



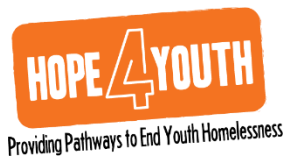
BOARD OF DIRECTORS MEETING

Monday, September 28th, 2020

5 – 7:00pm

Meeting Location: Virtual/Call In

AGENDA	TIME
• Call to Order (Chris Warner)	5:00p
• Welcome/Introductions (Chris Warner)	5:01p
○ Julie Orlando, Director of Advancement	
• Approve Agenda (Chris Warner)	5:03p
• Approval of Minutes (Chris Warner)	5:04p
• Executive Directors Report (Linda Bryant)	5:15p
○ Strategic Plan Process Update	
○ Staffing Update	
○ Hopes Closet Update	
• Financial Report (Sara Nohner)	5:25p
○ August Financial Dashboard	
○ Approval of Signature and Spending Authority Policy	
○ Return to Calendar Year End	
○ Budget FY2021	
• Advancement Report (Linda Bryant)	5:55p
• Program Report (Mark McNamer)	6:00p
• Committee Reports	6:05p
○ Strategic Planning Committee – Jennifer Stone	
○ Development Committee – Stephen Nash	
○ Nominations Committee – Sue Woodard	
• New Business (Chris Warner)	6:15p
○ Board Member Recognition and Updates (Chris Warner)	
▪ Board Member Recognitions	
▪ Board Election	
• Action Item Recap (Chris Warner)	6:25p
• Adjourn to a Closed Meeting of Board Members (Chris Warner)	6:30p
• Board Meeting Adjourn (Chris Warner)	7:00p



Board of Directors Meeting Minutes
September 28, 2020
5:00-7:00 pm; via Zoom call

Board Members Present: Marina Bressler, Sean Haag, Leanne Matchen, Stephen Nash, Sarah Nohner, Mark Nolen (5:07 pm), Stephen Spears, Jennifer Stone (5:10 pm), Sheriff James Stuart, Anna VanRueden (6:08 pm), Chris Warner, Sue Woodard

Board Members Absent: none

Staff and Guests Present: Linda Bryant, Julie Fliflet, Mark McNamer, Julie Orlando

The meeting was called to order at 5:04 pm by Chris Warner, Chair of the Board.

Motion made by Marina Bressler, seconded by Stephen Spears and passed unanimously to approve the agenda as presented.

Welcome/Introductions

Julie Orlando, HOPE 4 Youth's new Director of Advancement was welcomed and introduced to the board. She started with HOPE 4 Youth on September 14th.

Approval of the Minutes

A motion was made by Leanne Matchen, seconded by Sherriff James Stuart, and passed unanimously to approve the August 24, 2020 minutes.

Executive Director Report

- Strategic Plan Process Update: Linda Bryant reviewed the Strategic Planning Process & Timeline document that was included in the board packet that outlined the proposed schedule and three phases of the upcoming strategic planning process that will begin this October and wrap up by the end of February 2021.
- Staffing Update: Linda Bryant gave the board an update on the plans for hiring for the three program positions that are currently open. Plans are to hire for the youth coordinator position by the end of October, to hire for the program manager position by the end of November, and to wait until January 2021 to hire for another youth coordinator after further evaluation of program needs. This will allow time for the new program manager to be involved in those discussions before hiring the second youth coordinator.

- Hope's Closet Update: plans are underway to reopen the store the third week of October. Initial plans are to be open 2 days a week and to continually evaluate as we go. A COVID-19 Preparedness Plan will be developed and in place like it is for all H4Y facilities before we open to ensure we are practicing the proper safety protocols. The lease for Hope's Closet is up at the end of December and in conversations with the landlord he has indicated he will not entertain a 1 year extension, so we are moving forward to find new space alternatives for the store as we are not comfortable committing to another 3 year lease at this location. We hope to find a larger space, preferably in Anoka County, that will serve our needs better than the current space.
- The Circle of Hope prevention pilot program at Excell Academy that began last July is being suspended due to COVID-19, and we will be winding down that programming over the next 30 days. The plan over the next 6-9 months is to develop a prevention programming model that will focus on high school age youth. H4Y will be working with the Anoka-Hennepin School District on how best to structure that programming and provide those services.

