

CASA BOARD MEETING - 3/24/2020

Attendees: Antwan Lang, Tom Hassett, Courtney Riech, Debra Powell, Jacobium Holliman, Megan Dulamal, Kayla Williams, Kate Blair, Terry Lemmon, Prejea'n Andrews, Holly Holdsworth, Theresa McBride, Mandy Roberts, Maggie Smith, Sharon

Absent: Chris Collins, Penny Rafferty, Carson Wilson, Jerry Rooney, Yolanda Parker (DFCS), Faith Buchanan, Rodney Rawls

I. STANDARD BUSINESS

The meeting was called to order at 12:06pm.

Approval of Meeting Agenda was Motioned by Antwan Lang, and seconded by Tom Hassett. Motion passed.

II. BOARD CHAIR REPORT

- a. Kate has completed the Annual Review. In 2021, the Annual Review will include the entire Board and Kate, instead of just the Executive Board.
- b. Board contract - All board members are asked to consider a Board in which they would like to chair, and notify Kate. Each member will be required to sign a contract. Chair opportunities will be made available to volunteers, if no Board Member assumes the open position. Current Boards include:
 - i. Policy (Advocate) - Chair needed
 - ii. Board Development
 - iii. Board Retention
 - iv. Community & Development

III. TREASURY REPORT

Kate delivered the Treasury report in Chris' absence.

- a. The organization is currently running on a deficit budget. There has been an increase in income due to budget support.
 - i. We are still awaiting the \$30,000 check from the church and monies from VOCA for October 2019-February 2020. United Way increased its donation to CASA. Sponsorship monies for Dancing with the Savannah Stars (DWSS) has been received.
 - ii. We are doing well managing expenses, as they have been cut due to staff working from home. Net operating income has decreased by \$27,000.
 - iii. Payroll will be reduced, as Eric Hornfeld's last day of employment was two Fridays ago, 3/10/2020. The open position will not be filled until

all revenue has been received. The decision to backfill the position will be made in June.

- b. Dancing With the Savannah Stars
 - i. Mark asked if we are going to make contingencies if DWSS doesn't occur due to CoVID-19. Kate and Kayla are developing the revenue contingency plan if money is not generated from DWSS. The plan will take a few weeks to complete.
- c. All Board Members have been asked to review the Profit & Loss statement and submit all questions to Kate. Kate will be writing several grants between now and June.
- d. Financials do not need to be voted on for approval.

IV. COVID UPDATE

- a. Staff is working from home. The office is visited three times per week to check mail. The Administrative Staff hours have been reduced. The Advocacy Coordinator's workload has been reduced, as all hearings have been postponed except those classified as "emergency". Staff is using available time to work on special projects and conduct volunteer check-ins on Monday-Thursday.
- b. Child visits have been suspended until further notice as of the week of 4/13/2020.
- c. Kayla has been meeting with dancers of DWSS.
- d. A therapy dog is being secured by the new Volunteer Coordinator, which is scheduled to be set up at the Visitation Center.
- e. Kate and Courtney have agreed to meet in person to sign grants.
- f. May training class may be postponed due to COVID. Volunteer participation may decrease due to financial impacts of COVID, such as job losses and furloughs. Staff is working to convert training to an online platform. Eric Hornfeld has been contracted to deliver the online training.
- g. Tom Hassett questioned if in-service hours can be obtained online. Per Kate, in-service hours can be obtained online. She has suggested that all Board Members watch the documentary "The Trials of Gabriel Fernandez" on Netflix.
- h. Mandy Roberts delivered a snapshot:
 - i. Three children have been placed back with their families YTD.
 - ii. More children will likely be placed into foster care after the pandemic because poverty correlates with abuse and neglect.
 - iii. New volunteers were sworn in during the month of March.
 - iv. It was suggested that CASA staff begin focusing on risks and responses to COVID.
 - v. It has been decided that CASA will extend the cutoff age for providing services to children in care from 18 years to 21 years, or the point at which the child removes self from care.

- vi. Mandy requested Board members to provide ideas for supporting volunteers virtually.
 - 1. Jacobium offered to assist in virtual training for volunteers. Training will include how to utilize online tools.
- i. Kayla Williams reported on the following:
 - i. Annual Giving:
 - 1. There are four (4) new “Friends of CASA” since 1/1/2020 and 10 new Dips.
 - ii. Social Media:
 - 1. Kayla is tracking social media engagement. CASA’s Instagram page has had the largest growth.
 - iii. News & Media:
 - 1. Kayla has conducted three (3) in office interviews, two (2) radio interviews, three (3) on-site interviews.
 - 2. Per Kate, Kayla has done a phenomenal job engaging the media in the first quarter of 2020. Courtney mentioned that she likes that we are now tracking social media. It was recommended that a blog post be created highlighting our media and social media activity.
- j. COPS and Volunteer Appreciation have been cancelled.
- k. DWSS has been rescheduled to 10/30/2020 in an effort to accommodate dancers’ schedules. Kate plans to host a conference call in April to discuss DWSS specifically.

V. MISSION MINUTE

Theresa McBride, volunteer and CASA Part Time Administrative Assistant, highlighted her experience as a CASA and her motivation for volunteering. She is a mother of two sons who loves children, and passionate about the work CASA does. Her first case resulted in reunification with the child’s biological father. She currently has two cases, and works well with DFCS. Antwan Lang thanked Therea for her efforts.

Courtney concluded the meeting by thanking the CASA staff for their efforts during CoVID-19.

Courtney motioned to adjourn meeting at 1pm.