

**Team Leader Meeting Minutes/Notes**  
**February 11, 2016**  
**United Way Large Conference Room 9:00 - 10:30**

Attending: Alicia Dicks, Robin Robinson, Brenda Episcopo, Ann Maher, Michelle Sebastian, John Reale, Mary Kline, Melanie Adams, Deb Wilson-Allam, Joanna Robertson, Katie McCauley, Dave Lowitz; (*others missed?*)

1. Discussion of Meeting Focus – Creating a Plan To Chart a New Course for the Literacy Coalition [Handout as Discussion Guide]
  - Alicia Dicks talked about the sustainability of the literacy coalition; considering funding a few years back and have considered pulling funding but Alicia has helped keep it funded; discomfort with continuing to fund administration of the coalition; M&T and CF agreed to continue but shifting to impact investment – needs to have performance attached; staffing is not what they are willing to fund, but the work itself;
  - Ann Maher talked about learning from other Coalition models, referencing the graph included in the handout; our Coalition has been in what Frank Ridzi calls the “interactional phase” and we should now push ourselves into a “technical phase”, becoming project, results, and metric oriented.
  - Robin Robinson described the process as an infrastructure change; part of bringing a community all together is the language; our language is “we no longer want to be transactional, we want to be transformative”
  - Discussion followed.
2. Robin Robinson gave an overview of three local Coalitions whose models may be applicable to the discussion:
  - **Oneida County Youth Council:** Leadership comes from officers (president, vice president, secretary) who rotate on a two-year cycle; steering committee; governed by bylaws; has 12 workgroups/coalitions – the coalitions and workgroups find funding for whatever projects they’re doing. Governed by by-laws, not a 501C3 (Example: 211 Midyork, started as committee/workgroup)
  - **Mohawk Valley Housing and Homeless Coalition:** Leadership comes from a chair who receives compensation; has a board, leaders from coalition; 40+ agencies; large HUD grant that funds some of the agencies and that chair; does not have a 501C3
  - **Herkimer Oneida Organizations Active in Disaster (HOOAD):** Leadership provided by a Chair, Vice Chair, and Secretary; 20+ agencies – officers, agencies and subcommittees come together to secure and distribute funding in times of disaster

Other local Coalition models were suggested and discussion took place. Examples include a new Health Coalition currently being formed and led by the Oneida County Health Department; Compassion Coalition, a faith-based group focused on food and nutrition; Mohawk Valley Asset Building Coalition – centered with Voluntary income tax program (RCIL has been lead agency in that).

An observation was made that some Coalitions are single-focused and others multi-focused. The Literacy Coalition is clearly multi-focused.

Discussion continued about involvement of both counties as part of the Literacy Coalition. Suggestion was made to look at the Madison County model for Literacy Coalition which partners with Oneida Library.

### 3. Review of timeline

- February 11 Team Leaders Meet to Discuss and Create Action Plan
- February 25 Special Meeting of Full Coalition to Review/Revise Action Plan; assign tasks; appoint initial Governance Council/Steering Committee/Managing Partners group
- February – March
  - Action Teams meet per 2016 plan set in November
  - LMV/Resource Development Team meets with new Team volunteers
  - Website updates keep Coalition Members and Community informed
- March 18 Full Coalition Meeting

Meeting adjourned at 10:35; discussion to continue at Special Meeting of the Coalition on February 25 at the Community Foundation Innovation Room.

Submitted by J. Robertson and A. Maher