**MINUTES CASA BOARD OF DIRECTORS MEETING, APRIL 13, 2021**

**PLACE: VIRTUAL MEETING VIA ZOOM**

**TIME OF BOARD MEETING: 6:00 PM**

**PRESENT: Brandon Moonier; Retta “Susan” Tuggle; Sara Govero; Tammy Ablan; Steve Williams; Donna Goede; Marita Anne Marrah, President Emeritus; and Alicia Knickman, Executive Director**

**Excused: N/A**

**Not Excused: Troy Anderson**

1. The meeting was called to order by Brandon at 6:00 PM.
2. Board approved the March 2021 Board Meeting minutes.
3. CASA Program Update:
	1. Class just ended – 11 new volunteers sworn in on March 31st
	2. Getting ready for next class to start at end of April
	3. Monica will be handing in her notice and has a full load of volunteers that will need to be managed by others until she can be replaced – hoping to replace her quickly (possibly May 3rd or May 17th will be her last day)
	4. Alicia will quickly post the job for a Volunteer Coordinator to replace Monica
	5. VOCA Fix Act – presented last year but did not pass. This year it is being routed again and has one more approval before presentation to the President.
		1. MO VOCA may be silent because they are waiting for information from Federal VOCA
4. March Financial Statements – Alicia sent this to the Board with the agenda prior to the meeting.
	1. Board approved the March 2021 Financial Statements.
5. Board Membership
	1. Melanie Brady has resigned from the Board
	2. We need to find one or two new Board Members
	3. Alicia has interviewed a couple of potential Board Members and one is a strong lead
	4. Current Board Members will look for contacts that may make a good Board Member – any leads can be passed on to Alicia
6. Rental Space Update
	1. Moved to new facility since we last met
	2. Cost for move was under $40.00 and took about an hour or two to move
	3. Still need chairs for guests but the rest of the move-in is nearly complete
	4. Have not shared the address yet as it is not ready for visitors yet
	5. Will have an Open House once it is possible due to pandemic
	6. Had intended to spend approximately $2,000 over VOCA money regarding the move. With $1,000 donation from Marita Anne, the remaining $1,000 is still marked for needed items such as chairs, Board table, larger TV that will better fit in new space (none of which are necessary immediately)
	7. New facility has one step in and we have a temporary ramp. Linda is also getting a bid
7. Policy Update – Employee Handbook
	1. Board approved updates to the Employee Handbook
	2. Amendments will be made as needed and presented to Board for approval
8. Fundraising:
	1. Virtual gala discussion to clarity event - Alicia will set up a time for her, Tammy, Donna, and Martienne to meet. Information will be sent to everyone for this meeting and all are invited to attend.
	2. We still need larger raffle items for this event
9. Meeting adjourned at 7:54pm.

Board Member Meetings - Contact Information:

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