



**El Cajon Collaborative**  
 Executive Board Meeting Notes  
 September 18, 2015/ 9:00 a.m. to 10:30 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><b>I. Welcome and Introductions:</b>            In attendance: Dana Stevens, Mary Case, Laura Mustari, Barbara Ryan            Staff: Carol Lewis</p>	
<p><b>II. Approval of June 18, 2015 Meeting Notes</b></p>	Approved
<p><b>III. Finance Team Update</b>            *See attached finance report            2014/15 FY Yearend report and July report. Reports were approved.            Discussion of the \$20,000 restricted reserves for ECC. It was recommended that it be moved to the general operating account now that it isn't needed to support the mortgage for Little House.</p>	Approved  Approved
<p><b>IV. ECC Executive Team Business</b></p> <p><b>a. Membership-</b> Many members have not been attending the meetings. Laura will contact Verna, Rosa Ana and SDYS. Reviewed the membership roster.</p> <p><b>b. Grant Recommendations-</b> Grant proposals should be approved by the Executive Team before submitted. If the time is too short to wait for a meeting, it will be submitted to the Rapid Response Team.</p> <p><b>c. Guidelines-</b> Executive Team guidelines were reviewed along with the CORE Team guidelines. Barbara shared why the guidelines have worked in the past, but they can always be changed to meet the current needs of the collaborative.</p>	Laura will check with missing members to see if they are still interested.
<p><b>V. Coordinator Report</b></p> <p><b>a. See attached report</b>            Coordinator report was brief because each attendee had already attended meetings where the report was shared.</p>	No action needed
<p><b>VI. LH Avocado Board Update</b>            Suzie was absent so there wasn't a report. Dana shared a few things that were happening such as the new members and elected officers.</p>	No action needed

<p><b>VII. Core Team Updates</b></p> <p><b>a. Fund Development-</b> Dana shared that we didn't receive the Robert Wood Johnson grant invitation although we knew it was a long shot. It did help Dana and Carol develop a strategy for future grant proposals for collecting data and resources. Grossmont Healthcare District proposal will be submitted by the end of September. Should be considered in October. Carol and Dana will submit grants to the Executive Team or Rapid Response group for approval before applying.</p> <p><b>b. Strategic Planning-</b> Promise Zone opportunity for the City of El Cajon and stakeholders to apply. The Collaborative is the convener of the meetings to start the discussion. One meeting has happened already and there was a commitment. The Executive Team will be invited to future meetings.</p> <p><b>c. Core Team Members-</b> Dana will align the membership to meet the guidelines for the Collaborative.</p>	<p>Submit grant</p> <p>Carol will send out invitation to meeting</p> <p>Align membership</p>
<p><b>VIII. Announcements</b> No announcements</p>	
<p><b>IX. Adjournment and Next Meeting</b> <b>Friday, December 18<sup>th</sup>, 9:00 a.m. Little House Conference room</b></p>	<p>Carol will send out a reminder</p>

**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