



# **Ridgefield Prevention Council**

## **MINUTES**

### **Date**

April 27, 2026 6:00 PM Eastern Time

### **Location**

### **ZOOM - RPC Mission Statement**

The Ridgefield Prevention Council supports a safe and healthy environment for all Ridgefield families through awareness, education and positive alternatives to alcohol and other substance use and to reduce high-risk youth behaviors

"Ridgefield Prevention Council meetings will be conducted under Roberts Rules of Order and all participants are expected to conduct themselves with dignity and treat all those present with

---

## **Call to Order**

The meeting was called to order at: 6:03pm

---

## **Attendance**

- Denise Santangelo
- Karen Facini
- Kim Carone
- Sara

- \_\_\_\_\_
- \_\_\_\_\_

---

## Approval of Agenda

- **Motion:** Motion to Approve or Amend the Agenda - approved - KF
- **Second:** KC
- **Outcome:** approved

---

## Approval of Minutes (March 2026)

- **Motion:** KF
- **Second:** KC
- **Outcome:** approved

---

## Treasurer's Report

Presented by: Karen Facini

- Summary: \$19,835.23- treasurer report - post grad got their money
- Budget Concerns: none
- **Outcome / Action:** \_\_\_\_\_

---

## Chairperson Report – Denise Santangelo

### Updates

- Quarterly report submitted (4/23/26)
  - LPC funds status: received?
  - Board member updates: -
  - Website/social media status: \_\_\_\_\_
-

# New Business

## New Member Applicant – Sara Myjak

- Discussion: Motion to Approve Sara to proceed through the process to Rudy M.
- **Decision / Next Step:** Approved BY KC and Seconded by KF

---

### Action Items

- Denise - Obtain permits & finalize May park event date
- Obtain the park permit for the May mental-health 'Pizza & Prevention' event, pick a date (aim for early/mid-May or Monday), coordinate therapists/volunteers to staff the event, and inform the group of the confirmed date and permit details.
- Denise - Share agendas, spreadsheet & onboard new member
- Put board members and new member(s) on the Google Docs agenda access list, email the agenda and meeting links to town and invitees, create and distribute the event allocation spreadsheet for role sign-ups.
- - Sierra - Provide school contact and social assets
- Forward the school contact email and any relevant event/flyer details to the chair and Karen, continue scheduled social media posting through May, and prepare/submit flyers/assets for Sierra to use for boosts when provided.
- - Karen - Confirm banners/keys & support school outreach
- Confirm availability/location of physical banners/tablecloths and keys, coordinate with the chair on taking banners to events, and approach elementary school principals/PTAs (or coordinate via Mike) to assess interest and approval pathways for school-based events.

### Chair Report

- - Meeting held via the town Zoom account; hosts resolved attendee/audio issues and added a new board invitee. Meeting closed at 6:56 PM (Zoom account hard-stop 7:00 PM).
- - Treasurer reported \$19,835.23 available. No urgent budget issues; decision needed on how to allocate funds for events.
- - Agreed core calendar: May = Mental Health / coping skills, park pizza & prevention outreach (target: daytime/after-school), June = graduation support, September = vaping prevention and other recurring topics.
- Meeting logistics & attendance
- - Host switched to town Zoom account causing attendee/viewer controls confusion; some participants initially joined as attendees and had to be promoted to speak.
- - Board added a new invite link option so non-board community members (e.g., Sierra, Mike) can join as attendees or panelists when needed.

- - Chair noted requirement to submit credentials and agenda to town two weeks ahead for Zoom/board processing; swearing-in of new board member requires appearing at town hall/Board of Selectmen (tentative May 20).
- Roles, minutes & administration
- - Chair presented a streamlined minutes template in Google Docs and will share access; suggested rotating minute-taking eventually to reduce chair workload.
- - Chair remains responsible for quarterly reports and submission tasks but is working to streamline processes.
- - New member onboarding requires being placed on the agenda and then sworn in at town hall before full participation.

