

## **AGENDA**

ASSET Administrative Team  
July 7, 2021, 12:15 p.m.

United Way of Story County  
Conference Room  
315 Clark Avenue  
Ames, IA 50010

1. Welcome
2. Approval of June 2, 2021 Minutes
3. Treasurer's Report
4. Old Business
  - a. Community Needs Assessment Update
  - b. Review Reference Manual Revisions
    - Schedule Special ASSET Board Meeting to Approve Reference Manual
5. New Business
  - a. Service Code for Friends of Iowa CASA Service
  - b. Review Proposed Volunteer Confidentiality Agreement
  - c. Liaison Assignments for FY 2022-23 Budget Year
  - d. Develop Agency Training (Aug. 16) Agenda
6. Additional Items/Concerns
7. Announcements/Reminders
  - a. Special ASSET Board Meeting to approve Reference Manual revisions @ 5:00 pm via ZOOM
  - b. ASSET Admin Team Meeting – August 04, 2021 @ 12:15 pm – United Way
  - c. ASSET Board Meeting – August 12, 2021 @ 5:00pm – Story County Human Services Bldg, 126 S. Kellogg Ave., Ames – Multipurpose Room, 2nd Floor
  - d. ASSET Agency Annual Training – August 16, 2021 @ 1:00pm – City of Ames Council Chambers
  - e. ASSET Admin Team Meeting – September 1, 2021 @ 12:15pm – location TBD
  - f. ASSET & Joint Funders meeting followed by Volunteer Orientation – September 9, 2021 – location TBD