**Stratford Partnership for Youth & Families**
**Executive Committee Minutes**
**Tuesday, August 12, 2015**
**Birdseye Municipal Complex, Room 111**

**In attendance**: Darrin Bosco, Nina Chanana, Paul DosSantos, Winnie Etienne, Anna Gasinski, Patty Hines, Sean Kennedy, James Olsen, Tammy Trojanowski, Denique Weidema-Lewis

**Call to Order**
Sean Kennedy called the meeting to order at 5:04 P.M.

**Approval of the June 8, 2015 Executive Committee Minutes**
Paul DosSantos made a motion to approve the June 8, 2015 Executive Committee meeting minutes. Patty Hines seconded the motion. It passed unanimously.

**By-Laws Revision**
At the July 8, 2015 Coalition meeting, Sean Kennedy proposed a By-Laws revision of Article 1: Name and Purpose, Section 2: Name from *The name of this organization is the Town of Stratford Youth and Family Advisory Board (hereinafter known as the "Coalition").* to *The name of this organization is the Stratford Partnership for Youth and Families (hereinafter known as the "Coalition").* The proposed By-Law revision was approved to a vote to the Executive Committee. Patty Hines made a motion to approve the By-Laws revision. Paul DosSantos seconded the motion. It passed unanimously.

**Drug Free Communities (DFC) Grant Financial Report**
The DFC financial report for the first three quarters (October 2014-June2015)was distributed and reviewed. Moving toward year 2 of DFC funding, the Coalition may carry over 10% ($12,500) from year 1 to year 2, if funds are not spent in full by September 30, 2015.

**SPYF Logo and Branding**

The revised logo for the Stratford Partnership for Youth and Families was discussed and will be presented to the Coalition .

A proposal from Susan Rubinsky, a marketing consultant, was reviewed. The proposal is for branding and recognition of the Coalition in the community, as well as establishing and monitoring Coalition webpage and social media presence and activity. In addition, Susan will work closely with Coalition members to develop a social marketing campaign. Paul DosSantos made a motion to approve contracting with Susan Rubinsky as the Coalition's marketing consultant. Patty Hines seconded the motion. It passed unanimously.

**2015-2016 Coalition Meeting Schedule**
The current Coalition meeting schedule, which is set as the second Wednesday of the month, posed a conflict with many youth Coalition members. In order to accommodate the youth members, it was proposed that the meeting date be changed to the second Tuesday of each month, from 6:00-7:30 p.m. Patty Hines made a motion to approve the 2015-16 Coalition meeting schedule. Sean Kennedy seconded the motion. It passed unanimously. It will be announced to the Coalition.

**Committee Updates**

- Youth Committee participated in an overnight retreat on August 6th and 7th. Youth Committee members participated in team building exercises, were oriented to the roles of the Coalition, learned about building asset to become Asset Ambassadors. In addition, Youth Committee members are preparing for the launch of the #RxEffect social media campaign funded by the AMA Foundation.
- School Assets Committee has been introducing assets through presentations to custodial staff and guidance counselors. The Committee plans to move forward with their presentations to principals, nurses, bus drivers, CIAs (classroom aids), social workers, and Stratford mentors. Patty Hines presented an Assets postcard, which features the 5 priority assets and what you can do to build them in a young person. Also, the committee is closely working with the Board of Ed and Ben's Bells Project, connecting the "Be Kind" message and developmental assets. Since the Partnership for Success funding has officially ended, the committee will be moving forward on planning the Spring 2016 Freshman Forum.
- The Membership Committee has begun creating a "Welcome Packet" for new Coalition members. The packet will include: Coalition meeting schedule, membership list, budget, mission, vision and goals of the Coalition, "Getting to know you" questionnaire, and monthly newsletters.

**Local Prevention Council (LPC) Grant**
2014-15 Report:
The 2014-15 LPC Grant financial report and program report was distributed and reviewed. The report will be presented at the September Coalition meeting. Paul DosSantos made a motion to approve the 2014-15 LPC Grant report. Patty Hines seconded the motion. It passed unanimously.
2015-16 Application:
The 2015-16 LPC Grant application has not been released yet. Denique Weidema-Lewis updated the Executive Committee about the possible increase in LPC funds for the 2015-16 year. The Executive Committee will determine the 2015-16 budget when the LPC grant application becomes available.

**2014-15 Youth Service Bureau (YSB) Report**
The 2014-15 YSB Report was distributed and reviewed.

**Elevator Speech**
A second draft of the Coalition elevator speech was distributed:
*We are youth and adults working to make Stratford a safe and drug-free community by mobilizing our collective resources and strengthening the developmental assets of our youth. These are the positive qualities and experiences that help our children thrive. The more assets, such as integrity, family support, and responsibility, in a young person's life, the more likely they are to succeed. We work to empower youth to resist underage drinking and drug use, as well as to reduce their access to alcohol and drugs. Did you know…*

**Adjournment**
The meeting was adjourned at 5:56 P.M.

Respectfully submitted,

James Olsen