 

**HOPE4YouthMN.org**

**763.323.2066**

2191 Northdale Blvd NW

Coon Rapids, Minnesota 55433

**Executive Committee Meeting - notes**

**April 18, 2022**

* **Welcome and Introductions 5:00p**

Steve Nash (Chair), Anna VonRueden (Vice Chair), Don Phillips (Treasurer), Tanya Bacigalupo (H4Y compliance controller & Finance Committee), LaChelle Williams (ED at H4Y), Brooke Limanen (Finance and Data Specialist at H4Y)

Guests Landon Holmquist (Sr. Manger and audit lead), Molly Schaffer (Audit Manager)

* **Audit Presentation from Abdo Solutions 5:05p**
  1. Landon Holmquist and Molly Schaffer presented HOPE 4 Youth’s 2021

audit findings – they shared we have a clean audit with a few minor recommendations of simplification options to create greater efficiencies. They shared they enjoyed working with the H4 Y team and will be available throughout the year for procedural questions.

* 1. Questions from board/discussion
* No significant questions from the board
* **March Financials 5:45p**
  1. Discussed March financial results
* Discussed items noted in the Finance Committee meeting notes
  1. Payroll, expense timing, market investment, increases in snow removal, utilities, and building improvement requirements
  2. Donation trend research – trending favorably in comparison to previous years
  3. Will share update from Pohlad debriefing at next meeting.
* No noted concerns nor action requested
  1. Update on financial partnership outreach
* Tanya and LaChelle will be meeting with our three of our four financial partners on April 20th.
* Staff is planning to present meeting finding to the Finance and Executive Committees. Staff will inquire on balloon payment for HOPE Place in 2025 and inquire if anything exists for the Administrative office.
* **Board resolution 6:00p**
  1. 403(B) benefit through MACC
* Had an extensive discussion regarding the Retirement Plan. Don would like to talk to someone at MACC regarding the offered program through our partnership to ensure benefits for staff are appropriate. LaChelle to schedule connection with Don and MACC.
  1. Bank resolution for Investment discussions to include LaChelle Williams as reviewer and bank signer
* Don recommends H4Y consider part of board reserves/cash be transferred to US Gov options – more discussion pending
* Don recommends someone on the Finance Committee or Exec Committee be noted with communication and viewing rights be added to the resolution.
* To expeditated process, voted to move forward with the presented resolution and add board member if and as needed after further review.
* **Other Business 6:55p**
* H4Y staff meeting – Steve shared his positive experience and perspective from his recent guest visit to an all-staff meeting.
* Retreat – Meeting with a business purpose and social element at a desirable location. The theme will be tied to *building the future* (direction will be guided by result of state funding decision). Plan for June 20th from 5p-8p.
* Survey plan – hold until the Fall.
* August 22nd Board meeting and Golf Event vision – Move Board meeting to August 1st.
* Operational updates – do I need a board resolution on operational improvements – LW authorized to move forward without board approval.
* Impact of Hwy 10 construction – ran out of time

Note for 2023! Charlsen Meadows is a BEAUTIFUL place to host a retreat and only charges non profits $75! They book out about a year in advance so something to mark down for future for your staff or the board.