### **Treasurer & budget**

- - Treasurer reported current balance: \$19,835.23.
- - Recent Playhouse event was fully funded and Post-Grad received requested funds.
- - No immediate budget concerns; group to decide priority spending (e.g., boosting social posts vs event expenses).
- 
- Social media & outreach (Sierra)
- - Sierra has been maintaining posts (maintenance posting, ~2 posts/week recently) and creating awareness content (quotes, images).
- - She requested clearer direction/flyers from the group before invoicing for boosts; has not boosted recently without explicit event materials.
- - Group agreed Sierra will continue regular posting and will be included on meeting emails and event briefings so she can prepare assets and schedule boosts aligned to events.

### **Events calendar & execution**

- - May focus: Mental health / coping skills month; plan a park-based "Pizza & Prevention" outreach event timed to capture foot traffic (aim for early afternoon to ~4:00 PM or after-school windows; Mondays/Thursdays discussed).
- - Chair will obtain required park permits and coordinate therapists/volunteers to staff mental health table(s).
- - June: Graduation support / grad party initiatives.
- - September: Vaping prevention targeted at high-school audience; other recurring events (movie night, playhouse, park events) to be assigned to regular volunteers.
- - Agreed strategy: keep many events free, leverage PTA and school contacts to advertise, and engage local speakers (e.g., Matt Belice or other presenters previously well-received).

### **Schools engagement & audience targeting**

- - Consensus: earlier intervention is valuable—elementary and high-school audiences are effective; middle school presents outreach timing/engagement challenges (peer pressure/acceptability).

- - Barrier: schools often decline external programming or require internal approvals / PTA routing even when council offers to fund speakers; past efforts showed schools reluctant to accept externally funded programming.
- - Board members with school connections (Treasurer and chair) can approach principals/PTAs to bridge this gap and schedule school-based presentations where possible.

### **Volunteering & sustainability**

- - Current operational risk: small active core (mostly chair, treasurer, one other) leads to burnout; board agreed need to recruit more active volunteers who can own and drive events end-to-end.
- - Plan: Chair to draft an events allocation spreadsheet and circulate for role sign-ups so baton can be passed between more volunteers and events run reliably.
- 
- Next steps & outlook
- - New member (Sarah/Sierra as discussed) to be placed on town agenda and sworn in at town hall (target Board of Selectmen slot, tentatively May 20).
- - Chair will push for park event permit and pick a date (aiming for an early-May or mid-May slot; Mondays preferred by some).
- - Social media lead will receive flyers and event details in advance to prepare posts and scheduled boosts for the May mental health outreach.
- - Short-term objective: finalize May park event logistics (date, permit, volunteers, therapists, materials) and distribute the events spreadsheet so responsibilities are clearly allocated.

## **Upcoming Deadlines**

- National Prevention Week (May 10–16)
  - **Point Person:** \_\_\_\_\_
- May 19: LPC Leadership Meeting
  - Representative: \_\_\_\_\_
- June 15: Funds must be used
- July 15: Final report due

## **Future Event Planning**

### **Recurring Event Series**

- Parent Support & Prevention (MAY)

- **Point Person:** Denise & Karen
- Recovery & Suicide Awareness
  - **Point Person:** \_\_\_\_\_
- Vaping/Smoking Awareness (Sept 2026)
  - **Point Person:** Kim Carone

## **Event Reports & Ownership**

### **SpireBALL League**

- **Point Person:** \_\_\_\_\_
  - Locations: \_\_\_\_\_
  - Teams/uniforms: \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

### **Movie Night (Future Planning)**

- **Point Person:** \_\_\_\_\_
  - Decision to repeat: \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

### **Pizza Box Campaign (988 Awareness)**

- **Point Person:** \_\_\_\_\_
  - Sticker progress: \_\_\_\_\_
  - Lounsbury collaboration: \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

### **Pizza & Prevention in the Park (Sept 2026)**

- **Point Person:** \_\_\_\_\_
  - Location: \_\_\_\_\_
  - Sponsors: \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

### **Suicide Prevention Week (Sept 6–12, 2026)**

- **Point Person:** \_\_\_\_\_
  - **PRIDE collaboration:** \_\_\_\_\_
  - **Media/visibility plan:** \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

### **Battle of the Bands (End of Summer)**

- **Point Person(s):** \_\_\_\_\_
  - **Collaboration:** \_\_\_\_\_
  - **Next Steps:** \_\_\_\_\_
- 

## **Adjournment**

- **Motion:** approved by KF
  - **Second:** KC
  - Meeting adjourned at: 6:56pm
-