



**Board of Directors  
Meeting Minutes  
November 22, 2021**

**5:00-7:00 pm; Anoka County Sheriff's Office**

**Board Members Present:** Paul Lenzmeier, Stephen Nash, Don Phillips, JJ Slag, Stephen Spears, Sue Woodward

**Board Members Absent:** Anna VonRueden

**Staff and Guests Present:** Angie Forsman, Brooke Limanen, Mark McNamer, Julie Orlando, LaChelle Williams

**Call to Order**

The meeting was called to order at 5:08 PM by Stephen Spears.

**Mission Moment**

Shared by Mark McNamer.

**Approval of Agenda and Minutes**

**Motion** made by Sue Woodard, seconded by Steve Nash, and passed unanimously to approve the agenda and October 2021 minutes.

**Board Development Nominating Committee Update**

LaChelle presented the three candidates for the board. Brad Konik, a business owner, has been a big supporter of H4Y. Julie Cole has a marketing background and was recommended by Sean Haag. Pat Chen has a background in HR and was brought forward by Mark McNamer. All candidates have met with LaChelle and Chris Warner. It was stated that the board would still like to find board member from the school system.

*See nomination bios in Board Packet*

- *Pat Chen*
- *Julie Cole*
- *Brad Konik*

**Motion** to approve new board members by Steve Nash, seconded by Paul Lenzmeier, and passed unanimously.

**Executive Director Report**

LaChelle Williams shared that the HOPE 4 Youth team is working hard. Sometimes working

more hours than scheduled due to the demand.

#### Advancement Highlights

- Out in the Cold – We collected 1943 pounds of food and 247 pounds of clothing.
- Give to the Max raised \$33,389 and Out in the Cold raised \$17,759.
- Annual Appeal will be dropping in mailboxes next week.

#### Program Highlights

- The Drop-In Center has seen a 108% increase in new youth and a 52% increase in visiting youth.
- With new youth there have been new challenges.

#### Administrative Highlights

- The PPP Loan has been forgiven.
- LaChelle and the directors have met with Anoka County Food and Health to discuss State of MN compliance at the Drip-In Center and HOPE Place.
- We are continuing to build rapport with the community.

#### **HR Update – MACC**

LaChelle proposed a contract with MACC. Stating it is a \$40,000 investment with a comprehensive package. This contract needs board approval to move forward. Reasons that HOPE 4 Youth needs this partnership:

- ADP style of payroll
- Talent retention
- Healthier and better insurance
- Job descriptions
- Experts to lean on

#### Questions:

1. Is there a list of actual benefits for the \$40,000? Yes. Part of the expense is having them manage payroll and benefits.
2. Is there a downside? The price is a sticker shock. It is a net plus to our staff.

**Motion** to approve MACC contract by Sue Woodard, seconded by Steve Nash and Don Phillips, and passed unanimously.

#### **2022 Budget Review**

##### *• Discussion of 2022 Budget*

The budget allows for increased staff and payroll. Money needs to be made for the budget to work. We need to have a development plan in place to support the funding of our programs. Email questions about the budget to LaChelle.

- *Plan of approval – December online approval will be sent to the board.*

### **Finance & Administration October Financial Report**

Variances in the finances are due to one-time staffing expenses, extra payroll timing, and Hope's Closet store closure. The Finance Committee, which includes Don Phillips (treasurer), Sara Nohner, and Tanya Bacigalupo, meets once a month. Then the executive committee reviews the finances, and they are submitted to the full board. There was a deep dive into the budget.

### **Adjourn**

**Motion** to adjourn made by Steve Nash, seconded by Sue Woodard and passed unanimously.

### **Annual Meeting Business**

6:32pm

#### *Nominations for officers*

*o Bylaws review*

*o Renewals and committee structure and needs*

*\*Recommended to stagger the terms so that not everyone is leaving at the same time.*

*o Thank you to our officers*

Nominations:

Slate of officers as follows, Stephen Nash as Chair, Anna VonRueden as Vice Chair, Don Phillips as Treasurer, and Secretary left open at this time.

**Motion** to approve the Slate of new officers by Paul Lenzmeier, seconded by Sue Woodard, and passed unanimously.

Stephen Spears is helping with the Board Committee structure.

### **OPEN Business**

Stephen Spears thanked incoming board members. Steve Nash thanked Stephen Spears for his service.

The meeting ended at **7:02pm**.

Respectfully Submitted,

Brooke Limanen, Development & Administrative Associate