

## JM4C Board Meeting Minutes

**December 9, 2019 12:00 to 1:00 pm**

**Present:** Erin Davis (staff) , Lonnie Brigham Jr. (Chair), Billy Bob Grahm (Vice Chair), Carrie Kulinski ( Secretary), Mark Bumpus, Amanda Suarez, Jay Williams, Mary Orley, Kaitlyn Hathorn, and Chad Sullivan.

The meeting was called to order by President Lonnie Brigham Jr. at 12:01 pm

- 1. Welcome:** President Brigham welcomed fellow board members. No introductions needed.
- 2. Minutes & Finance:** November 11, 2019 Board minutes and November 21 Coalition minutes reviewed. No changes. November Financials reviewed. Motion made to accept the minutes and financials as presented: Billy Bob Grahm, Second by Mary Orley.  
**Motion passes**
- 3. Policy/ Procedure Review:** Erin Davis emailed the updated Policies for review before the meeting. No changes or discussion. Motion by Billy Bob Grahm to accept the updated policies as presented. Second by Mary Orley.  
**Motion passes.** Board members to receive their updated policy folder for signatures next month.
- 4. Office Space (discussion only):** The JM4C current lease ended in October. We have an extension until the end of January. The Building manager would like us to sign a two year lease for our current space. Our JM4C management believes we should look for an alternative space due to possible downsizing of the organization. The discussion was to reach out to the Hedberg Library for space, since we are part of the library organization. St. John Lutheran Church might also have space available. Carrie Kulinski will reach out to the church. If those spaces are not viable, we should look

at possibly renting our old office space on 6<sup>th</sup> floor for a lower cost than our current space. (\$1000 compared to \$600 a month).

5. **Holiday Hours:** The office will be open Monday (December 23), Thursday (December 26) and Friday (December 27) for limited hours.
6. **Cristian Luby Memorial:** Cristian Luby was a young man who died of a possible overdose on Opiates. The family asked that donations be given to JM4C in lieu of flowers or gifts. JM4C received a total of \$1300 in donations to focus on prevention.
7. **Youth Recovery Coaching Funds:** A total of \$1200 will be returned to Youth Recovery Coaching since they are now in a position to become their own financial agent. They have become a 501© 3 organization.
8. **Adjourn:** Motion made by Carrie Kulinski, second by Amanda Suarez. Motion passes. Meeting adjourned at 12:49 pm.

Minutes prepared by Carrie Kulinski, JM4C Secretary.

Signed  date 1/13/20