

# Youth On Their Own BOARD MEETING MINUTES

Saturday, January 22, 2022  
9:00 AM – 12:00 PM

**Board Members in Attendance:** Enrique Aldana, Elaine Babcock, Sean Denlinger, Eric Dupree, Viviana Fimbres, Lorenzo Gonzalez, Tom Hoyt, Amanda Kippert, Amanda McCraw, Linda Montes Cota, Sean Murray, Jay Peskoe, Paola Ponce, Cori Rodriguez, Deb Salaiz, Julie Stevenson

**Board Members Absent:** Tony Cazzato, Kristina Scott, Michelle Singer

**Guests:** Frank Velasquez, Jr. – Nonprofit Coach

**Staff Members in Attendance:** Daniel Armenta, Todd Brown, Daniela Figueroa, Bethany Neumann, Deb Ramsey, Elizabeth Slater

## 1. Call to Order

Sean Denlinger

Sean called the meeting to order at 9:04 am. He welcomed the two new board members, Cori and Eric.

## 2. Goals for the day

Julie Stevenson

Julie shared the following goals for the day:

- Build/grow a sense of team among the board
- Review and approve new/revised policies
- Understand our financial situation and status of the new property purchase
- Educate board on the importance of nonprofit advocacy and how to do it

## 3. Team Building Activity

Daniel Armenta

Daniel led an activity which involved partnering and sharing a word to describe yourself and YOTO. We heard words like aspirational, caring, determined, inspiration, and ambition shared.

## 4. Review and Approval of November 18, 2021 Minutes

Linda Montes-Cota

Motion to approve 11/18/2021 Minutes: Jay Peskoe

Second: Paola Ponce

Discussion: None

**Vote: Approved unanimously**

## 5. Review and Approval of Conflict of Interest Policy update

Sean Murray

Sean explained the revisions to this policy, which included combining the separate board and staff policies to provide consistent wording for both groups.

Motion to approve COI Policy update: Elaine Babcock

Second: Sean Denlinger

Discussion: None

**Vote: Approved unanimously**

## **6. Approve Finance Report**

**Deb Salaiz/Todd Brown**

Deb shared the finance summary provided to the board with no concerns. Deb shared that we are healthy with a burn rate of 4 months without investments and almost 17 months with investments.

Todd worked with Beach Fleischman on YOTO's application for the Employee Retention Credit (ERC). We qualified for credits for both Q2 and Q3 of 2021, for a total refund of \$393,000.

Motion to approve Finance Report: Sean Murray

Second: Jay Peskoe

Discussion: Sean Murray requested more detail in the future on how funds are disbursed for stipends.

**Vote: Approved unanimously**

## **7. Review and Approval of Financial Reserve Policy**

**Deb Salaiz**

Deb explained that YOTO will maintain three types of reserve funds: Operating Reserve, Capital (Property) Reserve, and a Quasi-Endowment. The purpose of a Financial Reserve Policy is to articulate how the organization will use surplus unrestricted donations and establishes minimums and targets for each of the distinct funds.

Motion to approve Reserve Policy: Elaine Babcock

Second: Lorenzo Gonzalez

Discussion: None

**Vote: Approved unanimously**

## **8. Approval to pay off Line of Credit**

**Deb Salaiz**

Deb explained that YOTO purchased the new property with mostly cash, but accessed our Line of Credit for \$277,254.97. The Finance Committee recommends paying off the Line of Credit as soon as possible. This complies with the recently adopted Financial Reserve Policy.

Motion to pay off Line of Credit: Tom Hoyt

Second: Lorenzo Gonzalez

Discussion: None

**Vote: Approved unanimously**

## **9. CEO Report & Building Update**

**Elizabeth Slater**

Elizabeth shared these updates:

- 2022 theme for YOTO is "Mission Obsessed"
- COVID policy has been updated to align with public health guidance
- Data on enrolled students: Demographics, common reasons for homelessness, and most common living situations
- YOTO will not hold a Spring Lunch but will instead announce the new building via social media campaign

Elizabeth presented the following building updates:

- Huge dead tree removed (agents paid)
- General clean-up and tree trimming will happen soon
- Elizabeth and Todd working on comprehensive Scope of Work for architect bid process. The New Space Committee will participate in selection process.

Elizabeth reported the following exciting news:

- YOTO has been invited to present our request to Angel Charity for \$750,000 to pay for renovations
- If selected, we will not do a traditional capital campaign
- Angel Charity will have exclusive naming rights of the Youth Services building
- Elizabeth and her dream team will present on February 3 – if selected as a finalist, we will present again in March

**10. Training: Nonprofit Advocacy**

**Frank Velasquez**

Frank provided a presentation on the important role of advocacy in nonprofit leadership and dispelled myths regarding advocacy versus lobbying.

Frank led an activity to allow the group to brainstorm ways YOTO can enhance its advocacy efforts in four areas (ideas shown in parentheses):

- Inform & activate your network (social media, word of mouth with circle of influence)
- Research impact of policy issues (ask youth what impacts them, issues in community)
- Educate policymakers & the public (speak at events, contact lawmakers, invite major/press to ribbon-cutting, highlight things in news during donor calls, advertise, social media, TikTok, offer free table at events)
- Join forces to create a louder voice (join forces with another organization such as Our Family Service to help us voice the housing need)

Frank, Lorenzo, and Elizabeth reviewed YOTO's current advocacy activities. Lorenzo shared the Advocacy Committee's goals for 2022:

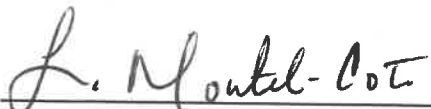
- Recruit committee members
- Present an advocacy policy to the board for approval
- Determine messaging priorities (relationship-building, education, media, legislation, policies)
- Explore filing the 501 (h) Election in case YOTO decides to engage in lobbying in the future

**11. Meeting adjourned at 11:52 am.**


**Sean Denlinger**

*Submitted by Deb Ramsey on behalf of Linda Montes-Cota, Secretary.*

**I certify these minutes were approved by the Board of Directors at the February 24, 2022 board meeting.**



Linda Montes-Cota, Secretary



Date