Youth On Their Own
BOARD MEETING MINUTES

Thursday, April 28, 2022
5:30 PM – 7:00 PM

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

Board Members Absent: Sean Denlinger, Viviana Fimbres, Kristina Scott

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

Staff Members Absent: Daniel Armenta

1. Call to Order   **Julie Stevenson**

Julie called the meeting to order at 5:30 pm.

2. Mission Moment   **Diego Coronado**

Diego shared a story about a YOTO student who graduated from Compass High School in 2020. The student was almost 18 when he enrolled in YOTO and had been couch hopping since age 16. He was initially hesitant to connect with YOTO, but his liaison provided encouragement and helped get him enrolled. The youth is now in our alumni program and is doing well. He wants to be an advocate for YOTO and let others know about the program. He's very grateful to YOTO for helping him reach his goal of graduation.

3. Review and Approval of February 24, 2022 Minutes   **Linda Montes-Cota**

Motion to approve 2/24/2022 Minutes: Elaine Babcock
Second: Jay Peskoe
Discussion: None
Vote: Approved unanimously

4. New Board Members for July 2022   **Sean Murray**

Sean presented two new board members for the July 2022 term (and reminded the board of the third board member who was approved at the October 2021 board meeting). The board discussed the candidates' qualifications.

Motion to approve two new board members: Tom Hoyt
Second: Jay Peskoe
Discussion: None
Vote: Approved unanimously

5. Governance Update – Placement Survey for FY23   **Sean Murray**

All board members have completed the survey. Results will be reviewed at the May board meeting.

6. Approve Finance Report   **Deb Salaiz/Todd Brown**

- Deb shared the finance summary provided to the board with no concerns. Deb explained that our reserves are healthy with 1.83 months in cash and 13.42 months in our total operating reserve. Cash on hand is lower than 2 months because of timing of the spring event. Sean M recommended that we include a note in the Finance Summary when YOTO is out of compliance with our reserve policy requirement of 2 months cash on hand, along with the Finance Committee's recommendation about whether to take any actions to address. Todd will do so going forward.
- The board discussed the volatility of the stock market and the impact on our reserves. The investment committee is monitoring the situation and is in communication with our advisors at UBS. Projections for unrealized gains/losses will not be included in the FY23 budget.
- HBL, our current auditing firm, notified us that they will no longer perform audits. Members of the Finance Committee have volunteered to serve on an ad-hoc Auditor Selection Committee. The RFP has been released and interviews will take place May 19. A new audit firm will be recommended for board approval at the May board meeting.
- The FY23 budget process is underway. The FY23 budget will be presented for board approval at the May board meeting.

Motion to approve Finance Report: Jay Peskoe
Second: Tom Hoyt
Discussion: None
Vote: Approved unanimously

7. Review and Approval of Confidentiality Policy   **Elizabeth Slater**

- YOTO has had a Confidentiality Policy in place, but there was no record of the board approving the policy at a previous board meeting (not recorded in any meeting minutes). Elizabeth asked that the board approve the policy now so we have proper documentation of the approval.
- Sean M asked whether YOTO is allowed to list a donors' names in an annual report or other manner. Elizabeth explained that if we do not show a dollar amount, we are allowed to list a donor's name. However, it is our practice to not use the donor's name unless we notify them and receive consent. Sean also pointed out that staff use of YOTO technology should be explained to staff. Elizabeth noted that this information is covered in the Employee Handbook within our Electronic Information and Communications Policy.

Motion to approve Confidentiality Policy: Julie Stevenson
Second: Eric Dupree
Discussion: None
Vote: Approved unanimously

8. CEO Report   **Elizabeth Slater**

- YOTO presented the Ann Young Advocate for Youth 2022 award to Bryan Foulk. YOTO did a surprise presentation to Bryan at the Subaru check presentation, since there was no in-person Spring Event this year.
- The YOTO Spring Challenge is happening this week. Themed "Mission Obsessed," it is 5 days of fundraising via social media posts, emails, and a mail appeal. YOTO has not yet met its annual fundraising goal for the year so the board was encouraged to share this campaign with friends and family.

- Thank you to Tom Hoyt, Linda Montes Cota, Tony Cazzato, and Todd Brown for their help on the Space Committee. Daniel Armenta will be joining the Space Committee to bring a sustainability focus to the project. JR Bergantino (referred by Cori Rodriguez) will also be joining the Space Committee. Contracts have been signed with the following parties for work on the new building:
  General Contractor: Building Excellence – have worked with them for years, competitive bid
  Architect: Bill Ford – he and GC have met to ensure good working relationship
  Designer: Interiors in Design – Eva Murzaite is a YOTO alumna
- Elizabeth highlighted the results of the employee satisfaction survey and actions being taken to address staff feedback.
- Elizabeth shared that the board has asked to be notified of events with which they can be involved. She shared details about the upcoming Roche walk/fundraiser. Board should contact Deb Ramsey for details if they would like to attend.

9. Regular meeting adjourned at 6:21 pm.   **Julie Stevenson**

10. CEO Review (closed session)   **Julie Stevenson**

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

I certify these minutes were approved by the Board of Directors at the May 26, 2022 board meeting.

_____   5/26/2022
Linda Montes-Cota, Secretary   Date