

**TEEN COURT ADVISORY BOARD MINUTES  
MEETING OF JUNE 2, 2016**

**STATE OF TEXAS           §**

**COUNTY OF TARRANT   §**

**CITY OF BEDFORD       §**

**The Teen Court Advisory Board of the cities of Hurst, Euless and Bedford, Texas met at 6:00 p.m. at Bedford City Hall on the 2nd day of June 2016, with the following members present:**

HURST: Lorrie Dickerson

EULESS: Al Browning, Renu Sloan

BEDFORD: Kathleen Toms

TEEN REPRESENTATIVES:

Hurst Council Liaison –

Bedford Council Liaison – Dave Gebhart

Euless Council Liaison – Eddie Price

HEB Teen Court Coordinator – Mindy Eichorst

HEB Teen Court Assistant Coordinator –

Also present:

Hurst Deputy City Secretary –

Euless Staff Liaison –

Bedford Court Manager –

Hurst Court Manager –

HEB Teen Court Teen Liaison-

Bedford Administrative Services Director-

**CALL TO ORDER**

Advisory Board Chairperson Kathleen Toms called the meeting to order at 6:10 p.m. with a quorum of four Board Members present.

**APPROVAL OF MINUTES**

- 1. Consider approval of the following Teen Court Advisory Board minutes:  
a) April 7, 2016 Regular Meeting**

Renu Sloan motioned to approve the April 7, 2016 minutes and Lorrie Dickerson seconded the motion and all were in favor.

**OLD BUSINESS**

- 2. Discuss ideas for fundraisers.**

Advisory Board Member Al Browning presented a packet of information, including a task list outline and a guide of various contacts within cities, to the Advisory Board Members present.

Mr. Browning talked about various sign options including; design, print, and cost. The business owners would display the signs in their businesses. He also mentioned sponsors would pay \$150 and receive two signs, t-shirts, and tickets to the annual Gala. Chairperson Kathleen Toms advised a Sponsorship/Fundraising Committee would be needed to discuss the details of the various costs and come up with a few options to bring back to the Advisory Board. Coordinator Eichorst handed out a sample sponsorship packet that Advisory Board Member Jen Tucker designed. Advisory Board Member Renu Sloan advised a Fundraising/Sponsorship Committee needed to look over and discuss all of the suggestions and ideas.

### **3. Discuss and possibly take action on items as they relate to the 2016 annual Teen Court Gala.**

Teen Court Coordinator Mindy Eichorst passed around a Thank You card that Hurst Councilmember Anna Holzer had sent thanking the Advisory Board for recognizing her at the April Gala. Chairperson Kathleen Toms mentioned that there needs to be more exposure of the Gala and Teen Court. Bedford Councilmember Gebhart mentioned while the Gala silent auction items were great, there needs to be a few more midrange priced items. Mr. Gebhart also suggested talking with the State Senators and State Representatives getting them involved with the Gala and with the exposure of HEB Teen Court. Advisory Board Member Renu Sloan mentioned maybe display more midlevel silent auction items since some of the items were overpriced but she was impressed with the way the items were displayed. She would like to know how the Advisory Board Members could generate more people to attend the Gala. Advisory Board Member Lorrie Dickerson mentioned she thought the idea of too many silent auction items was a good thing, with many choices. Dickerson also mentioned both speakers engaged the audience, especially with the teens.

Eichorst passed out a list of expenses and revenue from the Gala. The report included expenses from the invitations, speaker gift cards, special plaque, Teen Scholarships, and detailed listing of the venue, Hurst Conference Center. The report also included revenue from the silent auction, sponsors, and tickets. There was a small profit from the Gala.

### **NEW BUSINESS**

#### **4. Set the date for the Fundraiser Committee Meeting.**

Advisory Board Member Renu Sloan asked if an email could be generated and sent out to all Board Members to see who is interested in being on the Fundraiser/Sponsorship Committee. Coordinator Eichorst advised that she could send an email out and include some dates to meet before the next Advisory Board Meeting.

#### **5. Set the date for the next Teen Court Advisory Meeting.**

Lorrie Dickerson made a motion to have the next meeting will on Thursday, September 1, 2016 at 6:00 p.m. at Bedford City Hall, and Renu Sloan seconded the motion. The motion passed unanimously.

### **REPORTS**

Teen Court Coordinator Mindy Eichorst went over the Coordinator's Report and Finance Report for the months of April and May 2016.

### **ADJOURNMENT**

Renu Sloan entered a motion for the meeting to be adjourned. Lorrie Dickerson seconded the motion and all voted in favor. The meeting was adjourned at 7:38 p.m.

A handwritten signature in blue ink that reads "Kathleen Toms". The signature is written in a cursive style with a long horizontal stroke at the end.

**Kathleen Toms, Chairperson**

**TEEN COURT ADVISORY BOARD MINUTES  
SPONSORSHIP/FUNDRAISING COMMITTEE MEETING  
MEETING OF AUGUST 3, 2016**

**STATE OF TEXAS           §**

**COUNTY OF TARRANT   §**

**CITY OF BEDFORD       §**

**The Sponsorship/Fundraising Committee of the Teen Court Advisory Board of the cities of Hurst, Euless and Bedford, Texas met at 2:30 p.m. at Bedford City Hall, Downstairs Conference Room, on the 3rd day of August 2016, with the following members present:**

HURST: Lorrie Dickerson  
EULESS: Al Browning  
BEDFORD: Kathleen Toms  
HEB Teen Court Coordinator – Mindy Eichorst

**CALL TO ORDER**

Chairperson Kathleen Toms called the meeting to order at 2:32 p.m. with a quorum of three Board Members present.

**NEW BUSINESS**

**1. Review and discuss sponsorship and fundraising ideas.**

The Committee Members met and discussed several options of getting business sponsorship from in and around the Hurst, Euless and Bedford area. Board Member Al Browning had a detailed packet that outlined the various steps to ask businesses for sponsorship. Mr. Browning went through the packet and various ideas were discussed from the different levels of sponsorship, information to hand to the businesses, signs to proudly hang in the businesses, and the cost and time involved to achieve all of this. A unanimous decision was made to have half page (5 x 8) signs that will have some graphics that were used in a sample sponsorship packet designed by Advisory Board Member Jen Tucker. Chairperson Kathleen Toms mentioned she would get some quotes for the half page signs. The sample sponsorship packet will be changed slightly and start with \$125 sponsorship levels. The laminated sponsorship packets will be utilized by the Committee Members when they are talking with the business owners and giving them an understanding about what HEB Teen Court is and explaining the teen volunteer scholarships. A sponsorship goal that the committee made was \$1,000 by the end of 2016. If a business would like to become a sponsor and give a check to the Committee Member, a receipt can be given. Mr. Browning suggested a 3 part receipt for any money collected. Advisory Board Member Lorrie Dickerson mentioned she would be able to assist with an excel spreadsheet to establish business contact information for the future.

**ADJOURNMENT**

The meeting was adjourned at 4:35 p.m.

*Kathleen Toms*

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**Kathleen Toms, Chairperson**