



## EAST PROVIDENCE PREVENTION COALITION

March 28, 2011 Agenda

6:00 p.m.- City Hall Room 306

### **Attendance:**

Courtney Lacerda	Katie Saraiva
Elmer Pina	Jennifer Wall
Sgt. John Andrews	Laura Levine
Officer Thomas Aguiar	Officer Doug Borden
Sandi Nelson	Scott Rose
Nicholas Pfeiler	

Notes Recorded By: Nicholas Pfeiler

### **1. Introductory Remarks:** *Courtney Lacerda*

- a) Call Meeting to Order
  - Meeting was called to order at 6:05pm by Courtney Lacerda.
- b) Welcoming & Introductions
- c) Announcements
  - Jefferson Award Update
  - Kat's Baby

### **2. Secretary's Report:** *Katie Saraiva*

- a) Sign In Sheet
- b) Volunteer To Take Minutes – Nick was asked to take minutes.
- c) Approval of December & February Minutes (**vote**)
  - Motion made by Elmer Pina to approve minutes for December. Sandi Nelson 2<sup>nd</sup>. Motion passed.
  - Motion made by Elmer Pina to approve minutes for February. Courtney Lacerda 2<sup>nd</sup>. Motion passed.
- d) Membership
  - Steven D'Lorenzo
  - Katheryn Tavares

### **3. Treasurer's Report:** *Jennifer Wall*

- a) Review of Donations Account Revised Budget (**vote**)
  - Motion made by Doug Borden to accept the revised budget as is. Elmer Pina 2<sup>nd</sup>. Motion passed.
- b) Review of Expenses
- c) Update on grants/proposals

- d) 501C3 Account Opening
  - We will be opening up an account at Sovereign Bank.

#### **4. Programmatics: - Jennifer Wall**

##### a) DICE Updates

- Consultant Report
  - Catherine has created some logistical forms that once DICE is back up and running, permission slips and things of that nature will already be done, and will be standardized, so they won't have to be done again.
  - Catherine is almost done finishing the Project Sticker shock manual.
  - Has also assisted in helping Jen and Elmer create the job description for the DICE Youth Coordinator
- DICE Coordinator Job Posting
  - Eight people have applied for the job thus far
  - Closing for the job posting is Friday, April 1<sup>st</sup>

##### b) ESC Update

- Eugene presented at the last EPPC Board meeting from ESC regarding maximizing capacity of the EPPC, and he will be meeting with Jen Wall and Katie Saraiva when he comes back from vacation

##### c) Egg Hunt Update

- TD Bank is sponsoring the event, and has given us \$500, which will cover all of the overhead expenses of the event
- Any money that is received through pictures and admission will be direct profit
- 11 activities will be taking place during the event
- Numerous other sponsorships have come forth to help out with prizes, including Newman YMCA, Providence Children's Museum, The Bowling Academy, Town Hall Lanes, Seekonk Speedway, Southwicks Zoo, KidzWorld, Steve Mutter(Recycling Department), Fantasy Land
- Volunteers include EPPC Board, past DICE youth, JWU(15), EPHS students(community service), New York Life, and Newman YMCA
- Please fill out and hand in your volunteer forms ASAP!

##### d) Programmatic Sub-Committee Report

- Post Prom Event- *Nick, Scott & Doug*
  - Permission slips are staying
  - The event is in the final stages of the planning process , and things are going as planned
  - Looking for volunteers, send in your forms!  
Next Sub-Committee Meeting- April 4<sup>th</sup>, 6pm, Healthtrax
- Flamingo Fundraiser
  - 108 orders in right now, largest we've had to start out
  - Looking for volunteers for flamingo patrol
  - Fill out a form if you want to flamingo a friend or family member!

- e) Strategic Sustainability Plan
  - A blank plan was emailed out to those on the sub- committee, and filled out forms were collected for those who brought them, thank you! Jen Wall will be compiling the plans submitted and we will be reviewing them at the next meeting.
  
- f) EPPC Bylaws (**vote**)
  - Some minor changes to the bylaws in most categories
  - Motion to accept the Bylaws made by Laura Levine. Sandy Nelson 2<sup>nd</sup>. Motion passed.

5. **Other:** - *Courtney Lacerda*

a) New Business?

b) Meeting Dates Change

6. **Closing Remarks:** *Courtney Lacerda*

a) Next Meeting

- April 25<sup>th</sup>, 2011, Room 306, City Hall

b) Motion to Adjourn

- 7:10pm