

AVP/CA: Steering Committee Conference Call Minutes

Thursday, November 17, 2016 at 7:00 pm

Present: Joyce Banzhaf, Karen Brower, Steve Gelb, Stacy Hughes, Ann Leonard, Steve Lomas, Stephen Matchett, Sue Torrey, Gori Urling, Nancy Vimla

Clerk: Sue Torrey

Minutes: Ann Leonard

Gathering: “An experience of transforming power I have had recently is.....”

Review of Minutes from Steering Committee Meeting, Fall Gathering

Steve G had included Stephen’s and Karen’s suggestions to current version. The minutes were, therefore, accepted as amended. They now need to be posted on website. possibly included in newsletter?

Action Item: Do we want to disseminate minutes beyond posting on website?

Reports/Items for Discussion:

- **Web Development and Communication (Steve Gelb, Stacey Hughes)**

Database login problems continue – old admin way of logging in doesn’t work anymore. People need individual log-in passwords. A patch was done and appears to be still working. Stephen said it is possible to access from facilitators/admin link on the website. We need to put directions for access in writing at least for the two current ways of access.

Action Item: Stacy will work with Steve on problem and they will report back at next meeting.

- **Monthly phone calls with key communications people (Sue Torrey) –**

Sue reported that she hasn’t done anything yet but will have plan to do so by next meeting and will schedule a meeting with the group after holidays.

Steve Gelb sent out information on the Wiggi program. People who reviewed it found a lot there, but a bit overwhelming. Question: Does it add value and save time? Steve Gelb sees organizational potential. Messages come via email.

Action Item: Steve will create a group and we can try it out.

L&L: ?

- **Prison Coordinator Report (Ann Leonard)**

We have had several discussions with Folsom prison about getting a program going there again. They have a group of trained facilitators who are now meeting regularly to brush up on their skills, a staff advocate, and will be contacting the CRM. They also have a locker for supplies and have requested AVP provide them materials that they cannot obtain from the prison. The committee agreed that AVP/CA would cover the cost of these items.

Action Item: Ann will work with staff to order and ship materials and will follow up with CRM.

- **Report on Special Training (Karen)**

They had a conference call this week and already have 12 people signed up for next TC training. Plan is to hold trainings in three areas of state, the next one possibly the Bay Area, possibly Berkeley, and looking at April 22-23 as potential dates. They now need to work on logistics and link with Bay Bridge Council. They are also involved in revising TC manual.

They did not get to addressing trauma workshops.

Action Item. Nancy Vimla offered to look into whether there is an AVP/USA policy on trauma workshops. Is a mental health professional required? For further discussion at December meeting.

Fall Gathering follow-up and financial report (Stephen Matchett)

A question was asked about who retrieved the sign-up posters from the Gathering, and Karen said she has them and will email them to appropriate people. Stephen reported that we ran a slightly over \$1,000 deficit on the fall gathering because of not making minimum attendance requirement. However, we did have more Thursday people than originally expected. Income was under \$12,000 and total expenses were about \$12,500, plus about a \$500 scholarship deficit (we received \$872 in donations with registrations and \$768 from our special scholarship appeal for a total of \$1,640, and gave out \$2,100 in scholarships). Local groups gave out \$1,700 toward registrations. We also raised \$1,700 from the silent auction--\$300 more than last year!

In other financial news: the Helen Sperry Lee Foundation has given us another donation this year for facilitator lodging and stipends.

March Retreat-planning -- moved to December meeting.

Next meeting: Thursday, December 15, at 7:00 pm.

Closing: