

**Meeting Agenda**  
**The Friends of Charleston Center**  
**November 14, 2016**

**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.*

1. Welcome any guests
2. Approval of Agenda (Phill)
3. Review of the Minutes of the October Meeting
4. Executive Director's report (Dr. Brown)
5. Chairman's Report (Phill)
  - A. Review FY17 Plans and Goals
    1. Executive Director Requests
    2. Marketing and Community Outreach
    3. Fundraising Activities
    4. Holiday Activities
    5. Volunteer Program
    6. Community Liaison
    7. FY18 P&G's
  - B. Update on non-profit status (Terry)
  - C. Committee chair open positions
  - D. Family Day Oyster Roast Recap (Woodie)
  - E. Spring 2017 Yoga event (Phill)
    1. Venue
    2. Theme
    3. Sponsorship - Aim big and start early!
    4. Recruitment
    5. Funds Handling
    6. GoFundMe
6. New Business:
  - A. Board Officer Elections
  - B. Social Media Presence
  - C. Any items for the good of the cause?

**Next meeting: December 12, 2016 @ 4:30 PM, Charleston Center Board Room**

## FRIENDS of CHARLESTON CENTER

FY17 (July 2016 - June 2017) Plan-Goals

(Approved 06/13/2016)

The following is the Friends of Charleston Center Board plan for FY17, created and approved by the Board on 06/13/2016.

1. When requested by the Executive Director of the Charleston Center, Friends of Charleston Center will provide community input, advice, support and advocacy in coordination with other public and private agencies, groups, firms and individuals intended to further the Charleston Center vision, mission, programs and services.  
*Note: Friends of Charleston Center understands that, 1) This element refers to coordination associated with inter-agency/group, etc., relationships and activities, and 2) That any coordination/action considered by the Friends of Charleston Center members must be with the approval of the Executive Director.*
  - A. Executive Director to inform Friends of Charleston Center of specific inter-agency, group, etc., relationships and activities that could benefit from member input and/or assistance
  - B. Members will provide input and/or assistance, as requested
  - C. If action on the part of the Friends of Charleston Center members is considered helpful, then, in conjunction with the Executive Director, a plan of action will be developed and implemented.
2. Establish a Marketing and Community Outreach committee to advocate for community knowledge of and interest in matters pertaining to addressing problems associated with alcohol and other drug related consequences, in particular the mission, vision, programs and services of the Charleston Center.
3. Provide support and advocacy for fundraising activities for the benefit of Charleston Center from private and corporate citizens, foundations and other grant sources.
  - A. Establish Non-Profit status at the state and federal levels
  - B. Friends of Charleston Center Board will approve the fundraising purpose, goals, and activities included herein by June 2016
  - C. A proposed Family Day Event for Fall of 2016
  - D. A proposed Yoga Event fundraiser for spring of 2017
4. Provide support and assistance with coordination of client holiday activities and celebrations.
5. Establish a Volunteer services branch of Friends of Charleston Center to allow members to provide needed services to clients and staff of the Charleston Center in coordination with the established Volunteer Program.
6. Establish a liaison service to aid in communication between the Charleston Center and established recovery groups and organizations in the community.
7. Establish Friends of Charleston Center goals for the fiscal year 2018.
  - A. Form a Friends of Charleston Center Goal-Planning Sub-Committee by April 2017
  - B. Sub-Committee to develop proposed plan and goals by May 2017
  - C. Sub-Committee to submit the goals for review-consideration-approval of the Board by June 2017.