



**TALBOT FAMILY NETWORK**  
**Board of Directors Meeting**  
**Tuesday, May 16, 2023 · 2:30pm · Meeting is open to the public\***  
IN PERSON: Talbot County Education Center | Virtually: [Zoom](#)

## Agenda

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**Through collaboration with public and private entities, Talbot Family Network will identify and develop support systems for a healthy, safe, caring and equitable community for all Talbot County children and families.**

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Call to Order	Jazmine Paxon
Approval of March and April Board Meeting Minutes	Jazmine Paxon
Executive Director's Update	Nancy Andrew
<ul style="list-style-type: none"><li>• Budget Modification Request 2 FY23 – for Board Approval</li><li>• Modification on Equity Grant Award FY23 – for Board Approval</li><li>• Equity Grants FY24 – RFP discussion</li><li>• Community Assessment – Update<ul style="list-style-type: none"><li>○ Review Resource Mapping</li></ul></li><li>• Board Meeting Schedule FY24<ul style="list-style-type: none"><li>○ Continue on the 3<sup>rd</sup> Tuesday of the month at 2:30pm?</li></ul></li></ul>	
FY24 Notice of Funding Available – Update	Nancy Andrew
Adjourn Meeting	Jazmine Paxon
<b>Next meeting -</b>	<b>June 20, 2023 at 2:30pm</b> (3 <sup>rd</sup> Tuesday of the month; generally, no meetings in July, August, December)

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*Quorum is 51% of the total board membership inclusive of at least one presiding officer. (8 of 15 members)*

\* Meetings are open to the public; however, the Board (or Committee as the case may be) reserves the right to meet in closed session in accordance with the Maryland Open Meetings Act, as applicable.

Posted online 5/12/23.

## TALBOT FAMILY NETWORK

### Board of Director Meeting Minutes

Tuesday, May 16, 2023 – Talbot County Education Center and Zoom

ATTENDING - In person: Pam Chollet, Linda Webb, Anthony Smith, Jazmine Paxon, Sharon Pepukayi and Nancy Andrew. Virtual: Estela Ramirez, Katie Dilley, Berenice Orellano, and Martha Sparks.

Absent: William Johnson, Chuck Callahan, Maria Maguire, Samantha Martinez, Cindy Green, Marlene Thomas.

The meeting was called to order by Chair Jazmine Paxon at 2:34 PM.

Minutes from the March 21, 2023 meeting were approved as presented. Motion to approve by Pam Chollet; second by Anthony Smith. All in favor; none opposed; none abstained.

Approval of the April 2023 Board Meeting minutes was deferred to next month.

#### **Executive Director's Update**

- FY23 budget modification request to move \$2,880 from Administration to Community Budget to support \$2,000 sponsorship of *No Such Thing as a Bad Kid* training; \$810 toward reprinting of the Healthy Talbot Guide; and \$70 toward refreshments for the Equity Coalition. Motion to approve by Anthony Smith; second by Jazmine Paxon. All in favor; none opposed; none abstained.
- One vendor has requested a budget modification request after the deadline which could result in ~\$10,000 being returned. Nancy will meet with them to try to identify ways to use these funds that comply with the LMB manual.
- Modification on Equity Grant Award FY23 – For All Seasons was approved for \$8,142 based on their request, but submitted an invoice for \$8,500, a difference of \$358 to be used toward food costs for their training event. Motion to approve by Jazmine Paxon; second by Anthony Smith. All in favor; none opposed; none abstained.
- FY24 Equity Grants will be offered as follows:
  - Up to \$8,500 per applicant
  - No matching funds required of first-time awardees
  - 25% cash match will be required of second- and third-time awardees
  - The Board will consider limiting the number of awards any one organization may receive for future grant periods

#### **Community Assessment - Update**

- Following the recent Resource Mapping exercise, workgroups will be formed around priority areas identified by Board:
  - Mental Health/Emotional Trauma in Youth (to be organized through the Talbot Mental Health Work Group)

Approved 6/20/23. Posted online 6/23/23.

- Kindergarten Readiness (to be organized through Talbot Early Childhood Advisory Council/TECAC) – initial meeting is set for June 28, 2023
- Childhood Poverty - including affordable housing and affordable childcare – the initial meeting is set for May 30, 2023

**Board Meeting Schedule FY24**

- After having a couple of meetings in the past year with no quorum, Nancy will send out a doodle poll attempting to identify a time that works for the majority of Board members (current and incoming).

**FY24 Notice of Funding Available – Update**

- TFN's submission has received no response to date.

Motion to adjourn made by Linda Webb; second by Jazmine Paxon. All in favor; none opposed; none abstained.

The meeting was adjourned at 2:58 PM.

Submitted by: Linda Webb