

**Children's Board Family Resource Centers in North Tampa**  
**MINUTES - Family Community Advisory Council Meeting**  
**Date: October 4, 2018**

**In Attendance:** Dorimar Siverio Minardi, Nina Wolfson, Nicole Chapman, Richard Campbell, Karol Jimenez, Aimmee Crespo Rivera, Sheila Brown, Tanya Stevens, Sabrina Sengdao

<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> (President and Recorder)	Minutes were reviewed and approved Sheila Brown and Richard Campbell			
<b>Data Review</b> (Previous Month's Data)	Monthly demographics- pending Monthly utilization- pending		HSC	
<b>Topics for Review from Partnership Meeting</b> (From Center Manager Meeting or e-mails Received)	FY 2019/2020- two new CBFRC's locations are planned to open in Temple Terrace and Riverview	Members discussed talking with Mary Martinez about creating or sharing a resource guide for centers to use for past vendors/partners	Center Manager	
<b>Budget Update and Decisions</b> (Center Manager and Treasurer)	New budget- \$2000	Create a budget for all activities for next meeting from last year's budget	Nina and Aimmee	
<b>Suggestion Box Review</b>	1 suggestion in box- thank you note regarding assistance to child care application  Child care concern with baby massage class. There was a miscommunication regarding available childcare during baby massage class	Clarify to BB facilitators and CBFRC staff regarding baby massage class child care.	Center Manager	
<b>Center Programming and Center Appearance</b> (Outreach Updates, Partnership Requests, Center Programming, Center Needs)	No facility concerns at the moment  Outreach at libraries have been successful	Recruiting for Reading Crew is ongoing. Share flyers target k-2 teachers in the area schools, post on your FB forward flyers in emails	FCAC, Staff, Center manager	
<b>Upcoming Center Events</b>	Fall festival 10/25 4:00-5:30pm- volunteers needed Budget is projected to be \$250 Event is craft based and carnival themed Food to be served: hot dogs, popcorn, treats and drinks	For reminder calls for Fall Festival, let families know their children can dress up/ wear costumes Sign-up sheet available for stations food arts and crafts, games, volunteers needed	Center staff ,FCAC, Center Manager	

	Play group registration is 10/8 & 10/10			
<b>Announcements/Other/Adjourn</b> (Upcoming Meetings: FCAC, Partnership, Subcommittee Meetings)	Adjourn meeting time: 6:33pm.  Next FCAC meeting: November 1, 2018 Discuss Holiday Gathering details	Next FCAC meeting: November 1, 2018 Discuss Holiday Gathering details		