**MINUTES**

# Coalition for Youth & Families

**Location**:

**Date**:
**Members**:
**Time**: 9:00-10:00

1. Call to order 9:00
2. Roll call/Introductions 9:00
3. Open issues: (Any item followed with a number will be addressed in the Action Item table at the end of the document.)
	1. ***Membership***
		1. MOA’s need to be signed if you haven’t signed one yet 1
		2. Member Accountability as outlined in the strategic plan:
			1. The Coalition unanimously voted that:
				1. All members will attend 8/10 coalition meeting throughout the year. If a member attends less than eight (8) meeting they will be contacted by email from the chair of the leadership team (currently Chelsey). If no response, a second (2nd) email will be sent. If no response, that person will be terminated as a member of the Coalition for Youth and Families.
				2. The sign in sheet from each meeting will be entered into a spreadsheet that will be monitored in order to hold members accountable.
				3. If a member cannot attend a coalition meeting, they will notify a member of the leadership team (currently Chelsey or Amanda) or send a proxy, unless they are a sector representative, as outlined in the Strategic Plan.
	2. ***Teen Night***
		1. Members Welcome!
			1. January 15th, 2020
				1. Open house from 6:30-8:30
				2. Food & drink provided
	3. ***Vision***
		* 1. The Coalition unanimously voted on our new vision:
				1. “Every Person Matters. Every Moment Counts”
	4. ***Strategic Plan***
		1. Chelsey Eaton updated the Coalition on the strategic plan deadlines over the next month.
4. New business: (Any item followed with a number will be addressed in the Action Item table at the end of the document.)
	1. ***Logo***
		1. Discussed logo sent over from Boe and established that we wanted to go in a different direction. People, community and CYF are all elements that we want to implement into our logo to represent our Coalition.2
	2. ***Mental Health First Aid Training***
		1. Flyer distribution6
	3. ***Community Survey Results***
	4. ***Volunteers***
		1. Volunteers needed for coalition activities and events
	5. ***Coalition Survey***
		1. Please fill out coalition survey link attached to email from coalitionforyouthandfamilies.org5

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|  | Action Item | Owner(s) | Deadline | Status |
| 1 | Sign MOA | All Members | 2/11/2020 | In Progress |
| 2 | Meeting w/ Boe | Chelsey Eaton | 1/23/2020 | In Progress |
| 3 | Send flyer to members | Chelsey Eaton | 2/11/2020 | In Progress |
| 4 | Volunteer List | All Members | 2/11/2020 | Not Started  |
| 5 | Complete Survey | All Members | 2/11/2020 | Not Started |
| 6 | Distribute flyers - MHFA | All Members | 3/19/2020 | In Progress |

\*please let me know if you have any additional action items or amendments to the minutes.