### CYPB Board Meeting

**Date/Time/Location:**
- January 10, 2017 -------- 11:30am – 1:00pm
- United Way – 2515 Canal St., NOLA 70119

#### AGENDA/Minutes Embedded

<table>
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<tr>
<th>#</th>
<th>Topic</th>
<th>Time</th>
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<th>Action Required</th>
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| 1   | 1. Welcome/Call to Order  
    2. Meetings Intended Purpose & Results                           | 5 min | Paulette Carter, Chair   | Inform  
    Done                                      |
| 2   | Attendee/Participant Introductions (as appropriate)                  | 10 min| Paulette Carter, Chair   | Inform  
    Done                                      |
| 3   | Consent Agenda Items: (list below)  
    - Minutes of 12/6/2016  
    - Financial Summary Report  
    - Education Update Report  
    - Executive Director Report | 3 min | Paulette Carter, Chair   | No Discussion; Vote for Approval  
    Approved                              |
| 4   | CYPB Structure Re-Design  
    - Board Member Roles  
    - Committees  
    - Mission/Vision/Values  
    - 2016 CYPB Year in Review leads Forward planning for 2017 | 60 min| Karen Evans, Exec. Dir.  | Review, Discussion, Determine Agreements  
    - Reviewed the summary of board member responses to key questions that summarized the CYPB efforts of 2016. Set the stage for planning for 2017 deliverables which included review of board member roles, committee structures.  
    - Board Member Contract presented and discussed. Member input identified edits that improved the document. It was agreed that the contract, with the added edits, would be acceptable and supported by members. One more review via email was arranged so that the edits could be accurately reflected. If no further edits were needed, the contract would need to be reflected in the bylaws to ensure alignment.  
    - Committee restructure proposal was presented and discussed. Board approved the restructure pending necessary amendment to the bylaws to ensure alignment and order.  
    - The need for a bylaws task force was clear and request for volunteers was put forward. Sarah Schirmer, Ann Keifer and Torin Sanders volunteered. KE committed to getting the task force together to address amendments needed per board’s approval of committee restructure and board member contract.  
    - Mission/Vision/Values discussion moved to 3/14/17 board meeting with request that all members complete worksheet as homework for the next CYPB meeting.  
    -                                     |       |                          | Actions/Next Steps:  
    -                                     |       |                          | 1. Board Committee Restructure as proposed  
    -                                     |       |                          | 2. Board Member Contract with edits received  
    -                                     |       |                          | 3. Consent agenda items entirely Approved:  
    -                                     |       |                          | Inform, Review, Discussion, Document Summary as content for Meeting Minutes                              |
| 5   | Meeting Wrap Up:  
    - Confirm key actions per above agenda topic(s)  
    - Capture details for all next step(s) per topic(s)  
    - Invite attendees to add any missing info/items | 7 min | Karen Evans, Exec. Dir.  | Inform, Review, Discussion, Document Summary as content for Meeting Minutes  
    Approvals:  
    -                                                                 |       |                          | 1. Board Committee Restructure as proposed  
    -                                                                 |       |                          | 2. Board Member Contract with edits received  
    -                                                                 |       |                          | 3. Consent agenda items entirely Actions/Next Steps:
1. Schedule meeting with newly established Bylaws Task Force: Sarah Schirmer, Ann Keifer, Torin Sanders to amend current bylaws in support of approved committee structure changes, board member contract. Present amended bylaws to board on 3/14/17.
2. Board Members to complete Mission/Vision/Values worksheet as homework and prep for 3/14/17 board meeting.

**Agenda Topics for Next Meeting: 3/14/17**
- Ballot Election of 2017 Officers
- Review of Amended Bylaws – approval needed
- Signing of Board Member Contracts – signatures needed
- Vision/Mission/Values worksheet discussed/reviewed and next steps determined toward final CYPB vision, mission, values statements to post on website, and drive direction

**Next CYPB Meeting:**
Tuesday, March 14, 2017
5:30pm – 7:00pm
NORDC – Treme Multi-Purpose Room
900 Villere St.

**Chris Gunther:**
Public Health Department hosting Story Telling/Outreach Event
“Bring Your Own Stories” re: Health Issues
Thursday, Jan. 12, 2017 @ 6:30pm
Circle Food Market

Adjourned