

Minutes for Executive Board Meeting June 14, 2018

– 2pm @County Commissioners Courtroom 123 S 6th Street Orange Texas 77630

Present – Kimberly Stiebig, Michelle Tubbleville, Dave Young and Lori Ardoin

Absent – Ida Schossow , Russell Bottley

*World Renew and Endeavors gave an overview of their programs and opportunities of help.

Item 1 - Called to Order @ 3:11 pm, Lori Ardoin arrived late, needed a quorum

Item 2 – Approval of Minutes – Motion made by K Stiebig, seconded by L Ardoin
Voted Aye: all, motion carried

Item 3 – Discussion: Rebuild/Need Assessment Organizations

- a. World Renew – Doug Kuikma gave presentation
- b. Endeavors - gave presentation
- c. Vista – Kim was able to meet with this group at conference. She explained VISTA is Volunteers In Service to America, they have a cost-share partnership for organizational capacity. They feel our group could possibly get 2 positions at a cost of \$8700 to participate. VISTA will pay the positions and provide insurance; we would have to supply office space and equipment. Michelle will try to write a grant to pay the \$8700 for us. This is a one year assignment up to 3 years. We all agreed to look more closely at this program for the Volunteer Management Coordinator.
(Discussion Only)

Item 4 – Discussion: Events Planned; Michelle explained

- a. Food Distributions
 - 6/30/18 @ West Orange Stark High School in conjunction with Gift of Life Prostate Screenings; Southeast Texas Food Bank will distribute food boxes.
 - 7/6/18 – no location yet, but plan on Southeast Texas Food Bank distributing food boxes.
 - 7/10/18 – Case Management will set up in Vidor @ Vidor City Hall
- b. Orange County Preparedness/Resource Fair - 7/14/18 – at Expo Center on 1442 for food distribution and case management.
- c. Camp Noah – July 7-9, 2018 Texas Rebuild funds 5 camps for K-5th grade to teach resilience, give hope and change lives and Michelle got our one of these camps for our county! The camp will be held at North Orange Baptist Church, our board will need to help supply 2 meals a day for each camper.

(Discussion Only)

Item 5 – Reviewed the submitted quote from Maurice Ableman to design and maintain website for initial cost of \$865. Motion made by L Ardoin, seconded by D Young
Voted Aye: all, motion carried

Item 6 – Michelle explained that she had contacted Dominion Forms about ordering T-shirts with our logo on front and # recovering together on back, light gray shirt with orange and navy in design. Dominion offered \$60 set up fee and \$8 shirts. Michelle requested to purchase to begin selling at the events that are planned. Motion made by L Ardoin, seconded by K Stiebig

Voted Aye: all, motion carried

Item 7 – Discussion only without taking action:

a. Next board meeting – Thursday, June 21, 2018 @ 2pm in Commissioners Court Room in the Administration Building, 123 South 6th Street Orange Texas

b. Other items not on the agenda – Discussion of how much

Item 8 – Discussion only without taking action:

a. Long Term Recovery Group Conference in Galveston will be June 11th and 12th, 2018 and all board members are invited to attend. K. Stiebig, M Tubbeville and Joy Jacobs a member of the fundraising committee will be attending.

-On June 13, 2018 there will be Long term conference hosted by Hardin County from 10 am to 2 pm @ the Kirby Hill House, 210 W Main Kountze Texas 77625. All board members are encouraged to attend.

-ITBS will be in Commissioners Courtroom in the Administration Bldg and in Vidor on May 30th and 31st, 2018 for citizen to apply for help with recovery.

-Discussion on posting the Executive Director position, discussion of setting salary between \$45,000 to \$50,000. Benefits of paid time off, paid mileage, insurance and annual contract with a yearly renewal upon review. Posting possibly on our Facebook page, Indeed.com, and Southeast Texas.com

-Expressed need of hiring a Certified Public Accountant and a lawyer.

-Discussion of getting ideas for shirts with a logo, Kim Stiebig offered to bring samples to next meeting.

b. Set next meeting time – June 21st @ 2pm in County Judges Conference Room in Administration Building. Discussion of getting on a definite schedule for meetings, possibly 1st and 3rd Thursday of the month.

Item 9 - Adjourned motion made by K Stiebig, seconded by L Ardoin

Voted Aye: all, motion carried.