Campbell County CARE Board
(Community, Advocacy, Resources, Education)
Date December 15th, 2022

Present

☐ Commissioner Hamm	☒ Cris Schmitz
☐ Lindsy Turgeon	☒ Liza Thomson
☐ Richard Burton	☒ Amanda Muhlbauer
☒ Michelle Geffre	☐
☒ Megan Swords	☒ Kristin Young, Liaison
☒ Mikki Pierce	☒ Kyle Ferris, CC

The meeting was called to order by Cris Schmitz at **12:14 PM**. in the Commissioner's Board Room.

Consent Agenda:	Review of meeting minutes from previous meeting on November 17th, 2022. Liza Thomson made a motion to approve minutes. Seconded by Michelle Geffre. All in favor, motion carried.
Treasurers Report:	Presented by Kristin Young
	GARF, CCSC, and GARF are a bit behind on submitting reimbursements. To date, we have several agencies with invoices who have not submitted reimbursement packet. Personal Frontiers have not submitted to county 1% either, but all agencies are aware of the reimbursement cut off date of the 11th to be reimbursed in the same month. TANF CPI-Personal Frontiers added Organizational standards are administratively burdensome, but improvement from 4% last year, but low confidence on reaching the 70% needed for compliance. All reports and billing are up to date Michelle Geffre motioned to approve the Treasurers report. Seconded by Mikki Pierce. All in favor, motion carried.
Unfinished Business:	Public Relations and Social Media Strategy Mission and Vision, review and get boards input to create continuity between operations, mission, and organizations.

	Liza mentioned the stumbling blocks we are met with hamper awareness and understanding of board mission. Mikki Pierce presented strategic social media plan. Mikki Pierce motioned to approve strategic plan that will serve as a template for board priorities Seconded by Megan Swords. All in favor, motion carried. Reviewed committees and board members assigned to each. Michelle Geffre motioned to approve committees. Amanda Muhlbauer was added to the Finance Committee. Seconded by Megan Swords. All in favor. Motion carried. County Attorney Kyle Ferris attended meeting prior to call to order. Mr. Ferris has reviewed bylaws and made suggestions noted below. **RE: Page 2** KF asked if the reimbursement basis is clarified anywhere else? KY-In their contact and has been changed to monthly to reflect current standards. **Re: Article 5, Section 1 under meetings** KF We were going to take off the second Tuesday. Are we including language about posting on the site? KY removed that after recommendation KF clarified that meeting needs to be both, not one or the other. 3rd Thursday of every month, with significant notice, on site and newspaper of record Reason for change, take out the date, Advising against having the current language Because we are distributing funds to nonprofits, they need advance notice to respond **RE: Page 5 article 4 section 1d** All checks come thru the clerk's office so language simplified Kyle Farris left meeting at 12:07 PM.

	Amanda Muhlbauer motioned to accept the bylaws with edits based on Mr. Ferris' recommendation. Seconded by Mikki Pierce. All in favor. Motion carried.
New Business:	Kristin Young proposed considering personal development related to ROMA training. If a board member of sub-recipient has interest in attending conferences, send to KY for review.
Upcoming Calendar Items:	Next Board Meeting January 19th, 2023.

The meeting was adjourned at **1:11 PM**