussed those who might be interested in membership. Katie Sevon informed the Board that the next Vice Chair should be a private member according to the Board process. Also discussed potential conflict of interest in approaching representatives from vendors to serve on the Board. Committee will continue to outreach potential candidates.

**Beyond Diversity Training** – May 16 and 17. Currently recruiting participants for the event. Twelve people have registered so far and there is room for 40. Discussed the importance of diversity within the training and encouraged Board members to share the training with their programs.

**TFN Proposal Status and Budget Review**– Katie Sevon reported on status of NOFA response to GOC. Angela Lane presented the proposed Budget for FY 18 and informed the Board that the Finance Committee reviewed and approved the budget and presents it to the full Board for approval. Highlighted the need for new computer for the Coordinator and the increase in proposed total to \$109,969 due to the competitive request. If TFN does not receive competitive funding, that amount will return to \$100,000. GOC should inform LMB's by June 1<sup>st</sup>. A discussion around insurance and other benefits ensued, and the Board was informed that since the Coordinator is hired as a consultant for the County. Angela made the motion that the Board approve the

Proposed Budget for the TFN CPA for FY 18, Doug Devenyns seconded, and all were in favor.

**TFN Staffing Update** – Jessica Morris provided an update on the recruitment for the Executive Director position. The job posting closes on April 28<sup>th</sup>. Katie Sevon left the meeting during this presentation and discussion.

**Other Business** – Board members had the opportunity to give program updates.

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