

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.**  
**BOARD OF DIRECTORS VIRTUAL MEETING**  
**MINUTES**  
**Thursday, November 21, 2024**

**PRESENT:** Jamie Green, Jessica Durrant, Keana Adams (PC Liaison), Kris Woodburn, Lisa Marston (Treasurer), Michael Cohen (Vice-Chair)

**ABSENT:** Angela Evans (Chair), Sabena Vaughan

**STAFF:** Katherine Clayton (Executive Director), Bethanee Grace (TFC Lead Program Coordinator), Jean Lehmann (Executive Administrative Assistant)

A quorum was established. Michael Cohen called the meeting to order at 5:55 p.m. with a welcome to Keana Adams and introductions.

**STAFF PRESENTATION**

1. The Family Connection (TFC)

Lead Program Coordinator Bethanee Grace gave a PowerPoint overview of TFC, the regional parenting education hub for Jackson and Josephine counties. TFC provides free workshops to parents and families in HS and the community through the support of OPEC (Oregon Parenting Education Collaborative) and local community organizations. For more info, go to <https://thefamilyconnect.org/>.

**CONSENT AGENDA**

**MOTION:** Lisa Marston made a motion to accept the consent agenda as follows: **October 17 minutes; status of grants in process/grants to be approved (SOELS Early Literacy Funds application for Listo and TFC); October enrollment monitoring; monthly program information summary (PIS); and receipt of ACF IM-24-04, IM-24-05, IM-24-06, IM-24-07, PI-24-06, and PI-24-07. Jessica Durrant seconded the motion; the motion carried.**

**TREASURER'S REPORT**

1. Financials

Financial statements for September are in order.

**MOTION:** Kris Woodburn made a motion to accept the September financial statements as presented. Jamie Green seconded the motion; the motion carried.

**EXECUTIVE DIRECTOR'S REPORT**

1. Officers for December Election

Angela Evans and Michael Cohen are willing to continue as Chair and Vice Chair; Kris Woodburn is willing to serve as Treasurer. Members interested in serving in any of the positions may contact Jean Lehmann.

**COMMITTEES**

1. Policy Council (PC)

Topics discussed at the November 19 meeting included a department presentation, a training, and announcement of the new requirement for volunteers.

**NEXT MEETING**

The Board will meet on Thursday, December 19.

The meeting ended at 6:35 p.m.

Respectfully Submitted,

Jean Lehmann