**Executive Committee Agenda**

11:00 am, August 13, 2019

1. **Board Website** – We discussed the Board Website and will use it to communicate our documents and reports in advance for the August 28th board meeting. Trina will remind Committee Chairs to send reports to Chauntelle by the end of the day on the 22nd. On Friday the 23rd, Trina will email board members “log in” information and remind members to read all information prior to the meeting. (Note: use the back arrow to exit a folder and return to options page)
2. **Finalize August Board Meeting Agenda** – We discussed the August Agenda.
	1. Bylaws need to be revised. The Board President and Executive Director are responsible for ensuring a quorum. We agreed that it made better sense to have members who will miss a meeting communicate with the President and Director instead of through the Secretary.
	2. Annual Business Signatures. These forms have been confusing in the past. Chauntelle is going to separate them out instead of having them on one document. This will reduce confusion and assist in meeting grant requirements. As per our Board training this summer, we will include an updated version of the Board Role and Responsibilities. In the past this was listed as the Board Code of Ethics.
3. **Board Committees** – Committee Reports due the Thursday before Board Meetings. Please meet as soon as possible with your committee to discuss the scope of the work, objectives for the year, and potential committee members needed.

August Agenda

**Vision Statement:**  Community Partners Standing Against Violence

**Mission Statement:**  Provide safety, education and empowerment to victims of violence and the community

**Board Members**: Trina Caudle, Ann Thomas, Dan Mattos, Barry McHugh, Sheri Weistaner, Ben Johnston, Eden Irgens, Rebecca Reeves, Alison Roberts, Victoria Michael, and Chauntelle Lieske, Executive Director

**Call to Order**

**Approve July Minutes:** (Motion Required)

**Annual Business:**

* Revise/Review/Approve Bylaws (Motion Required for changes)
* Board Roles & Responsibilities (sign)
* Confidentiality Statement (sign)
* Conflict of Interest (sign)

**Goal #1: Safe Passage maintains, improves, and enhances existing programs to prevent and respond to domestic and sexual violence.**

Executive Director Report - Chauntelle

CAC Accreditation/CAC Committee Report – Barry/Sheri

**Goal #2: Safe Passage expands services, programs and reach to ensure the needs of all victims of domestic and sexual violence are being met.**

**Goal #3: Safe Passage has the personnel, infrastructure, and capacity to further its mission**

Finance Committee Report – Ben

* Approval of July Financials (Motion Required)
* Financial Standards Policies and Procedures – online vote acknowledgement

Development Committee Report – Victoria

* Martini Affair Update

Facilities Committee Report – Rebecca

*Announcements: Committee Reports due the Thursday before Board Meetings. Please meet as soon as possible with your committee to discuss the scope of the work, objectives for the year, and potential committee members needed.*