

## Choice & Consequence

Meeting Minutes 3<sup>rd</sup> Quarter  
September 12, 2009  
Annual Retreat at Lake Cavanaugh

### Present

Colleen Williams  
Nadine Carter  
Rima Blackwell  
Sandra Olson  
Kathy Ketchum  
Deborah Parker

### Absent

Jana Kurrle  
Barbara Otonicar

**A.** Review of minutes from May 13, 2009: Sandra Olson needs to be added to the present list for the last meeting. Sandra was tasked with researching the process for getting the Marysville School District to link to the Choice & Consequence web site. Another omission was that the board voted to raise the private and corporate rate for TRIS from \$1200 to \$2500 for the 2009/10 school year. Barbara made the motion to raise the fee and Deborah gave the second. Colleen was tasked with updating the web site with the new pricing information. Deborah made a motion to accept the minutes with changes updated and Nadine gave the second.

**B.** GuideStar application has been completed and accepted. This helps make the organization more transparent and gives people information to help them make donations through a secure site. People can donate using credit or debit cards on FaceBook or through GuideStar. A secure site button has been put on the web site and people donating there will be taken to PayPal and can also use credit or debit cards. To date, \$550 has been donated through the two sites.

An extensive Better Business Bureau application was also completed this summer. Colleen has been working with a BBB staff to provide information for the development of their report on CC. The preliminary report will be ready for board inspection sometime next week.

**C.** Treasurers Report: There is a total of \$31,000 in grant funding available to date for Snohomish County schools this year. All the grants are gone. The Seattle Foundation has told us not to bother applying this year because they have refined their giving guidelines and we do not meet the criteria. The Seattle Foundation Youth Grant Making Board may still be a possibility when they decide what their priority is for this year. The ED will research this further. Deborah Parker advised the ED to look at the web site of a competitor, which will be done.

## Outstanding grant proposals

Pfizer	20,000
Nysether Foundation	10,000
PGCA	20,000
Bank of America	30,000
Safeco Insurance	20,000
Port Gamble	2,400
Everett Clinic	18,000
Glaxo SmithKline	20,000 (will be submitted next week)

Deborah and Nadine are tasked with contacting tribal tobacco prevention coordinators and recommend TRIS as an effective way to reduce tribal smoking rates.

The 2010 budget was approved. Total expected income is 166,612 and expenses are projected to be 149,996.64. This budget is bare bones and depends on service revenues being 132,012, which may be a problem with schools this year due to funding cuts. Nadine made the motion to accept the budget and Deborah gave the second.

The board members all received a copy of the 2008 990 and reviewed it. A copy will be placed on the web site under the nonprofit information link.

Nadine and Deborah are working together to put in for funding for Digital Smoke Signals from the Tulalip Tribe to do video clips of TRIS presentations to put on web sites. They will report at the December board meeting.

**D.** The Whistleblower, Conflict of Interest, and Records Retention Policies were reviewed. All board members received copies and signed and returned the signature sheets. A motion was made to approve the policies by Nadine and Sandra gave the second. They will be posted on the web site.

**E.** Article X was added to the bylaws to add a process for evaluating the organization on an annual basis. The executive director will provide a written report that outlines the results of the performance and effectiveness assessment and recommendations for future actions. The goals of the organization are on the business plan, which will be reviewed on an annual basis. Rima made a motion to amend the bylaws and Deborah gave the second. A copy of the amended Bylaws will be sent to the secretary of state and posted on the web site.

**G.** The Executive Director will have an annual performance evaluation conducted by the board of directors at each 4<sup>th</sup> quarter meeting. The ED job description will be used to develop a check sheet that will comprehensively evaluate job performance. The evaluation will be conducted by the board in a closed session in the absence of the ED.

**H. Business Plan:** The business plan was reviewed and discussed. Sandra suggested development of a follow up assignment for teachers to use after their students experience TRIS, maybe through a Power Point presentation on the web site. A previous power point presentation was developed several years ago. The ED will review and update the program and ensure that the assignment aligns with the Washington State Essential Academic Learning Requirements (EALRs) and Graduate Learning Expectations (GLEs), send it out for review to the board, and put it on the web site. The board agreed that marketing to other states is necessary in this economic downturn. Nadine made the motion to accept the business plans with revisions and Deborah gave the second.

**Survey:** The development of the survey tool is stalled. Jan-Olav Johannssen is providing support on a volunteer basis and he has been busy. Colleen sent out a letter of inquiry to the American Legacy Foundation requesting advice and for a grant application to support the research project. The letter was sent last week.

**I.** Sandra Olson has joined the board. She is the prevention/intervention specialist at Totem Middle School and is the TATU coordinator. Emi McElroy has joined the board. She is a paralegal at Starbucks. Nadine Carter has joined the board. She is the Tulalip Tribe Tobacco Prevention Program Director. Several suggestions were made to find new board members. Deborah suggested that we contact someone from an organization that supports the African American and Hispanic communities. Louis Salazar from the Washington Health Foundation and Aaron Snelling from the Everett Police Department have both been invited to sit on the board but have not yet responded. Nadine suggested contacting someone from a medical group. All board members and staff were tasked with finding new board members from their networks to build a diverse board. Sandra may have a contact in law enforcement that she will ask about joining.

Rima Blackwell is stepping down from the board to do other community service after having served in different capacities since 2003. She will be missed and we thank her for her years of service. Her last meeting will be December 2, 2009. Jana Kurrle also submitted a letter of resignation to leave the board to pursue starting a business of her own. Karen Fryberg has resigned from the board. We thank her for her service and wish her well with all of her endeavors.

Elections for the two year term of officers were held. Deborah Parker will serve as President of the Board. Emi McElroy is the new Vice-President. Nadine Carter will serve as Treasurer and Sandra Olson is the new Secretary. Barbara Otonicar remains on the board as a human resources officer via teleconference from Virginia.

**J.** Agenda items for the fourth quarter will include a survey update. The meeting dates for 2010 are tentatively set as February 17, May 19, September 11, and December 1, 2010, depending on room availability. The meeting was adjourned at 3:00 pm.