



**Board of Directors  
Meeting Minutes  
March 28, 2022  
5:00-7:00 pm; Sheriff's Office and Zoom**

**Board Members Present:** Pat Chen, Julie Cole, Paul Lenzmeier, Stephen Nash, Don Phillips, JJ Slag, Stephen Spears, Anna VonRueden, Sue Woodard

**Board Members Absent:** Brad Konik

**Staff and Guests Present:** Tanya, Bacigalupo, Brooke Limanen, Julie Orlando, Danielle Snider, LaChelle Williams

**Call to Order**

The meeting was called to order at 5:06 pm by Steve Nash.

**Mission Moment (Anna VonRueden)**

**Approval of Agenda and Minutes**

**Motion** made by Anna VonRueden, seconded by Stephen Spears, and passed unanimously to approve the agenda and January 24<sup>th</sup> minutes.

**Board Development/Nominating Committee update (Stephen Spears)**

Stephen Spears presented the nomination for Linda Barnum to the board.

**Motion** made by Sue Woodard, seconded by JJ Slag, and passed unanimously to approve Linda Barnum as a new board member.

**Board Executive Committee Update (Steve Nash)**

The Board Committee vision is to have active participation on each of the committees to include Development, Finance, Program and Strategic Steering. The Program Committee will be launching soon with a focus on the youth we serve. The Strategic Steering Committee will also be launching soon with the goal of operationalizing HOPE 4 Youth's Strategic Plan.

The Fund Management Policy has been updated from 2019. The biggest change being the transition from the title CEO to Executive Director. The Finance Committee made the recommendation to the Executive Committee to move forward.

**Motion** made by Don Phillips, seconded by Stephen Spears, and passed unanimously to approve the updated Fund Management Policy.

## **A Night 4 HOPE Update and Discussion (Julie Orlando – JJ Slag)**

The event has sold out and we are at capacity. The Board was called to action to secure more sponsorship opportunities for the event.

## **Executive Director Update (LaChelle Williams)**

### Board Support

The Board Portal is fully operational and will function as the historical repository. A Board Calendar with meeting and events dates are housed in the portal.

### Staffing and HR Progress

Our HR support with MACC is moving forward. This is a comprehensive partnership which includes benefit enhancements, HR support, and process improvement. HOPE 4 Youth has officially completed our transition with our payroll system through MACC. LaChelle is working with MACC to finalize a 403(B)-retirement savings plan proposal for HOPE 4 Youth. She will be requesting a Board Resolution in April to approve. Reviews for 2021 are now complete. We are in the process of administering our 2022 goals discussions with our new Continuous Coaching format. The document and discussions include three imperative elements: Measurable (SMARTER) Goals, Mission-based Core value-based behaviors, and Professional Development. We have one open position due to a recent change in our AmeriCorps relationship.

### Operational Update

We learned we will not be receiving funding by Pohlad this year. Not all funds expected from this grant were budgeted so the impact of not receiving these funds will be less. LaChelle is working on the net impact to our finances and will work with Julie and Mark regarding changes to the plan. More special events will not be the solution, rather strengthening and expanding our relationships within our fundraising streams will be the answer.

### Program Update

With Mark being on vacation, LaChelle shared the program updates. Most of the challenges that were present before Mark started two years ago have been addressed. HOPE 4 Youth is currently working to break down the silos that existed between the different operational areas and restoring the staff and leadership connection. We are holding the youth accountable within a warm welcoming environment, offering resources and follow up. HOPE 4 Youth has institutionalized the 4-fold approach of trauma informed care, strengths-based mindset, youth-centered engagement, and harm reduction to create a strong base.

Our partnering relationships with FamilyWise, Anoka County and others are making a difference. We plan to enhance our volunteer opportunities to include both youth-centered opportunities and mission supported options. The mentorship gaps today include finance and budgeting, filing tax returns, and legal support (eviction or labor law knowledge). The mission supportive options include HOPE Place yard work, facility painting, and other projects.

### New Facility Update

HOPE 4 Youth has met the deadlines for both the House and Senate hearings. We are in communication with Anoka County leadership and the Anoka County Lobbyist. We are working with a property broker, Newmark, who will help identify options as we move forward. The decision will be made in mid-May. Our next step is to continue building rapport and relationships with city and county leaders.

**Financial Report (LaChelle/Tanya Bacigalupo/Don Phillips)**

Today we started our internal audit with ABDO Solutions. On Feb 28<sup>th</sup>, we ended our relationship with MMC and entered a new fiscal oversight agreement with Tanya Bacigalupo. Tanya has been engaged with HOPE 4 Youth since our inception, so this relationship transition has been seamless.

Our financial position is strong. We have nearly 9.5 months of cash and cash equivalents along with our board reserves. We will see a \$305,000 reduction over 2021. This is largely due to the \$180,000 PPP loan we received the first quarter 2021 and our natural reduction in receivables due to our pledge process. Next year the final \$67,000 pledge from Heartland Tire will be fulfilled.

Our income statement shows a \$26,000 improvement over plan in February, with a \$50,000 improvement to our planned budget year to date. Revenue and expenses are trending as planned, with a couple of exceptions. The exceptions are based on timing and higher than planned expenses. For example, utilities and snow removal are higher than planned.

Always important is our expense allocation. We are striving to be close to a 75% program breakout. In 2021 we tracked 76% for the year. We are down this month due to the time of year with expense needs and the rent break this month.

**Open Business (Steve Nash)**

Steve presented the opportunity to express interest in any of the board committees that are available.

**Adjourn**

**Motion** to adjourn was made by Anna VonRueden, seconded by Paul Lenzmeier, and approved unanimously.

The meeting ended at 7:02 pm.

Respectfully Submitted,

Brooke Limanen, Finance and Data Specialist