

**Changes Parent Support Network**  
Board of Directors Meeting  
Group Health Cooperative  
December 11, 2006

Directors attending. Dennis Dudder (Chair), Curtis Fukushima (Vice Chair), Teru Lundsten (Secretary), Theresa Fukushima (Treasurer), Norma Castro, Freda Cook, and Sasha Slayton. This constituted a quorum.

Guests: Doug Graves (Program Director), Lisa Mallory (Executive Director), and Gary Streile.

Absent: Director Karin Roy

Call to order. 7:07 p.m. by Curtis, who chaired the meeting until 7:45, when Dennis arrived.

Minutes of 11/13/06. Approval pending (via e-mail).

Vice Chair's report. Virginia Day and Curtis made a 15-minute presentation to Seattle public middle and high school counselors on December 7. They used the power point presentation developed by Curtis and Freda. It went well. The middle school counselors seemed more enthused than the high school counselors, who are perhaps more academically-oriented.

Curtis has compiled and analyzed hotline data. The total number of calls in the past 17 months is 408. The total "genuine" calls, ie., excluding hang-ups and duplicates, is about 150.

Treasurer's report. On 11/30/06 we had \$23,548 in current assets (\$13,048 in checking).

Theresa will have a definitive auction financial statement next month.

She compiled a 6-page, 7-year summary of income and expenses dating back to 2000. Three of those years ended over budget, two of them with very little surplus. Her two conclusions are that money needs to come in from multiple sources (not just the auction), and expenses incurred by the auction are too high.

Executive Director's report. Committee annual reports are due in to Lisa by December 15 for inclusion in the annual report she is preparing for the state Secretary of State.

Lisa resolved an IRS glitch with former treasurer Marilee Lee.

Changes has received a \$1,000 donation from the City of Des Moines (Lisa asked for \$5,000), and another \$500 from a law firm. For grant-writing purposes, we need a better system to count individuals who attend Changes. Freda thinks the new online database could be manipulated to do that easily.

Program Director's report. Doug distributed a report on the RepTec seminar held December 2. Cost was \$755 (under the \$1,000 budget); attended by 24 people from all five chapters; garnered six new rep applications.

Doug clarified that board members cannot serve as reps, and that reps must attend Changes meetings regularly as well as RepTec seminars. This second item disqualifies one of the Seattle reps; Doug will speak with him.

Doug has been contacted by the Shoreline Highline school district, who have invited Changes to make a 45-minute presentation to parents on the evening of January 9. Discussion of need for presentation committee (conclusion: not at this time) and presentation coordinator (conclusion: yes). Sasha volunteered to serve as presentation coordinator.

Chair's report. Dennis' request for our continued use of this room for 2007 will not be considered by GHC until January. Fallback site for our January meeting, in case their decision is still pending, is the GHC cafeteria.

Dennis has sent thank you cards and Tully's gift certificates to Debbie Mallory and Nickie Lagen for spearheading the October 21 auction.

Auction Committee report. See New Business/Fundraising below.

Finance Committee report. Committee will meet before next board meeting and draft a 2007 budget.

Marketing Committee report. Committee met on November 18. Discussed materials, database fields, upcoming presentations, power point presentation, writing a Frequently Asked Questions sheet, and writing public service announcements. Business cards were distributed.

Seattle member Jodi Itman has made many outreach calls to schools and therapists; some have already resulted in requests for presentations.

Membership Committee report. None.

Nominations Committee report. None.

Unfinished business. Since Doug has been hired as Program Director, board visits to chapters other than Seattle are not as necessary as they were before. Coordination no longer required, but Norma noted that she will give the large group program at the Eastside Chapter in January.

New business. Love & Logic seminar. Sasha gave an enthusiastic report on this December 7 seminar hosted by Jim Fay. (Four tickets to the seminar were raffled off at the RepTec.) She felt that although the Love & Logic program is "softer" than the Changes program, they mesh well.

**Five year plan.** Suggested by Doug, to be updated annually. If we don't address growth, our organization will stagnate.

**Retreat.** Also suggested by Doug, who agreed to facilitate. Idea previously rejected, but Doug asserted that a retreat is the best setting in which to formulate a five year plan. Board should think about possible dates and agenda. Sasha will help organize.

**Fundraising.** As stated above, funds should be raised from multiple sources, not just the auction. Suggestions included an Annual Fund direct mail campaign, and a simple fundraising bash with buffet and band. We need to be clear to members and potential donors why we need to do fundraising. Freda distributed a draft fundraising survey with such an explanation. Fundraising committee will be formed. Tentative meeting date set for afternoon of January 27.

[seattlechanges@yahoo.com](mailto:seattlechanges@yahoo.com). Curtis set up this e-mail address for sending notices to Seattle Chapter members; it is not intended for two-way use. Inspired by the recent snow cancellation, it is for the dissemination of information only, including program listings. Discussion of pros and cons of publicizing program topics beforehand.

Next meeting. Monday, January 8, 7:00 p.m. at GHC.

Adjournment. 9:35 p.m.

Respectfully submitted,

Teru Lundsten  
Secretary

\*MSP = Moved, seconded, and passed.