

**Talbot Family Network  
Board of Directors Meeting  
June 18, 2019 2:30PM**  
Talbot County Board of Education  
12 Magnolia St., Easton, MD

**Agenda**

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**The mission of the Talbot Family Network is, through collaboration with public and private entities, to identify and develop support systems for a safe, healthy, and caring community for all Talbot County children and families.**

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Welcome	Catherine Poe
Review and Approval of Minutes from May 2019	Catherine Poe
NOFA FY20/RFP Process Update and Planning Updates Updated Needs Assessment Executive Committee abilities during the summer	Katie Sevon
Coordinator's Report	Katie Sevon
Nominating Committee Report	Katie Sevon
Financial Report	Angela Lane
Board Retreat Planning Time and date preference	Katie Sevon

**Next meeting - September 17th, 2019  
Talbot County Board of Education, 12 Magnolia St., Easton, MD**

Talbot Family Network  
Board of Directors Meeting Minutes  
June 18, 2019 – 2:30 pm  
12 Magnolia Street, Easton, MD

In Attendance: Catherine Poe, Jeanine Beasley, Kelly Griffith, William Johnson, Angela Lane, Jazmine Gibson, Estela Ramirez, Linda Webb, Jessica Morris

Absent/Excused with Proxy given to attending member: Kathryn Dilley proxy to Jeanine Beasley, Marlene Thomas proxy to Jazmine Gibson

Absent: Anthony Smith, Dale Skinner, Cindy Green, Fredia Wadley, Pamela Chollet

Welcome by Catherine Poe.

Review and Approval of Minutes from May 2019 – Catherine Poe asked the Board to review the minutes from the May 2019 Board meeting. Kelly Griffith motioned that the minutes be approved. Linda Webb seconded the motion. All were in favor, Jessica Morris abstained, and the minutes were approved.

Notice of Funding Availability FY20 Update – Katie Sevon informed the Board that TFN received an award letter from GOC for the FY20 Community Partnership Agreement and is waiting on contracting documents. TFN received one response to the Nutrition and Gardening Education for Families program RFP and the Service Review Committee meets on Monday to review the application. William Johnson made a motion for the Executive Committee to be able to make the final decision regarding the Nominating Committee's recommendation for a vendor for the Nutrition and Gardening Education for Families program in lieu of a full Board vote. Linda Webb seconded the motion, all were in favor, none opposed and the motion passed.

Coordinator's Report and Program Report – Katie Sevon provided copies of the reports and reviewed key items. Katie informed the Board that an extension on the Regional Training Grant was approved. Katie also informed the Board about updates to the Healthy Talbot website. A recommendation was made that Board members check to make sure there is a link to [healthytalbot.org](http://healthytalbot.org) on their websites.

Katie Sevon reported out for the Nominating Committee stating that the committee met and reviewed potential candidates for the Board. Katie Sevon reached out to candidates who were nominated and requested resumes and gauging interest. Samantha Martinez was recommended to the Board as a new member by the Nominating Committee. Jessica Morris made the motion to approve the Nominating Committee's recommendation of Samantha Martinez, Jazmine Gibson seconded the motion, all were in favor and none opposed. The motion passed.

Angela Lane presented the financial report and informed the Board that spending is on track for FY19. She reported that TFN is still waiting on funds to arrive from GOC for the final payment.

Board Retreat planning. The Board discussed that they would have the retreat in September and discussed possible locations as well as topics. Since TFN will be updating some qualitative data through the community forum, surveys and focus groups throughout the summer, this can be

reviewed during the September meeting. Program vendors will be scheduled to present on their programs throughout the year.