**Youth On Their own Board Retreat**

**January 20, 2018 8:30 A.M**

**Multi-purpose Room**

**BOARD MEMBERS IN ATTENDANCE:** Tom Hoyt, Sean Denlinger, Jane Klipp, Elizabeth Neilsen, Jay Peskoe, William Taylor, Katina Koller, Tony Cazzato, Eva Murzaite, Cristie Street, Deb Salaiz

**Board Members Absent:** Mike Hanson, Bill Stoffers, Glynda Underwood, Bob Villamana

**Staff Members in Attendance:** Nicola Hartman, Matthew Palmer, Daniela Zasa, Daniel Armenta, Katrina Verduzco

**Call to Order:** Tom Hoyt, Board President, called the meeting to order at 8:40 A.M

**Approval of November Meeting Minutes:** Jane Klipp motions to approve November 2017 meeting minutes, seconded by Jay Peskoe. All voted in favor of the motion, none opposed.

**Mission Moment & Program Update**: Daniela Zasa

**Finance Report: Matthew Palmer**

* Laura Randol from HBL presented to the board the June 30, 2017 Audited Financial Statements.

**Approval of Audit report:** Jay Peskoe motions to approve June 30, 2017 Audit Financial Statements, seconded by Elizabeth Neilsen. All voted in favor of the motion, none opposed.

**Approval of December 2017 Financials:** Elizabeth Neilsen motions to approve December 2017 Financials, seconded by William Taylor. All voted in favor of the motion, none opposed.

**CEO Report:** Nicola Hartmann

**What’s happened the first half of 2017.2018**

* RBC Investment Account increased from $678,000 to $1.5 million in reserves
* Fully Funded for mobile mini mall pilot program
* Daniela rocked SVP Fast Pitch – 2 top awards financial awards and some new donors
* Converting from Intacct to Quick Books. Conversion is taking a bit longer than anticipated
* Paid off the mortgage on the Home Store/Multipurpose Room
* Wine Tasting sold out 5 weeks in advance of event.
* Annual Report and EOY Appeal combined giving increased by 100%
* Between December 13 & 31 brought in over $500,000 in contributions
* As of 12/31 $300,000 over prior year.
* Progress on new database for program. Consultant hired and hoping to make decision by early February
* New website
* Increased middle school enrollment and participation
* Promoted two great staff members, Daniel to Director of Philanthropy and Daniela to Director of Programs

**Challenges**

* Student database
* Changes in the tax laws
* Donor Stewardship/Thank you’s
* Working effectively with schools and liaisons
* Increased demand for speaking requests
* Space, space, space, space – No staff lounge….

**HOME STORE INTERNSHIP PROGRAM**

* Began October 2015 (3 years)
* 7 cohorts: 41 students served

**CHALLENGES:**

* Recruitment: Getting information about the program to students had been difficult, location of the office and lack of transportation limits candidate size, etc.
* Lack of student documentation
* Time: store hours limiting for student recruitment; staff time to run the program, new intern training.

**OUTCOMES:**

Youth have a hard time becoming employed after.

Considering new form of internship.

**Total Students Served:**

2017-2018: 1441

2016-2017: 1333

2015-2016: 1361

**Development Highlights**

**End of Year Campaigns**

**2016**

* Annual Report - $ 61,072

**2017**

* Annual Report - $ 44,780
* Appeal Letter - $ 95,560

 Total: $140,340

**Holiday Appeal**

* $46,578 – Monetary Gifts
* $20,347 – Gift Cards

Total: $66,925

(4% decrease from last year)

**Volunteer Update**

* Retention rate for regular volunteers near 90%+
* 89% of volunteers are either satisfied or extremely satisfied
* 83 active volunteers – 112% increase since last year
* Volunteer manuals updated
* Job descriptions produced
* Orientations
* Regular Meetings
* Guest Speakers

**Strategic Plan Check-in**

**Donor Retention Rate**

* Currently 55 %
* Last Year 48 %

**Average Gift Size**

* Currently $454.46
* Last Year $404.40

**Monthly Donors**

* Currently 89
* Last Year 39

**Planned Gift Donors**

* 11 Currently

**Donor Stewardship**

* Needs Improvement

**Space**

**Buy or lease another building and move**

* We want to stay central.
* Less inventory in our area.
* Possibly a shorter timeline if building has most of what we need already.
* Task force is forming to review options and bring a recommendation to the board.
* Small feasibility study. Meeting with donors to determine buy-in

Transcribed by Katrina Verduzco

Meeting Adjourned at 1:40 pm