

**YOUTH ON THEIR OWN BOARD MEETING**  
**Thursday, September 22, 2016 | 5:00 PM**  
**YOTO Office**

**Board Members in Attendance:** Tom Hoyt, Terry Hlivko, Bob Levine, Mike DiChristofano, Glynda Underwood, Kris Cohen, Sean Denlinger, Juan Ley, Sean Murray, Jane Klipp, Will Taylor, Mary Stewart (by phone)

**Board Members Absent:** Jennifer Row, Bob Villamana, Mike Hanson, Kim Marohn, Bryan Foulk, Bill Stoffers,

**Staff Members in Attendance:** Nicola Hartmann, David Martin, Matthew Palmer, Kristyn Conner, Daniel Armenta

**Guests in Attendance:** Stephanie Romero (Manheim), Laura Alexander (Alexander | Carrillo Consulting)

**Call to Order:** Tom Hoyt, Board President, called the meeting to order at 5:03 p.m.

**Check Presentation: Manheim Auto Auction**

Stephanie Romero and her father presented a check to YOTO in the amount of \$35,971. These funds were raised at the annual Manheim Auto Auction, made possible through the support of 10 dealerships and the sale of 37 vehicles.

**Program Report: David Martin**

Enrollment at the end of August was 546 students (vs. 522 students this time last year, a 2% increase). This year, students were given a hard deadline to turn in their stipend forms. 403 out of 546 students (74%) turned in their forms on time.

YOTO now also offers a financial literacy program, which any student who applies for Special Needs funding (emergency financial assistance) must attend. The workshop teaches them about budgeting and walks them through spending/saving scenarios. The workshop can be conducted individually or in groups. Roughly 100 students have participated in the program thus far this year.

**Finance Report: Matthew Palmer**

The organizational audit will begin in at the end of October. A new budget draft was presented, projecting the same profit as last fiscal year (\$2.6M). The budget is subject to subsequent amendment pending a year-end review.

**Approval of Budget for 2016-2017**

Bob Levine motioned to approve the budget, seconded by Terry Hlivko. All voted in favor of the motion, with none opposed.

### **Approval of August 2016 minutes**

Mary Stewart motioned to approve the August 2016 minutes, seconded by Mike DiChristofano. All voted in favor of the motion, with none opposed.

### **Strategic Planning Process and Timeline: Laura Alexander, Alexander | Carrillo Consulting**

Alexander | Carrillo (AC), a local consulting firm with a wealth of nonprofit experience, will be helping YOTO with its strategic planning process. Laura showed examples of one-page strategic planning reflections, full strategic plans with measurable goals and objectives, an action plan, strategic planning budget, dashboards, and more. At the end of the strategic planning process, YOTO will be presented with all of these end products.

The first phase of strategic planning – Planning to Plan – will require that YOTO form a strategic planning committee of 5 members or less (ideally a combination of seasoned board members, new board members, and staff). The second phase – Understanding the Context – will comprise of at least 3 focus groups: donors/volunteers, students, and board members. The third phase – Agreeing on Purpose and Direction – will culminate in a strategic planning retreat. Phases four and five – Moving from Vision to Action, and Monitoring Process – will come afterward.

Board members identified top issues facing YOTO in the years to come. Laura will take this feedback into consideration as we prepare to move into phase one.

### **Fund Development Report: Mary Stewart & Kristyn Conner**

Tickets to the Fall Wine Tasting are over 50% sold out. Board members should continue to support by purchasing their event tickets, signing up to be a sponsor, selling/buying raffle tickets, and donating wine. Kristyn Conner stressed the importance of donors hearing from someone at YOTO other than a staff member, so all board members were provided with new donor thank you cards to send.

### **New Business: Tom Hoyt**

After the October meeting, board members are invited to a wine/cheese reception at the Home Store. In the future, YOTO will also host open house events for donors; board members will also be invited.

The date for the January retreat hasn't been set yet. David Martin will reach out to TEP to check availability.

Adjournment: Meeting adjourned at 6:10pm.

Transcribed by: Kristyn Conner

Submitted by: Mary Stewart, Board Secretary