

MBFP MEETING MINUTES

Meeting date | time OCT 12, 2020 | 6:00pm | Meeting location ZOOM

Meeting called by LISA MCOMBER
Type of meeting MONTHLY
Note taker MELONIE ANCHETA
Timekeeper KANDI CAMACHO

Attendees: (16)
Kristi Slette, Melonie Ancheta, Kandi Camacho, Lisa McOmer, Rochelle Holloway, Linda Kerth, Debbie Ahl, Zanna, Jessica Bee, Richard Whitson, Wa'Lynn Sheridan, Debb Jann, Carl McDaniel, Laird McHattie, Joni Hensley, Carol Armstrong

AGENDA TOPICS

Time allotted | 10 min | Agenda topic Approval of minutes, Introductions, Board Development Status | Presenter Lisa

Report on progress toward board development was discussed. Lisa presented the final list of demographics worked on by the committee and shared the outcome. At this time we will need 19 total board members consisting of: 4 Officers (Chair, Co-Chair, Secretary, Treasurer), 15 Board members representative of the community.

At this time we will leave any unfilled positions open for future board members who may fill the desired demographics rather than fill all seats if we do not have candidates. Members of the partnership requested a copy of the demographic material.

Action items	Person responsible	Deadline
Demographic Material and resource list	Lisa	Nov 11, 2020

Time allotted | 20 min | Agenda topic Board Structure | Presenter Melonie Ancheta

Discussion ensued regarding the correct terminology needed to describe the board and committees. A chart was provided for visual discussion. Questions arose regarding the decision making and reporting structure. At this time, the final decisions regarding this topic are being worked on by the committee. Carl McDaniel suggested that the actual board members should be the final decision makers on projects in the future. Joni Hensley expressed that community can get involved through volunteering on committees and subcommittees developed to assist the board.

It was determined that this subject needed to be discussed further and tabled at this time. The committee will research further and present the pros and cons at the next monthly meeting.

Action items	Person responsible	Deadline
Research pros and cons of decision-making structure w/in board. Committee will discuss options and best practices	Melonie Ancheta	Nov 11, 2020

Time allotted | 20 min | Agenda topic Board Recruitment Process | Presenter Lisa McOmbler

Lisa shared with the partnership the work she has done on developing a board recruitment process for newly nominated or interested community members as board members. The details of the process were discussed and a recommendation to form a Selection Committee to carry out these tasks in the upcoming weeks was presented to the members. It was suggested that anyone wanting to apply for a board position should not volunteer as a Selection Committee participant. We agreed on a committee of at least (4) volunteers. At this time, we have one person interested in volunteering for this role. An effort to elicit additional volunteers from the absent members will be conducted.

At this time, the standing committee will fill in as the Selection Committee until efforts to gather more volunteers are made. Members of the committee available to fill this role are limited to (1) at this time.

Action items	Person responsible	Deadline
Send out letter to members to ask for volunteers for the Selection Committee roles	Lisa McOmbler	Nov 11, 2020

Time allotted | 15 min | Agenda topic Logo/Name/Flier | Presenter Melonie Ancheta

A new name and logo for the future board was decided on. The new name of the group moving forward will be: Foothills Community Alliance. Members voted via poll on choices presented. The goal of the newly named board will be to adequately represent the board in the community beyond the 5-year partnership with MBF. At this time, there is no objection to forming a new name or using the logo presented for future website, social media presence or correspondence. Debbie Ahl confirmed that MBF does not care what we name ourselves. She stated our relationship may go on for many years beyond the 5-year plan.

Action items	Person responsible	Deadline
Committee members will develop marketing material to be used to attract the community and inform them of the progress, goals and need for new board members	Committee	Nov 11, 2020
Using the new logo and name; the committee will move forward on scheduling printing of fliers, setting up website, FB pages and mailout fliers for the community	Committee	Nov 11, 2020

Time allotted | 10 min | Agenda topic Website Progress | Presenter Melonie Ancheta

Melonie discussed the basic content she will put in the website. It was suggested by Kristi that we set up links to community studies, Chamber of Commerce, School Dist., Water Dist., PSE, Fire Dept., Resource Center and other organizations in the Columbia Valley, as well as scheduled meetings for all in an events calendar. Kristi provided a list of resources in chat that may be helpful in developing content for the website.

Action items	Person responsible	Deadline
Design Website, obtain new domain, new email	Melonie Ancheta	Nov 11, 2020
Conduct a wide outreach to saturate the community	Committee	Nov 11, 2020

Other Items:

Bylaws and Policies: These items are in process and will continue to be worked on by the committee.

Zoom Account: It was decided that we should go forward with obtaining our own Zoom Account for future Board Member use. Funds have been dispersed at this time from MBF to WFCN for use.

Email Account: A new email account will be set up to represent the newly named board: FCA

Domain: A new domain will be purchased to develop the new website.

Communication Methods: Monthly meetings will include the public via invitations on social media, email and phone if possible. The committee will put forth an organized effort to include fliers, newsletters, etc. about the new board efforts and the partnership with MBF through various sources. Efforts will be made to cover all areas being serviced as well as smaller pocket communities within the Columbia Valley outside of Peaceful Valley and Paradise developments. Efforts to reach people in the community who receive mail via P.O Box will be addressed as well.

Scheduled Monthly Tasks for Committee:

1. Form a Selection Committee
2. Bylaw and Policy formation
3. Outreach efforts to all community members and organizations
4. Website Development
5. Set up social media presence
6. Firm up Board Recruitment Process for Selection Committee use.
7. Finalize flier and advertisement materials

Next Meeting:

November 11, 2020 6:00PM

Meeting Minutes submitted by:

Lisa McOmber