

**Children's Board Family Resource Centers in Brandon**  
**MINUTES - Family Community Advisory Council Meeting**  
**Date: 12/5/2017**

**In Attendance:** Erica Merritt Knight, Harold Butts, Dawn Ivey, Elice Robetor, Anita Morales, Maria Diez, Melissa Shields, John Shields, 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>Monthly demographics and utilization:</b> Reviewed the ANTS™ Utilization data for the month of September 2017. <b>FCAC Attendance:</b> New goal of 5 Council members attending at least 7 meetings.			
<b>Topics for Review from Partnership Meeting</b>	<b>FCAC Commitment Form:</b> Members present signed the FY18 commitment form.	Submit to HSC	Ligia	Dec. 2017
<b>Budget Update and Decisions</b>	<b>Budget Update:</b> Budget Balance: \$2264.40 <b>Holiday Gathering Budget:</b> \$400. Committee discussed event plans which include puppet show from Bits 'N Pieces Puppet Theatre, arts & crafts, photos, and snacks. Celebrating Diversity: Reminder for Planning Committee to begin thinking of ideas.	Celebrating Diversity Planning Committee to meet.	Planning Committee	Jan. 2018
<b>Suggestion Box Review</b>	<b>Review Suggestions:</b> None			
<b>Center Programming and Center Appearance</b>	<b>Parent Engagement Opportunities:</b> Members discussed ideas for engaging parents: Ice Cream Social, Family Fun Nights, Pajama Night, STEM Night, Literacy events, Story night or mid-morning (11am), and themed events such as Dr. Seuss. Some dads' event ideas included: Pizza with Dad and Ice Social.	Implement ideas as possible.	Ligia/Center Staff	Ongoing
<b>Upcoming Center Events</b>	<b>Decorating Cookies:</b> Dec. 9 <sup>th</sup> @ 11:30am <b>Holiday Gathering:</b> Dec. 16 <sup>th</sup> @ 10-11:30am	Attend and recruit others to attend.	FCAC	Dec. 2017
<b>Announcements/Other/Adjourn</b>	<b>Next meeting date and time:</b> Tuesday, Jan. 2 <sup>nd</sup> @ 6:00pm <b>Adjourn meeting:</b> The meeting was adjourned at 7:00pm			