

ALLEGHENY COUNTY COALITION FOR RECOVERY
Steering Committee:
Minutes
March 28, 2014

Co-Chair(s): Marci Sturgeon; Dennis Hughes

Note taker: LaTacia Brentley

Attendees: Angela Moffe; Meg Park, Sarah Goldstein; Wes Sowers; Barbara Witherspoon; Anthony Lucas; Mike Gruber; Charlene Saner; Bill Boyce; Denise Weis; Andrew Gleason;

Minutes reviewed and approved with side note:

It was noted that there was no mention of the discussion to approve lunches again. There was a discussion regarding what was mentioned in the last meeting about lunches. The budget was discussed and it was agreed to take a vote to approve the lunches for future meetings in the form of sandwich trays from Giant Eagles, to start with May meeting:

VOTE was YES to approve the lunches

Agenda Item: Recognition ACCR Recognition Event Update

Committee Goal Being Addressed: Discussion

Discussion: Due to difficulties faced by the Planning Committee, the event will not happen in May. More representation is needed on the Committee so that it is well rounded. A survey was sent out ACCR wide to see where the interest lies but was sent only by email and we would like to send it to those who cannot receive email.

The Committee would like to focus on the re-naming of the Awards. They wanted a change/makeover with this event. Some of the Committee feels as though we should empower the Planning Committee to move forward and go for it.

Action Item	Person Responsible	Target Date
Next meeting: April 25,2014	Sub Committee	4-25-14

Agenda Item: Public Awareness Update

Committee Goal Being Addressed: Updates

Discussion: Public Awareness is doing an Art Show in May for Mental Health Awareness Month to show that recipients of service are creative and talented.

-The purpose is to follow the mission of the ACCR Public Awareness Committee with an Art display

-The Art will be on display all thru May which is Mental Health Awareness Month

-Any sales generated will be person to person

-Invitations to the event with event details are to go out

-They will plan to have the Hope and Change booklets to set out as well

-They have already sent out the call for Artists with the deadline of April 18, 2014. And the selection crew is already in place.

-They are also asking that the Artists do a bio, linking their disability to their work. This will go into the book that will be published for this event.

Opening Reception details as follows:

May 1, 2014	4-8 pm	1 Smithfield St.
May 4, 2014	3-7 pm	The Brew Coffee House (Beechview)

Agenda Item: Committee Reports

Committee Goal Being Addressed: Discussion

Discussion: Committee feels we should reports every month. Last month it was decided to do between month correspondences but it was also decided that we still need to do the reports here for those who are not online.

Agenda Item: Budget requests for Contingency Funds

Committee Goal Being Addressed: Discussion

Discussion: Public Awareness is \$310 short for their project and is seeking contingency funds.

Contingency fund requests should be done in writing and must show an itemized list of what the funds are budgeted for.

Due to the meetings being bi-monthly we will not meet again before the scheduled Art Show therefore a decision needs to be made today.

All of the information below needs to be put on paper.

Proposed Expenses:

Catering	\$250 day 1	\$150 day 2	\$400
Serving Trays, cups, drinks			\$150
Band @ Smithfield			\$300
Art Show Booklet printing costs			\$800
Info Table workers (stipend)			\$80
Greeters (x2)			\$80
Band @ The Brew			\$200
Committee Meeting expenses (details below)			\$360
Total			\$2470

They have **\$1800** in their budget, making it a total of **\$670** needed from the Contingency Fund.

In order for Public Awareness to maintain their meetings until the end of June, they need another **\$360** added to the **\$310** they initially thought they needed.

Charlene will waive her note taker fees for the next 3 months to ensure they have the funds to meet until June.

Copies of the budget for the Public Awareness Art Show expenses will be mailed or emailed by this coming Wed. Vote to approve the **\$670** request from the Contingency Fund for the Public Awareness Art Show.

VOTE: The Steering Committee voted 7 all in favor to approve the funds.

Agenda Item: Marci Announcement

Committee Goal Being Addressed: Announcement

Discussion: Marci will be stepping down in August. She will be going on an Educational leave from Family Services as well and they will be holding her position. Marci is returning to get her PHD and will be back to work in August of 2015.

Next Meeting:

June 30, 2014

Life works

1325 Forbes Ave

12:30-2:30