



## Board of Directors Meeting Minutes

June 28, 2021

5:00-7:00 pm; via Zoom call

**Board Members Present:** Sean Haag, Leanne Matchen, Stephen Nash, Don Phillips, Jennifer Stone, Chris Warner, Anna VonRueden

**Board Members Absent:** Paul Lenzmeier, Stephen Spears, Sue Woodward

**Staff and Guests Present:** Julie Fliflet, Cheryl Jensen, Mark McNamer, Julie Orlando

The meeting was called to order at 5:03 pm by Stephen Nash.

### Approval of the Minutes

Julie Fliflet identified a gap in the May 24, 2021 meetings minutes that did not identify who seconded a motion. Anna, Chris, and Steve discussed the previous motion and filled in that gap. That correction was made to the May 24, 2021 meeting minutes.

**Motion** to approve the May 24, 2021 meeting minutes was made by Anna VonRueden, seconded by Don Phillips, and passed unanimously.

### Finance Report

Julie Fliflet reviewed the May financials, showing a positive overall variance from budget of approximately \$52,000 through May. Julie Fliflet also noted that Mark Nolan had resigned from the Board, including his roles as (1) Treasurer and (2) Finance Committee member. She thanked him for his service to HOPE 4 Youth.

### Program Report

Mark McNamer reviewed the May 2021 Program Report. He reported that HOPE Place is at capacity but that he expected a couple of vacancies soon and he intends to fill those spots quickly. There are 18 active youth in HOPE Homes. The Drop-In Center is busy, and staff are increasingly documenting the work being done. Mark also shared that there is a new staff person at the Drop-In Center who is bilingual and a native Spanish speaker. Finally, he reported that the graduation party at the Drop-In Center was a success.

### Advancement & Development Report

Julie Orlando reviewed the Advancement Scorecard for May 2021. There is an uptick in total volunteer hours, there were 67 new volunteers, people are spending more time on the website, and there are 5 community donation drives planned for July. Additionally, the Drop-In Center now has donated lunches available Monday, Wednesday, and Friday, in addition to dinners, and Maple Grove Church is donating dinner to HOPE Place once a month.

Julie Orlando and Steven Nash reported on the Night 4 HOPE outcome. While the number of attendees was down due to COVID restrictions, there were several accomplishments, including an increasing the number of new donors and the average donation amount, the vendor food cost decreased, and the ratio of revenue to expenses improved. Feedback about the event has been positive and Julie Orlando invites additional feedback.

Finally, the date of the Darkest Night 4K will be Friday, September 17. There is already a lead sponsor who has committed \$10,000 for the event.

### **Executive Director Update**

Cheryl Jensen reported that the Executive Director position has been posted on the website and social media and she has begun to vet candidates. The candidates will fill out a questionnaire and submit a writing sample, which will be provided to the Recruiting Committee. She is focused on finding a leader who can connect with the local community.

Cheryl Jensen also mentioned that Kyla Rathjen left her administrative assistant role for a different position outside of the organization. The staff is looking to add additional responsibilities to the administrative assistant position, possibly by expanding to development and finance, so that there are more opportunities for growth within the role.

### **Strategic Planning Committee Update**

Jennifer Stone and Cheryl Jensen shared the Strategic Planning Committee's proposed Mission, Vision, Core Values, and Strategic Priorities, as outlined in the Board packet.

**Motion** to approve the Mission, Vision, Core Values, and Strategic Priorities as set forth by the Strategic Planning Committee was moved by Chris Warner, seconded by Don Phillips, and approved unanimously.

Cheryl Jensen shared that the next step is to bring the strategic plan back to the staff to create work plans. The Strategic Planning Committee will meet quarterly to review the work plans, and report progress to the full Board on a quarterly or biannual basis.

### **Mark Nolan's Resignation**

Stephen Nash announced Mark Nolan's resignation from the Board.

**Motion** to accept Mark Nolan's resignation was moved by Don Phillips, seconded by Chris Warner, and approved unanimously.

### **Nominations Committee Update**

Chris Warner, Chair of the Nominations Committee, recommended J.J. Slag to join the Board.

**Motion** to accept J.J. Slag's nomination was moved by Chris Warner, seconded by Jen Stone, and approved unanimously.

### **Executive Team – Treasurer**

Mark Nolan's resignation leaves the position of Treasurer open on the Executive Committee. Don Phillips will be filling the position on a temporary basis. Don Phillips will evaluate taking on the Treasurer role full time after working with the Finance team.

**Motion** to accept Don Phillips' temporary nomination was moved by Anna VonRueden, seconded by Don Phillips, and approved unanimously.

### **Adjourn to Closed Session**

**Motion** to adjourn was made by Anna Von, seconded by Sean Haag, and approved unanimously.

The meeting ended and moved to closed session at 6:26 p.m.

Respectfully Submitted,  
Leanne Matchen  
Board Member