



City of Abilene

Child Advocacy Center Board Agenda

Notice is hereby given of a meeting of the Abilene-Taylor County Child Advocacy Center Board to be held on September 1, 2026 at 4:00 PM at the Taylor County Courthouse, Abilene, Texas, for the purpose of considering the following agenda items.

CALL TO ORDER

PUBLIC COMMENTS

Public Comments on Any Item on the Agenda

MINUTES

1. Approve July Minutes

AGENDA ITEMS

2. CAC Board Communications and Texas Open Meetings Act Laws - Haley Cagle, Assistant City Attorney
3. Update and Discussion from Fund Raising and Prevention Committee
4. Discussion and Vote Regarding National Night Out
5. CAC Director Updates
6. CAC Staff Presentation

ADJOURNMENT

Notice

In compliance with the Americans with Disabilities Act, the City of Abilene will provide for reasonable accommodations for persons attending meetings. To better serve you, requests should be received forty-eight (48) hours prior to scheduled meetings. Please contact the City Secretary's Office at 325-676-6208. Telecommunication device for the deaf is 325-676-6360.

CERTIFICATION

I hereby certify the above meeting notice was posted on the bulletin board at the City Hall of the City of Abilene, Texas, on the 26th day of August, 2026, at 3:30 p.m.

Shawna Atkinson, City Secretary



In attendance: Cynthia Vause, Tim Bundick, Maggie Brennan, Craig Shaw, Phil Crowley, Heather Hadlock, Janey Wawerna, Erin Stamey, Kerri Barber, Alana Jeter

- **Call to order at 4pm – Tim Bundick**
- **No public comment**
- **Review of previous minutes**
 - Update two typos
 - Phil Crowley motion to approve with amendments made
 - Heather Hadlock 2nd the motion
- **Review, Approve and Sign FY2027 Board Resolutions (HHSC and VOCA)**
 - Tim Bundick read the HHSC and VOCA Resolutions to the board
 - Cythina Vause stated the Resolutions were reviewed at the last CAC site visit and compliance was met
 - Resolutions were in compliance as of February 2026 and the standards have not changed – updates were made in July 2025 and October 2025
 - Alana Jeter shared she did not feel like she could participate in the vote for the HHSS Resolutions due to not having reviewed all the information provided
 - Erin Stamey shared she was not on the board during the time frame of the site visit
 - Phil Crowley made a motion to approve the HHSC Board Resolution
 - Craig Shaw 2nd the motion to approve
 - Tim Bundick, Maggie Brennan and Janey Wawerna voted to approve

- Heather Hadlock, Alan Jeter and Erin Stamey chose to abstain from voting
 - Alana Jeter made a motion to approve the VOCA Board Resolution
 - Janey 2nd the motion
- **CAC Staff Appreciation**
 - The board discussed previous initiatives for staff appreciation
 - It was stated that board funds could not be used for staff appreciation – funds would need to come from board member’s personal funds
 - Ideas for staff appreciation include taking 5 staff and Cynthia Vause to lunch, dropping off donuts and other snacks/treats, or setting up a drink station in the office
 - The board chose to assign a board member to each month for the remaining calendar year to lead appreciation efforts
 - August – Craig Shaw
 - September – Janey Wawerna
 - October – Phil Crowley
 - November – Erin Stamey
 - December – Tim Bundick
- **Legally Permissible Board Communications**
 - Craig Shaw asked for clarification on permissible communication outside of board meetings
 - It was stated that no board business can be done outside of board meetings – considered a walking quorum
 - It is permissible to bring forth a topic or idea to Cynthia Vause or Tim Bundick to add to the agenda for discussion at the meeting
 - It was clarified that these rules are in place through the Open Meetings Act to ensure transparency with communication
 - It was asked that a handout or flyer be created for board members as a review to ensure compliance
 - It was clarified that sub-committees can meet outside of board meetings and have discussions related to business - the work of that sub-committee is then presented at the next board meeting for open discussion and voting
- **Fundraising/Outreach**
 - Loose Change for Change Event – there is a need to review and revamp the current process
 - A sub-committee was formed to review the documents given to school principals, school staff and parents to boost participation; to explore the option of implementing a QR code for collection, and ways to continue

having a presence in the community outside of the Loose Change for Change Event

- The subcommittee members are Craig Shaw, Phil Crowley, Janey Wawerna and Maggie Brennan
- Loose Change for Change brought in approximately \$3,700 this year – it is an effective outreach and fundraising tool
- It was stated that the board members need to be mindful of the restrictions related to fundraising from the public since the CAC is not a non-profit organization
- There is a need to find other ways to push out education information to families
 - Cynthia Vause shared the CAC cannot have their own social media account, but she does have the ability to send information to be posted on the Abilene Public Health Page
 - In the future the board might consider an Outreach/Education subcommittee to focus on ongoing educational initiatives in the community – for example hosting an event for families and using part of the time to do a short presentation to parents and pass out information to be taken home
- **Number of Board Members**
 - The board is currently set to have 18 members - a change to the bylaws to reflect the actual number of active members was requested
 - Currently the board is out of compliance with the TX CAC bylaws – an amendment is needed or more board members need to join to ensure compliance
 - Cynthia Vause noted if the board is out of compliance during the next site visit the CAC funding could be affected until compliance is met
 - The City of Abilene is currently on “hold” for board updates