

MAC Board Meeting @ MAC Office, St. Paul
June 8, 2017 - Meeting Minutes

I. Called to Order at 10:03 a.m.

Those present:

Board of Directors: Vanessa Barr, Sara Miller, Vicki Walechka, Dresden Jones, Dianna Umidon, Chris Jensen, Kelly Nicholson, Denise Loy

By Phone: Shane Baker, Shawn Becker (partial attendance)

Executive Director: Bobbi Holtberg

MAC Staff: Danielle Kluz, Julia Tindell

II. Review-Changes/Additions

Changes: None

Additions: Bobbi Holtberg (ED) would like added to the agenda each month the topic of Strategic Planning so the Board can review what is happening or needs to happen in regards to the strategic plan.

Motion to approve June 2017 agenda with changes.

Motion 1st: Vicki Walechka

2nd: Sara Miler

Approved

III. Consent Agenda Items

- Secretary's Report

Reviewed May 2017 Minutes. Correction on page 2 of the minutes, section IV. Updates, bullet point: Budget & Finance Committee – should be MAC, not MA.

Motion to approve the Secretary's Report from May 2017 with the correction.

Motion 1st: Dresden Jones

2nd: Chris Jensen

Approved

- Treasurer's Report

Reviewed May financials. Donation was from Diane Homa from MADD and sales of pottery at the OJP conference – thank you!!

Motion to approve Treasurer's Report from May 2017.

Motion 1st: Sara Miller

2nd: Kelly Nicholson

Approved

- Director's Report – see Director's report in Board packet for full report.

-MAC is reaching out to other counties to encourage them to apply for the GC County/Attorney funding that is available. Going to do a webinar for County Attorney's Association to discuss the grant application. Want to see the money spent and not go back for other use. Encourage and reach out to other counties that you know to apply if they are eligible.

-In regards to legislative/policy – FY18 Federal Funding (VAWA) will decrease. VOCA looks to be reduced 17.2% (\$6 million). Don't think there will be a lot of changes in MN for FY18.

-We now have 60 members!! Did outreach at the OJP conference. We represent 53 counties in the State of MN.

-Had major issues with WebEx with the last webinar. Not using them again next year; will be switching providers for webinars.

-Evaluations being developed for use by Aurora Consulting will be through Survey Gizmo rather than Survey Monkey. Will be ready for use at the Fundamentals Training.

-Fundamentals training is two weeks away and we are full!! We have a waiting list of 10 so far. There has been a change in the presentations and will present “Scales of Victimization” rather than Ethics topic.

-The metro-based general crime victim services grant went to Cornerstone, will house advocates in Minneapolis, asking for a satellite office in south Minneapolis.

-Starting July 1, 2017 the emergency fund dollars of \$150,000 will be located with Cornerstone and they will handle all the administration of the dollars; Cornerstone had to devote one full-time person to handle and issue emergency dollars; emergency dollars are open to all counties in MN.

-Discussion of creating a technical assistance plan for new counties that are funded with the new GC dollars to help them start their programs.

-OJP is doing more financial oversight due to requirements with federal dollars. All grantees were sent a letter outlining the upcoming changes. OJP is not providing advance dollars to grantees anymore. Will be doing risk assessments on all grant programs; grant analysts will complete the risk assessments but programs do not get a copy unless you specifically request it. If you have questions on how you are graded, contact Cecilia, not the grant analyst.

-NITVAN grant was submitted. The grant creates a network of programs within the State of MN that are concerned with victims of identity theft. Fifteen programs are involved at this point. MAC wants to create a larger group for networking and training. This is only a one-year grant for \$50,000; October 1st start date. Part of the grant funds can be used to pay for a coordinator and this funding will provide additional funding for Julia to work full-time (1/2 time MAC and 1/2 time NITVAN grant activities).

-Silent auction – review the list of donations in August to see who needs to be contacted and review what else needs to be completed before annual training.

IV. Updates

- Executive Committee – met on Monday, June 5, 2017 to create the agenda.
- Board Development Committee – Dresden has developed by-laws for board recruitment.
- Budget and Finance Committee – met after the Board meeting in May, reviewed the FY18 budget. Discussion of the 990, which is due November 15, and finding a CPA to complete this for MAC. Four CPA's were contacted, price ranges from \$500 - \$1,000 for price. We are below the \$750,000 budget amount to warrant a full audit but would like to have someone else do the 990 to review financials for accountability. Was a request from membership to pay dues by credit card – we now have Square available to take credit card payments but we are charging a 5% convenience fee for taking credit card. Discussion of how much money is needed to have in reserves of unrestricted funds. Nothing official from OJP stating an amount but need to have enough to make payroll for a few months.
- Outreach and Engagement Committee – no meeting recently, did outreach at the OJP conference to gain members and met with current members at the Coalition Meet and Greet event.
- Public Policy Committee – have not met recently. Governor did sign a budget bill. Legislature will have more policy bills next year, this was a budget year. OJP is getting an increase but not very much, hoping it will cover the general healthcare increases and pay increases. The committee will discuss what worked and what to change before legislature starts meeting next year in regards to committee meetings.

V. Action Items

- FY18 Budget – The “In-Kind” Revenue line comes from the donated intern time and other services donated to MAC. Only allowed for intern in-kind revenue for FY18 (400 hours – year round). Included a line item for expenses for restricted activities (\$1,500). The 5% raise for the Executive Director will come from unrestricted funds – OJP will not add dollars to our grant until the next competitive cycle.

Motion made to approve the FY18 Budget.

Motion 1st: Chris Jensen

2nd: Denise Loy

Approved

- Bylaws: Executive Session Closed to Public – reviewed the by-law that was drafted.

Motion made to accept the Bylaw entitled “Closed Executive Sessions”.

Motion 1st: Vicki Walechka

2nd: Dresden Jones

Approved

- Bylaws: Board Recruitment – reviewed the draft that was created. In the section 4.5 want to reference bylaw 5.6 for the composition of board members. Need to change the term Board Member to Director for consistent language/wording with the rest of the bylaws and include language of an ad hoc director. This needs to be completed and then approved by members at the annual meeting. Reminder to be looking for new board members!!

VI. Focused Discussion

- Victims’ Rights Bill (Marsy’s Law) – Bobbi met with Meg Garvin at the NCVLI conference and has created some talking points in regards to the bill and included in the board packet. We want the sister coalitions to be supportive and on board too as we move forward and look at what section(s) of victims’ rights to be changed/enforced. After the fundamental victim training in June, MAC will start having focus groups around the State and then how to best approach this. This will be a multi-year project and what do we want to do.

VII. Adjourn

Adjourn at 12:03 p.m.

Motion 1st: Sara Miller

2nd: Dresden Jones

Approved

Next meeting: July 13, 2017 10:00 a.m. - 12:00 p.m. @ MAC Office, St. Paul

Respectfully Submitted,

Vicki Walechka
MAC Secretary