



Executive Board Meeting Notes
 March 18, 2016/ 9:30 a.m. to 11:00 a.m.
 Little House 131 Avocado Ave. El Cajon, CA 92020

Executive Team Meeting Purpose:

To engage in leadership, visioning and strategic direction for the El Cajon Collaborative

Meeting Goals:

To renew Executive Team member commitment, hear updates from Executives regarding their organizations/projects and to review the Coordinator’s activities

Agenda Items	Action
<p>I. Welcome and Introductions: In attendance: Dana Stevens, Laura Mustari, Barbara Ryan, Verna Griffen-Tabor, Jane Cruz Alfano Staff: Carol Lewis</p>	
<p>II. Approval of December 18, 2015 Meeting Notes Jane motion, Barbara 2nd, Approved 5-0</p>	Approved
<p>III. Finance Committee Update *See attached finance report a. January Financial Report- Barbara shared that we will be starting 2016/17 in good financial shape. Finance Report was approved without questions. b. New Accountant- Carol shared some information about the new accountant, Linda Webb. She will be putting together a new report format after she obtains the records from Barbara Moser. A new column will be added to show expenses from the previous year so that we can compare.</p>	<p>Approved</p> <p>Approved</p>
<p>IV. ECC Executive Team Business a. Fiscal Year 2016/17 Planning Budget- Discussed the process. Finance Committee will meet the next two months and present a draft budget to be approved in June at the Executive Team meeting. b. Strategic Planning / Goals- Quickly reviewed the strategic goals and mission statement. Goals and mission statement should be more inclusive of intergenerational or senior programs. It was agreed that we should have a strategic plan in the future for grant applications. The Core team is looking at the guidelines and will bring recommendations for updates and changes to the Executive Team in June. Laura also mentioned that her term as President ends in June. We hope to have a new candidate at our June meeting. c. Funding Opportunities- Carol shared that she will be attending the County’s Industry Day for new funding opportunities with Dana. She is also working with an intern at CASA to create a report of the resource website that can be used to show data to support healthcare access and basic needs. No one is sure what is going to happen with the CX3 contract. SANDAG may begin again in 6-9 months. There may be opportunities to work with neighboring cities to expand the</p>	<p>Finance Committee to begin the process and draft a budget for approval.</p> <p>Carol will send out a Google Doc version of our ECC Guidelines for review. Revisions can be made on the docs and submitted. Carol will create a draft to be discussed at our June meeting.</p> <p>Carol will continue to look at funding opportunities.</p>

website, community health clinics or the City of El Cajon.	
<p>V. Coordinator Report a. See attached report Carol reviewed the Coordinator’s Report. The past three months the Council has been learning about Mental Health services for Youth. Carol met with leadership at CVUSD to work more closely together and utilize the website more. She will also be meeting with counseling staff and the newly hired liaisons. The Resource Website use continues to grow and new pages are added. It is being updated every week or two. CVUSD’s Personnel Dept. is now using the ECC Facebook page to promote employment opportunities.</p>	No action needed
<p>VI. LH Avocado Board Update LH Avocado Board has been looking at lease agreements and rental rates. No action was taken at this month’s meeting. This will be a future discussion. The Board approved to increase the internet speed and new phones with updates. Carol negotiated the rates to remain about the same with a three-year contract.</p>	No action needed
<p>VII. Core Team Updates Dana shared that the Core Team looked at the guidelines this month and will continue to review them over the next few months. They will send their recommendations for updates or changes to the Executive Team at the June meeting. Dana is looking for a replacement to serve as Chair when her term ends in July. She will help transition them into the position and mentor them.</p>	No action needed
<p>VIII. Announcements Home-Start is continuing their free tax services at Little House. Laura will send out a flyer to everyone.</p>	
<p>IX. Adjournment and New Meeting Date Friday, June 10th, 9:00 a.m. Little House Conference room Meetings to be held on the second Friday instead of the third.</p>	Carol will send out a calendar item.

Mission:
The El Cajon Collaborative builds relationships, leverages resources and promotes best practices to enhance the quality of life for children, youth and families in our community