

# The Friends of Charleston Center

PO Box 20762, Charleston, SC 29413  
www.friendsofthecharlestoncenter.org

Meeting Minutes - December 11, 2017

**Our Mission:** *Support the Charleston Center in building healthier lives free of alcohol and other drug related consequences.*

**Our Vision:** *To be an integrated component of the Charleston Center that effectively promotes community awareness of services and connects clients to available resources.*

**Attendees:** Woody Avery, Brian Knight, Mark Cattrone, Beth Turner, Kevin Downs, Donna White, Ryan Roberts, Chanda Brown, Phill Botham

1. Approval of Minutes of the November 2017 Meeting (See [www.friendsofthecharlestoncenter.org](http://www.friendsofthecharlestoncenter.org))  
**Approved with no changes**
2. Executive Director's report (Dr. Brown)
  - Working on budget that is due 1/23/18
  - Holiday party was a great success
  - No new date for possible move to old navy hospital. Have requested 7th and 8th floor is plan is to move to this property.
  - Sober Center online to open in 1 month
  - SBIRT program up and running at MUSC ER as of 12/10/2017
  - Several CC employees recognized for teamwork and Catelyn recognized as Counselor of the Year
3. Chairman's Report (Phill)
  - A. Review agenda (See [www.friendsofthecharlestoncenter.org](http://www.friendsofthecharlestoncenter.org))
  - B. Review FY17/18 Plans and Goals (attached)
  - C. Announcements
    - Accepted the resignation of both Terry and Kevin from their long and productive service on the board. Their presence and hard work will be missed.
4. Treasures Report (Woodie)
  - Current Balance in account is \$7,613.69
  - Will attempt fund disbursement to CC Director for identified areas of need prior to January 1, 2018.
5. Old Business
  - A. Fundraising Committee Report (Ryan)
    - Ryan reviewed the identification of approximately 60 regional/local grant opportunities that he is going to hone down to those whose purpose match our mission. He will organize these and update at January meeting.
    - Ryan, Phill and Terry to meet with Community Foundation contact to discuss possibility of adjusting the matching grant criteria currently in place
  - B. Media update (Brian)
    - Nothing new to report
  - C. Client Transportation to meetings (Angie, Chris, Chanda)
    - Final version from legal is awaiting review by Chanda. Should have final approval shortly.
  - D. Grant Opportunities (Terry)

- **Not Present**

E. **Family Day Event (Group)**

- **Kevin reports that John Cato is willing to coordinate again this year if given a good amount of time to work with. Will shoot for mid-march.**
- **Word from Woody that John Cato has set a date of March 10th for FOCC Family Day 2018!**

6. **New Business**

A. **Nominations and voting for FOCC Board positions**

- **Nominations opened with the following positions accepted by the nominee and unanimous vote of those present:**
  - **Secretary - Beth Turner**
  - **Marketing and Community Outreach Committee Chair - Brian Knight**
  - **Marketing and Community Outreach Committee Alternate Chair - Mark Catrone**
  - **Fund Development Committee Chair - Ryan Roberts**
- **Current Board officer positions that are vacant as of January 2018:**
  - **Chair**
  - **Alternate Chair**
  - **Treasurer**
  - **Alternate Treasurer**
  - **Alternate Secretary**
  - **Fund Development Committee Alternate Chair**

B. **Items for the good of the cause**

- **Brief discussion of disbursement of funds to inpatient clients for them to use for purchasing holiday gifts for family/children. No action taken.**

**Meeting was adjourned at 5:30 PM**

**Next meeting: Monday, January 8, 2018 @ 4:30 PM, Charleston Center Board Room**