**Minutes – Kids First Trust Fund Meeting**

**August 20, 2020**

**-- Zoom Session --**

**Board Members Present:** Candes Shelton, Richard Hug, Will Young, Doug Weinberg, Jeni O’Malley, Christina Hage, Laura Smith-Wynn, and S. Maria Finnell

The group acknowledged that a quorum WAS present.

**Call to Order / Welcome:** Board Chair Candes Shelton called the meeting to order at 10:30 AM (Eastern).

**Approval of Minutes:** There was no objection to the minutes of the June 18, 2020 meeting as submitted.

**Financials:** There was a brief review of the financial figures which had been distributed prior to the meeting. It was noted that there was little change from the last report. Chair Shelton asked Will Young when the budget for 2020 would be expected. He agreed to follow up the appropriate DCS officials and get back to the group. Recommended action on the budget will be undertaken by the Planning Committee.

**Update of KFTF Bylaws:**

Chair Shelton introduced the major action item on the agenda, the vote on the revisions to the bylaws recommended by the Governance Committee. Rick Hug reviewed the summary of the changes using the Governance Committee report on the bylaws sent to Board members on August 6 along with the text of the changes (attached). After the presentation and brief discussion **the revised bylaws were approved as submitted on a roll call vote, 8-0.** (Roll call votes are required by law for electronic sessions.)

**Committee Reports: Governance**

Rick Hug reviewed the notes on the Governance Committee’s telephone discussion with Bart Klika of Prevent Child Abuse America (attached). Further action on the suggestions from Mr. Klika will be undertaken by the Planning Committee as part of its strategic planning effort.

**Committee Reports: Planning**

Doug Weinberg reported that the committee had met and begun its review of an updated draft of the current strategic plan. The committee will work on the mission, vision, values, and objectives sections of the plan at its next meeting with the goal of having revised drafts available for the October board meeting. Early work on the strategies section of the plan has begun but will await completion and board advice on mission, vision, values, and objectives. In preparation for its work the committee will review the strategic plan of Prevent Child Abuse Indiana and documents from the current Indiana child abuse and neglect prevention framework (planning) project.

As noted in the minutes of the last meeting, Doug is a member of the advisory group for the prevention framework project. He reported on the first meeting of the group (June 26) and noted that documents shared with the group had valuable information about child abuse and neglect and prevention activities in the state (attached). He said that the consulting group managing the project had been polling committee members to get further information, that another packet of information had been prepared for review, and that the group would be meeting again next week.

The Planning Committee is also working on proposed legislation to allow KFTF to apply for 501 (c) (3) status to enhance its fund-raising capability. The effort will begin with the legislation prepared in conjunction with Senator Zay and others for the last session of the General Assembly. A meeting has been scheduled for September 3 with DCS Director Terry Stigdon to discuss the legislation. A meeting with the Governor’s office will follow.

**Committee Reports: Board Development**

Chair Laura Smith-Wynn briefly reviewed a draft of a document related to orientation needs that she expects to send to board members. She also suggested that the KFTF could benefit from a membership manual.

At the present time the plan is for the Board Development committee to serve as a nominating committee for Board officers. That function has been delayed until later in the year to allow new members to become better acquainted with the organization and fellow board members. There was a discussion of how the nominating process might happen – a slate from the committee, nominations from the floor, or some other approach. No decision was reached.

**Prevent Child Abuse Indiana Report:**

Representatives from PCAI had asked to be placed on the agenda after noon because of other commitments in the morning. But since the board had completed most of the business for the day by 11:30 AM and since no new quarterly report from PCAI needed to be presented, the group decided to forego the report and adjourn early.

**Final Discussion:**

Chair Shelton began a discussion of board meeting frequency and duration. She noted that meetings had been held quarterly and had lasted for four hours. She said that the new pattern was to meet bi-monthly. Members indicated that four-hour time commitments were particularly difficult to schedule and that more frequent, shorter meetings probably helped with continuity.

There were some comments and praise for DCS work on the latest version of the webpage. It contains board minutes and other useful information about the board and its activities. It was agreed that the Communications committee should review and monitor the page going forward.

It is expected that the next board meeting on October 15 will need to be held virtually. Chair Shelton noted that if it is NOT held virtually at least four members will need to be present in one site in order to make the proceedings legal. She thanked PCAIN for the use of their Zoom account and for the use of the meeting room in the recent past.

**Adjournment:** The meeting was adjourned at 11:40 AM.