



**Meeting Date:** December 10, 2017

**Attendees:**

Prentice Butler	Janet Warren	Doris Bradley	*Tristan Smith
Shavonda Bowdre	De Undra Miller	Christina Butler	*Taylor Smith
*Chardaysha Butler	Asiahea Manning	*Pryce Butler	Jennifer Williams
Shawn Williams	Sarah Robinson	Vivian Bernard	Brianna J.
Paula Loftin	Darren Smith, Sr.	Cynthia Smith	Edna Lane

**Meeting Begin:** 12:05 pm      **Meeting Adjourned:** 12:20 pm

**Opening Remarks:**

- Recap of ICU purpose, topics and take-a-ways from previous meeting on 11/12/17
- Determining how we as a group will care for others and how we choose to be cared for by others
- iCare cases tentatively set for 1<sup>st</sup> Quarter 2018 (awaiting iCase from Pastor Bowdre)

**Topics of Discussion:**

- Activity/Planning Committee Update-
  - Upcoming Events
    - **December 2017**
      - **Gift-card exchange**
        - **All members bring a \$10.00 gift card for the gift card exchange game**
    - **January 2018 or 1<sup>st</sup> Quarter 2018**
      - **Plans to have a pot luck dinner**
- Outreach Committee Update-
  - Reviewed Outreach Tree with the group
    - Re-explained how it works
    - Status/success of communication tree
  - **Hospice snacks**
    - **Our iC Unit will assist the GAME with providing and delivering snacks to Hospice**

# Minutes/Notes Cont'd

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- Reports/Unit Resources-
  - "All about me" form for group circulation
    - All are encouraged to complete a form and return to Prentice Butler
    - Sheets of members are available and will be password protected and uploaded onto the web
  - Financials-
    - Were made available for review

## Questions/Remarks:

- **Suggestion of the group to take a group picture on Sunday, 12/24/17**
- Communication/Outreach Tree concern by D. Miller with regard to who is responsible for outreaching TL's when there are casualties, death, illness, etc.
- **Suggestion of P. Butler to purchase a pack of get well, thinking of you, birthday, etc. cards to be on hand when outreaching members**

## Take-a-ways/Follow-up:

- See items above that have been "**bolded**"

## Tid-bits:

-Team Lead: Prentice Butler

-Team Leaders: Paula Loftin, Janet Warren, DeUndra Miller

-Secretary: Janet Warren (Paula Loftin, back up)

-Treasurer: Paula Loftin

-Developer: DeUndra Miller

-Committees: Planning/Activity-  
Christina Butler, Paula Loftin, Jennifer Williams, Shawn Williams

Outreach-  
DeUndra Miller, Janet Warren, Shavonda Bowdre