Financial Report

August Financial Dashboard

Sarah Nohner, Chair of the Finance Committee reviewed the highlights from the August financial dashboard that was included in the board packet. August was a good month financially, and H4Y continues to show a positive YTD net income, positive YTD variance to budget, and at the end of August we had a strong cash position with approximately 8 months cash on hand.

Approval of Signature and Spending Authority Policy

The Signature and Spending Authority Policy was first presented to the board at the June meeting, and at that time the board directed staff to confirm that it did not conflict with any current bylaws before they moved forward with voting to approve the policy. That has been confirmed, and it does not conflict with any current bylaws.

Motion made by Stephen Nash, seconded by Sarah Nohner and passed unanimously to approve and adopt the Signature and Spending Authority Policy as presented.

Return to Calendar Year End

The Finance Committee brought forward a recommendation to return the organization to a calendar year end. A thorough review of the pros and cons has been discussed over the course of several months by the Finance Committee, and a formal recommendation outlining the reasons and rationale for the change, along with the next steps and process for implementing the change was included in the board packet. The board discussed the recommendation at length. As part of the change, new board terms/officers would start October 1 as planned, and for then those terms would be extended 3 months to December 31, 2021.

Motion made by Mark Nolan, seconded by Marina Bressler and passed, with one vote in opposition by Sean Haag, to return to a calendar year end for the organization's financial year effective with the 2020 year, by extending the current fiscal year ending September 30, 2020 by 3 months to instead end December 31, 2020, and to authorize Julie Fliflet to sign all documents and forms and filings pertaining to the change.

Motion made by Stephen Spears, seconded by Mark Nolan and passed unanimously to table approval of the fiscal year end 9/30/21 budget as prepared and send the budget back to staff with a directive to revise and update the budget as appropriate to reflect a calendar year end of 12/31/21, That revised budget should be brought back to the Finance Committee and Board for approval in 2-3 months, before the beginning of the new year that will begin on January 1, 2021.

Budget FY2021

This item was tabled per the previous motion.

Advancement Report

The advancement scorecards that were included in the board packet were reviewed with the board. There was concern expressed that the new and renewed donors was much lower than the goals for the month. Staff will be looking into how those goals were originally set, the accuracy of the numbers, and possible reasons for the variance.

Program Report

The program scorecard that was included in the board packet was reviewed with the board. The low number of youth served at the Drop In Center does continue to be an area of concern.

Committee Reports

Strategic Planning Committee: Jennifer Stone, Chair of the Strategic Planning Committee noted that a lot of the strategic planning update was covered in the Executive Director report, but further stated for the board the focus on having a solid foundation upon which to base the process, and that the goal was to kick the process off soon in conjunction with Cheryl Jensen's help in working with H4Y as we move through this process.

Development Committee: Stephen Nash, Chair of the Development Committee gave a brief update on recent committee discussions. The Hunt for Hope event that took place this past Friday went very well. There are no firm revenue numbers to report out yet, but results should be similar to last year and the net last year was approximately \$20,000. He also mentioned the new donor and volunteer database platform that H4Y is implementing. This will hopefully be a much better system, more user friendly, and will allow the organization to consolidate multiple separate database systems into an all-in-one platform. Stephen also gave a recap of the Out of the Cold fundraising campaign that will be kicking off its 6-week span starting November 19th

and 20th and asked the board to send in ideas for potential companies that would be possible sponsors and partners. He also reminded the board that the Gala has been moved to the Spring. They are considering April 23rd but have not set a date yet and are having lots of discussions about ways to hold that event in a COVID friendly way.

Nominations Committee: Sue Woodard, Chair of the Nominations Committee noted that there was no report for this month. There are currently 1 or 2 candidates being considered that will most likely be presented next month.

New Business

Board Member Recognitions: Chris Warner led the board in recognizing the contributions of Sarah Nohner and Sheriff James Stuart who are leaving the board at the end of September when their terms end.

Board Election: The following slate of officers was presented for the coming year, with terms of October 1, 2020 – December 31, 2021:

Chair:	Stephen Spears
Vice Chair:	Stephen Nash
Treasurer:	Mark Nolan
Secretary:	Marina Bressler

Motion made by Chris Warner, seconded by Jennifer Stone and passed unanimously to accept the slate of officers as presented.

Executive Session

The meeting was adjourned at 6:38pm to executive session.

Respectfully Submitted,
Julie Fliflet
Director of Finance & Administration