

**Campbell County CARE Board**  
 (Community, Advocacy, Resources, Education)  
*Reduce poverty by allocating resources to support human service agencies.*

**January 13, 2020**

**Present**

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| <input checked="" type="checkbox"/> Commissioner Maul          | <input checked="" type="checkbox"/> Sarah Starks     |
| <input checked="" type="checkbox"/> Sandy Lenz, Chair          | <input checked="" type="checkbox"/> Michelle Geffre  |
| <input type="checkbox"/> Jessica Gladson, Vice-Chair           | <input checked="" type="checkbox"/> Felicia Messimer |
| <input checked="" type="checkbox"/> Tami Maher, Treasurer      | <input checked="" type="checkbox"/> Beth Raab        |
| <input checked="" type="checkbox"/> Cara Mittleider, Secretary | <input type="checkbox"/> Ivy Castleberry             |
| <input checked="" type="checkbox"/> Brittany Bucholz           | <input type="checkbox"/>                             |

The meeting was called to order by Sandy Lenz at 12:12 p.m. in the Commissioner's Board Room.

<b>Mission Moment:</b> -	<p>City of Gillette on behalf of the YES House applied for and was awarded a CDBG (Community Development Block Grant) award to help replace three kitchens at the YES House!!</p> <p>Today is Brittany and Commissioner Maul's last day on the CARE Board. Brittany decided to not run for re-election and Commissioner Maul will be replaced by Commissioner Shelstad as the CARE Board Commissioner representative next month.</p>
<b>Meeting Minutes:</b> -	<p>Cara moved to approve the November and December minutes. Bob seconded the motion. Motion was voted on and passed unanimously.</p>
<b>Treasurer's Report:</b> -	<p>All looks well, GARF and Senior Center are working on a way to make their reports more efficient to create and present to the CARE Board.</p> <p>CARE Board discretionary fund balance: \$2,477.86 as of today. Only expenses FY20 have been CARE Board retreat lunch and mileage reimbursement for Sarah.</p> <p>Felicia moved to approve the report. Sarah seconded the motion. Motion was voted on and passed unanimously.</p>
<b>Unfinished Business:</b> - <b>CARE Retreat updates</b>	<p>Meeting with Commissioner's in February will be very hard due to the Commissioner's being in legislative session.</p>

	<p>For March hearings, so far we're expected to stay flat for allocations. We will hear more about budget closer to the hearings of any changes.</p> <p>Facebook page – we must leave page as a private group. Felicia will help find a strategy for the page in the coming months.</p> <p>Meeting minutes can be emailed out as a DRAFT copy to the CARE Board after the meeting. There must be NO discussions via email/phone/person about the minutes – you can respond to the minute-taker only, but do NOT reply to all with questions/suggestions/edits/etc.</p> <p>We will start to contact the agencies monthly for a “check-in”. Cara will post monthly an “about me” each month for our agencies to get to know the CARE Board.</p>
<p><b>New Business:</b></p>	<p>Beth would like to look for some assistance for the 1% application and getting an information sheet typed up for the CARE Board to review along with all applications. Sandy, Cara &amp; Felicia volunteered if time permits.</p> <p>Michelle submitted an official letter to Sandy and the Board to ask to serve a second term. Cara moves to accept Michelle's offer to serve for a second term on the CARE Board. Felicia seconded the motion. The motion was voted on and passed unanimously.</p> <p>Jessica Gladson submitted an official resignation from her appointed CARE Board position as of today, January 13<sup>th</sup>.</p> <p>Michelle moved to transfer Cara to fill the remainder of Jessica's term, an appointed position, on the CARE Board. Sarah seconded the motion. The motion was voted on and passed unanimously.</p> <p>Cara accepts the transfer to fulfill the remainder of Jessica's appointed position on the Board, this leaves two open positions that are elected by the low-income population.</p> <p>Cara retracted her application for the open CARE elected position submitted last week via email to Beth.</p>
<p><b>Agency/Committee Update:</b></p>	
<p><b>Upcoming Calendar Items:</b></p>	<ul style="list-style-type: none"> <li>• Board Election: 1/24/20 at 11:45-12:15pm – Day of Hope at the Soup Kitchen: low-income population</li> </ul>

	<p>elects TWO open positions on the CARE Board. (Cara &amp; Michelle will be there)</p> <ul style="list-style-type: none"><li>• Next Board Meeting: 2/10/20 at 12pm in the Commissioner's Board Room.</li></ul>
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The meeting was adjourned at 1:06 p.m.

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