

Board Meeting Minutes

Children's Advocacy Center of Champaign County

August 22, 2013

Board Members Present: Julia Rietz, Dr. Kathleen Buetow, Dr. Deborah Townsend, Tamela Atwood, Barbara Daly (representing Regional Office of Education), Bryant Seraphin, Justin Bouse, Curtis Apperson, Michael Atkinson.

Board Members Absent: Representatives from Champaign County Probation & Court Services, Community Elements, Champaign Police Department, University of Illinois Police Department, and Mahomet Police Department.

Staff Present: Adelaide Aime, Executive Director

Guests present: None.

Call to Order: The meeting was called to order at 9:06 am by Julia Rietz, Board Chair.

Public Participation: None.

Approval of the Minutes: Townsend moved, Buetow seconded, that the minutes of the June 27, 2013 regular board meeting be approved as circulated. Motion carried unanimously.

Budget Report: Aime noted that the budget reports for both June and July are in the board packets. There is nothing out of the ordinary to report about financial matters.

Director's Report: Aime circulated her report electronically. There were no questions regarding the report; Aime added some additional comments regarding her first 10 weeks on the job. Aime noted that in her opinion the small size of the CAC staff (two people) leaves the organization vulnerable to severe disruption if one person has to be on leave. She recommends that over the next few years the agency look into either expanding or merging in order to increase organizational stability. Aime will report more details about the U of I Settlement money later in the meeting. She also advises that the job descriptions be revised to reflect pager responsibilities; she will bring draft language to a future meeting.

Communications: None. Aime asked if this is a necessary part of the agenda and all agreed it was not. It will be removed from future agendas.

Old Business: There was no old business to discuss.

New Business:

- *Community Foundation Proposal*: Aime informed the board that she intends to ask the Community Foundation for funding for a storage cabinet and a new kitchen countertop. Seraphin moved, Apperson seconded, that the board approve the submission of the grant proposal to the Community Foundation. Motion passed unanimously.
- *University of Illinois Settlement Grant*: Seraphin moved, Apperson seconded, that the CAC accept the University of Illinois funding for “endeavors dedicated to the protection of children”. Motion carried unanimously.
- *Sense of the Board regarding the use of the UI Settlement Money*: After a lively discussion, the board requested that Aime gather information on several potential uses for the UI Settlement money:
 - replacing the recording system;
 - hosting a forensic interview training here for local investigators;
 - sharing a forensic interviewer with another CAC;
 - hiring a forensic interviewer ourselves;
 - expanding community education without hiring additional staff;
 - purchasing needed items for the Center;
 - some combination of the above.

Aime will bring the information to the next board meeting.

- *Budget for the county board*: Aime noted that the proposed CAC budget distributed in the board packets reflects 13 months of spending; the county is moving from a December--November fiscal year to a calendar fiscal year. This budget also does not reflect the UI Settlement money which we were notified about long after this draft was submitted. All were reminded that since the CAC is solely grant-funded, the budget sent to the county represents spending authority, rather than a realistic plan for what we think might happen financially. Bouse moved, Atkinson seconded, that we approve the budget as distributed, and forward it to the County Board for consideration. Motion carried unanimously.

Closed Executive Session: Bouse moved, Atkinson seconded, that we skip the closed executive session. Motion carried unanimously.

Announcements: The next board meeting, scheduled for Thursday, September 26, 2013, will also be our Re-Accreditation Site Visit Day. Please try to attend.

Adjournment: At 10:45 am, Bouse moved, Atkinson seconded, that the meeting adjourn. Motion carried unanimously.

Respectfully submitted,
Adelaide Aime
Executive Director

Approved by the Board of Directors on September 30, 2013.