



Date: March 4, 2010
Time: 9:00 a.m. to 11:00 a.m.
Location: Boys and Girls Club

Meeting called by: David Fulton **Type of meeting:** CPY Steering Committee

Attendees: David Fulton, Vivian Ashmawi, Mark Harris, Scot Quintel, Beth Harrick, Jean Cates, Pat Heiny

Minutes

Agenda item: Minutes from Feb. 2011 **Presenter:** Pat Heiny

Minutes accepted

Action items	Person responsible	Deadline
✓ None		

Agenda item: Financial Report **Presenter:** Scot Quintel

Discussion:

- Funds received include \$2,000 from Indiana University East and \$250 from Independent Living Center. Outstanding pledges (not due until year-end) from Boys and Girls Club, Centerstone and Misty Hollis.

Conclusions:

Action items	Person responsible	Deadline
✓ None		

Agenda item: Chair's Business—Partnership Mtg **Presenter:** David Fulton

Discussion:

- CPY Partnership Meeting Agenda was discussed.
- We considered how to engage the partners with a big picture focus such as the strategic plan, build capacity for CPY and build capacity for partners.
- One goal is for all working members to understand the social development strategy and the youth development plan.
- Possible topics for upcoming meetings include: College Success Coalition, CPY Orientation process, Vision Councils, and Youth Development Plan.

Conclusions:

- The following agenda will be presented for the March 11 Partnership meeting:
 - Orientation (Misty), CPY Partner obligations (David), Strategic Action Plan (Vivian) and College Success Coalition (Vivian).

Action items	Person responsible	Deadline
✓ Presenters to prepare their segments for the March 11 meeting		

Agenda item: Chair's Business—Member Expectations **Presenter:** David Fulton

Discussion:

- David presented a draft of Member Expectations.

- Concern was expressed over some language, particularly repeated use of the word “must.” It was asked how we invite and engage prospective partners, and what is the role of this document in encouraging partnership.
- We discussed the desire to be inclusive but also clear on expectations. While we want to have extensive partners, we also want quality partners who are able to make the kind of commitment we require.
- There was lengthy discussion over writing style, with shared feeling that the current writing was management oriented while youth serving partners might prefer education oriented language.
- Pat recommended offering a broader framing sentence to start the document in case it became a stand-alone piece. A possible sentence would be: As CPY works to enhance the quality of life...we invite you to become a partner.”

Conclusions:

Action items	Person responsible	Deadline
✓ David will make revisions, change must to would	David Fulton	March 11

Agenda item: Chair’s Business—CPY Plan of Action **Presenter:** David Fulton

Discussion:

- CPY’s Plan of Action is currently in the hands of committees.
- Committees will have recommendations to the Steering Committee for April meeting.
- The role of partner recruitment/orientation versus ongoing engagement was discussed, with External Communications committee being focused on recruitment and orientation while Capacity Building committee is focused on ongoing engagement of partners.

Conclusions:

Action items	Person responsible	Deadline
✓ Committee chairs to share recommendations with Steering Committee		April 2011

Agenda item: Chair’s Business—Convener Role **Presenter:** David

Discussion:

- David shared an update on the Convener Search process. One application has been submitted and two additional inquires. A committee has been established and the job description and position announcement have been shared broadly.

Conclusions:

Action items	Person responsible	Deadline
✓ Search process continues	Search Committee	

Agenda item: Vision Councils **Presenter:** Pat Heiny and Scot Quintel

Discussion:

- Adolescent Responsibility Vision Council report/update from Pat. Pat is struggling with the allocations process and having insufficient data. With the broad category of “Adolescent Responsibility” Pat is finding that more clarity is needed. She is willing to create criteria (i.e., how do you measure adolescent responsibility) for the Vision Council if CPY is able to consider this new approach.
- Kindergarten Readiness report/update from Scot. There have been leadership changes over the last few months. Scot’s Co-Chair, Darla Randall resigned when shifting to a new job. Denise stepped into the Co-Chair slot but has recently stepped away. Two additional members of the committee have been lost due to employment shifts. Thus, Scot is focusing on recruitment of members and committee leadership. He gave an

update of the matrix created which includes social and literacy foci. At this point there is a matrix, an indicator and a source.

Conclusions:

Action items

Person responsible

Deadline

- ✓ Pat will prepare a one page summary of her research and exploration prior to the Vision Council Coordinating meeting on March 15.

Agenda item: Committee Reports

Presenter: Chairs

Discussion:

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Conclusions:

Action items

Person responsible

Deadline

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