

St. Anthony-New Brighton Family Services Collaborative Board Meeting

Monday, Jan 9th, 2023

4:00-5:30 pm

In person: Saint Anthony Village Hennepin County Library
2941 Pentagon Drive, Saint Anthony Village 55418

Or Virtual:

<https://us06web.zoom.us/j/82153232217?pwd=RHBGY2VvYVlnUzI0anVTWVdNd3RlZz09>

Meeting Agenda

- 1. Welcome & Introductions**
- 2. Meeting Minutes**
Review [December meeting minutes](#)
- 3. Collaborative Coordinator Position**
Next steps in filling position
- 4. Strategy discussion on big picture next steps**
Do we recruit new board members before finalizing bylaws or vice versa?
Is there any paid external help that we need or could we benefit from?
- 5. Items necessary for minimal compliance with state/county collaborative requirements that are not currently in place.**
 - a. Board member: Corrections
 - b. Financial or in-kind contributions to an integrated fund
 - c. Bylaws:
 - [Draft of Bylaws](#)
- 6. Draft Agenda for Jan 25 meeting**
- 7. Schedule Feb meeting(s)**

**** Next Meeting is January 25, 2023 4:30p-6pm @ Faith United Methodist Church
2708 NE 33rd Ave, Minneapolis, MN 55418,**

FSC Meeting January 9th
Present Jackie, Lucy, Sully, Catie, Jeff, Tammy

Welcome and Intro

Minutes

Collaborative position: What are thoughts on filling coordinator position Jackie shared her experience from a Hennepin rep meeting. She asked there about how our group can exist without a coordinator position. We as the board can make decisions and as long as staff is doing the time studies so we get paid we can still exist. Jackie feels the position is needed but found this helpful. She also learned some other models exist to have contractors or consultants to help run this position outside of the school. Jeff raised the concern about would our 10% for administrative costs be enough to cover this. Jackie shared she got the sense there was some flexible thinking and Catie wondered if we could be using that same percent of unspent years. When asked by Jeff, Jackie clarified that she had a couple of contacts who might be able to take on the position or give other suggestions. Lucy liked the idea but raised the concern that we do not just want to imitate other groups. Catie raised the question of how we clarify who we are and what we want to be. Jeff raised the point that we want to clarify who we want to be but it is hard since we are still a little nebulous. Jackie felt we do have a sense, even if we have not formalized it. Catie asked what a way to move forward would be. Jackie suggested we contact the person in Minnetonka to see if there was interest in helping but keep the scope limited. One of the concerns among the board is around the Random Moments study. Jeff suggested a different role for an outside person would be to have someone work with us on strategy and develop our systems so we know what we will need for our coordinator. Jackie said we could look for an RFP for equity and planning - especially around diversity. Lucy made the point that a good consultant would do this research so would not need prior knowledge Jeff said he liked the idea of strategic planning but with an equity lens. Lucy named that we do not want an "equity lens" to be code for BIPOC or non-white. Catie suggested expanding our numbers to be more inclusive. Lucy said we probably need to do some work as a group first. **Catie clarified that we feel we are ready to pause on coordinator and next step is to create an RFP to a consultant. The group all agreed on this. Jeff asked who could do the work of creating an RFP Lucy said she would be happy to help and bring her experience Catie said she would be glad to help but doesn't much the experience Jackie said she does not have the time. Catie agreed to make a start and check with Lucy.**

Catie asked if we should hire a bookkeeper. to help create a system for tracking our finances Jeff suggested a better goal would be work on spending the money. Jackie made the point we need to have someone in charge of tracking.

Jeff will work on an expense report for our next meeting.

Lucy will give Rene an update and Catie will talk to Ann.

Compliance points - Do we need someone from Corrections? Catie will keep investigating this. Our other need is Head Start as a required board member. We will need to fill these slots eventually.

Integrated fund - Tammy will ask her contact about that.

Future Agenda - Funding, Fiscal Report, RFP, Setting meeting times

Next meeting: January 25th, 4:30 @ Faith United Methodist Church