



**Center for Family Life and Recovery, Inc.
CEC/ Fund Development meeting**

Date: 5/2/17

Time: 8:00am

Attendance: John D., Mike L, Kelly W., John H., Paul D, Cassandra, Bianca

Excused: Judy, Kathy

Topic	Discussion	Resolution	Person Responsible/ Time Frame
Ambassador Program	<p>Only change would be taking the commitment form out and giving to the person when they decide to be an ambassador – find filler for that page in the booklet</p> <p>Should there be a time of commitment – to set boundaries</p> <p>Infuse ambassador language into JD of board</p>	<p>Training notes</p> <p>Release needed Atleast 1 year</p> <p>Update Board Job Descriptions with ambassador language and director’s creed</p>	<p>Mike</p> <p>Bianca</p> <p>Heather</p>
Training development	<p>For Our Stories Have Power – with Tom Reilly</p> <p>Folder will hold information with toolkit in it Use bullet as headline – each member takes one to discuss</p>	<p>See what members need this training</p> <p>Design a presentation</p> <p>Official Ambassador kick off day</p>	<p>Cassandra/Heather</p> <p>Mike/Bianca</p>
Board meeting	<p>Training with approval from the Board</p> <p>Policies</p> <p>Job Descriptions</p>	<p>CEC will providing presentation to the board</p>	<p>John/Bianca</p> <p>Heather</p>

Topic	Discussion	Resolution	Person Responsible/ Time Frame
	Directors Creed		
Next Agenda	Board calendar for events		Cassandra/Bianca
Next meeting		May 15, 2017 @ 8am	