

**Children's Board Family Resource Centers in Brandon**  
**MINUTES - Family Community Advisory Council Meeting**  
**Date: 11/6/2018**

**In Attendance:** Allison Ball, Muthoni Harris, Sandra Yip, Cindy Sampson, Harold Butts, Erica Knight Merritt, CJ Ivey, Dawn Ivey, Anita Morales, Danielle Soler, and Ligia Vigo

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action(s) to be Taken</b>	<b>Responsible Person(s)</b>	<b>Date Due</b>
<b>Approval of Minutes</b>	Reminder to sign in to ANTS™. Last month's minutes were reviewed and approved.			
<b>Data Review</b>				
<b>Topics for Review from Partnership Meeting</b>	2017-2018 survey outcomes discussed. FY 18-19 outcomes are following: <ul style="list-style-type: none"> <li>- 500 Center surveys submitted</li> <li>- One success story per quarter</li> <li>- Service Coordination needs 25 links</li> <li>- Promote &amp; recruit 40 students for K-2<sup>nd</sup> grade reading crew (on Tuesdays, two slots 3:45-4:45pm/4:45-5:45pm)</li> <li>- Promote and fill Child Development and Health &amp; Safety classes</li> </ul>			
<b>Budget Update and Decisions</b>	<b>Budget Update:</b> Budget Balance: \$2,154.59. Fall Festival was under budget at \$345.41 (budget allocated was \$400). Event well attended with total of 102. December's Holiday Gathering Event has a budget of \$400.00.	Please see Danielle if interested in Holiday Gathering Planning Committee. Meet after FCAC meeting to discuss.	FCAC/Danielle	11/6/2018
<b>Suggestion Box Review</b>	<b>Review Suggestions:</b> <ol style="list-style-type: none"> <li>1. Suggestion to clarify that children need to be present for child development registration on calendar. (Flyer states requirement but not calendar.)</li> <li>2. Missed October playgroup registration due to registration date for last session being changed and incorrect information was posted.</li> </ol>	Share with HSC. FCAC recommended timely information being posted online since once dates are set, people will not look again, ensure that information is updated on Facebook as well.	Ligia	11/2018
<b>Center Programming and Center Appearance</b>	<b>Gannon University Manual:</b> Shared the finished manual of activities with FCAC.			

	<p><b>Financial Literacy-Fifth Third Foundation:</b> proposed to bring a class and financial counseling to the Center.</p> <p><b>2020 US Census:</b> contacted Center to share that they are hiring and asked to present at January FCAC meeting.</p>	FCAC recommended literacy classes. Will share email response to the FCAC's questions. Move forward if scheduling permits. FCAC recommended 2020 US Census representative to present at January's FCAC meeting.	Ligia/HSC	11/2018
<b>Upcoming Center Events</b>	<p><b>Health Insurance Assistance:</b> Mondays, Nov. 1-Dec. 15 by appointment</p> <p><b>Ice Cream Social:</b> Friday Nov. 16th @ 11am</p> <p><b>Giving Thanks:</b> Tues. Nov. 20th @ 6pm – bring a dessert to share</p> <p><b>Pop-Up Play:</b> Mon., Nov. 26th &amp; Dec. 3rd @ 10 am – sign up required</p> <p><b>Cupcake Social:</b> Fri. Nov. 30th @ 11am</p> <p><b>Storytime for Kindergarten-2nd Grade:</b> Wednesdays Nov. 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, &amp; 28<sup>th</sup> @ 4-4:30pm</p> <p><b>myON:</b> Wednesdays, Nov. 7<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, &amp; 28<sup>th</sup> @ 4:30-5:30pm</p>	Attend and recruit other to attend.	FCAC	11/2018
<b>Announcements/Other/Adjourn</b>	<ul style="list-style-type: none"> <li>● <b>Announcements:</b> member shared information regarding Thanksgiving/Holiday assistance.</li> <li>● <b>Next meeting date and time:</b> Tues, Dec. 4<sup>th</sup> @ 6:00pm</li> <li>● <b>Adjourn meeting:</b> The meeting was adjourned at 7:02pm</li> </ul>	Share information.	Ligia	11/2018