**Central Community Assistance Foundation**

**Special** Board Meeting December 20, 2010; 4 pm, CIS

Minutes as taken by Janet G. Stevens

Call to Order by Chairman, Ronnie Devall. Roll Call: Ronnie Devall, Frank Ard, Bob Lansing, Dick Metz, Jeff Stanfill, Janet Stevens, Rhonda Taylor; Absent: Ron Erickson, Terry Hebert, David Barrow.

Mr. Devall called the meeting to order, omitted reading of minutes for last board meeting – will be read at next board meeting.

New Business; Mr Devall began “new business” – to Review donation letter by Frank Ard. Motion was made by Stevens and seconded by Stanfill to made admendments “add families” to the donation letter and allow Mr. Ard to send the admended letter to donors.

Discussion only: Review of process for distributing information. Mr. Devall strongly recommended that all materials and information come to the Board before any dispersal to an outside source (specifically a newspaper). The discussion concerned an ad placed by a Central newspaper without any approval or “proofing” of the content or having been given authority. Overall, the newspaper has the right to publish articles deemed worthy, without Board approval; it was stated that Mr. Devall should meet with owners of the two newspapers to ask if we “proof” any articles for accuracy. A recommendation was made that perhaps the Foundation needed a “Press Kit” – Mr. Bone suggested that he could help the group put one together. Ms. Taylor made the motion that Mr. Bone be allowed to pursue the “kit” and get the cost information to the Board for approval. Mr. Lansing asked Mr Devall to investigate the legality of placing an ad by sponsors without the consent of the Foundation.

Announcements: Lansing asked that meeting be the same day of month. Items were requested to add to the next Board agenda.

End of Board meeting: 4:58 pm Motion by Stevens/Seconded by Metz

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Recorder Chairman of Board Date