

Board Meeting Minutes-Regular Session
April 3, 2014
(Held in place of postponed March 27, 2014 meeting)

Board Members Present: Julia Rietz, Joseph Gordon, Tamela Atwood, Barb Daly, Sgt. Dan Morgan (Urbana PD), Robert Rea, Chief Michael Metzler (Mahomet PD), Justin Bouse, Curt Apperson.

Board Members Absent: Dr. Kathleen Buetow, Dr. Deborah Townsend, Juli Kartel, Matthew Myrick, Michael Atkinson.

Staff: Adelaide Aime, Executive Director

Guests: None.

Call to Order: The meeting was called to order at 9:07am by Michael Metzler, Chief of Mahomet Police Department.

Welcome and Introductions: Conducted.

Additions to the Agenda: Aime requested the addition of a brief Closed Executive Session during Old Business. Approved.

Public Participation: None.

Approval of the Minutes: Tabled until next month.

Budget Report: Aime circulated the Financial Summary; the financial information is current as of February 28, 2014. Both income and expenses are running a little low for this time of the year, but Aime expects spending to pick up before June 30.

Director's Report: Aime circulated the Activity Summary, including a list of non-confidential interview details. Twelve (12) children were interviewed at the Center in the past month.

Old Business: Aime circulated a chart detailing a proposal to consider hiring an additional, part-time clerical staff person. At 9:17 am, Daly moved, Metzler seconded that the Board move into Closed Executive Session in order to discuss a personnel matter. Motion carried unanimously.

CLOSED EXECUTIVE SESSION—minutes on file with the Executive Director

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At 9:50 am, the board returned to regular open session.

New Business:

- a. *Protocol Addition:* The CAC will need to modify the Protocol to cover the activities of the new CAC-based Child Forensic Interviewer. Aime distributed a proposed framework for the new section which the board deemed a good starting point. She will bring a draft to the next meeting for board approval.
- b. *Protocol Revision:* Although the CAC Governing Board has made annual revisions to the Protocol, some outdated provisions remain. Aime has been collecting sample Protocols from other Illinois CACs; she will use these as guides as she drafts revisions to other sections of the Protocol over the next few months.

Announcements: Next meeting scheduled for Thursday, April 24, 2014.

Adjournment: At 9:59 am, Apperson moved, Bouse seconded, that the meeting be adjourned. Motion approved unanimously.

Respectfully Submitted,
Adelaide Aime
Executive Director

Approved by the Governing Board on April 24, 2014.