

Youth On Their Own BOARD MEETING MINUTES

Thursday, May 25, 2023
5:30 PM – 7:00 PM

Board Members in Attendance: Elaine Babcock, Amanda Kippert, Katie Maxwell, Linda Montes-Cota, Sean Murray, Mark Papoccia, Paola Ponce, Cori Rodriguez, Antonio Rubio, Deb Salaiz, Tony Spear

Board Members Absent: Enrique Aldana, Eric Dupree, Viviana Fimbres, Amanda McCraw, Tom Hoyt

Guests: Luna Aguirre (YOTO alumna), Stef Siqueiros (YOTO alumna), Ayline Gonzalez (YOTO alumna), Jasmine Gutierrez (YOTO alumna), Heather Vene (YOTO Staff)

Staff Members in Attendance: Brooke Blizzard, Todd Brown, Daniela Figueroa, Bethany Neumann, Elizabeth Slater

Staff Members Absent: Daniel Armenta

1. Call to Order

Elaine Babcock

Elaine called the meeting to order at 5:31 pm.

2. Mission Moment

Luna Aguirre

Luna graduated from Cholla High School in 2021. While sharing her story, she expressed that she would not have been able to graduate high school without the support she received from YOTO in the form of stipends and access to basic needs through the Mini Mall. In addition to material support, Luna benefited from regular words of encouragement and recognition from YOTO. She has appreciated YOTO's continued support following her high school graduation and taken advantage of opportunities to get involved with the program as an ambassador. Currently, Luna is an artist, working in a range of mediums including jewelry-making and crochet, and aspiring business owner.

3. Review and Approval of April 27, 2023 Minutes

Linda Montes-Cota

Motion to approve 4/27/2023 Minutes: Katie Maxwell

Second: Paola Ponce

Discussion: None

Vote: Approved unanimously

4. Approve Finance Report

Paola Ponce

- Paola reviewed the finance summary provided to the board with no concerns. Paola shared that our reserves are 3.61 months in cash. The operating reserve (cash on hand + unrestricted investments) is at 13.98 months.
- All current liabilities consisting of company credit card, A/P, accrued payroll expenses, and UBS Line of Credit.
- The 4/30/2023 balance on our line of credit is \$470,771 to pay for new building renovation expenses. The variable interest rate on our line of credit is currently 7.041%.

- Program expenses continue to be lower than projected primarily due to tiering system (estimates of number of youth in each tier do not match actual tier assignments). Data from this fiscal year of tiered services help us more accurately budget for FY24.
- Based on requirements in our Angel Charity contract and the timeline for completion of construction at the new property, we will not collect the \$750,000 grant from Angel Charity this fiscal year. These funds were budgeted to be received in May 2023. We are adjusting our expectations to receive the funds in Sept/Oct 2023.
- Paola noted that we continue to see volatility in the stock market, with a \$53,708 unrealized gain in our investment accounts in April. We expect continued volatility in the market for the next two quarters and possible rest of 2023.
- The 990 for FY22 has been filed.

Motion to approve March 2023 Finance Report: Mark Papoccia

Second: Deb Salaiz

Discussion: None

Vote: Approved unanimously

5. Governance Committee Update

Sean Murray

Sean welcomed our newest board members starting in July: Allen Kinnison and Ragan Edwards. The committee is reviewing responses to the Board Member Leadership and Committee Placement Survey for FY24. The committee presented new officers for the upcoming year. Katie Maxwell will be president-elect. Elaine Babcock will be president. Linda will remain secretary, and Paola will remain treasurer.

In June, the board self-assessment will be sent out to board members. The results are to be reviewed at the board retreat on July 29.

6. CEO Report

Elizabeth Slater

Elizabeth started her report by celebrating the end of the fiscal year and shouting out Tom and Elaine for completing the most volunteer hours.

Elizabeth then provided an update on renovations at the new property. The two buildings at the new property are on two different renovation timelines. The admin building, 2509, is ahead of schedule and projected to receive its certificate of occupancy by the end of July. In August, 2509 will receive interior signage and a technology installation. YOTO hopes to have the community conference room in 2509 usable by September. An in-service day is planned in September for volunteers to assist with mural painting and site clean-up. Additionally, YOTO aims to connect with the nearby neighborhood for volunteer projects on this day.

The youth services building, 2525, is running one month behind the admin building due to a larger space and more complicated renovation. 2525 is predicted to receive its certificate of occupancy by the end of August. Signage and technology are to be installed in September. A ribbon cutting ceremony with Angel Charity is scheduled for October. While this event will not be open to the public, YOTO is forgoing a Fall Lunch event this year to host multiple welcome events at the new building.

The board is able to come visit the building site in a few weeks following preliminary inspections.

The current YOTO buildings have been listed for sale for a little over a month. The listing has received a marketing push and steady activity from interested parties. There have been two site visits thus far. It is recommended that the buildings stay at their current price. The listing agreement is active until September 30 and can be re-evaluated at that point.

The board retreat is planned for July 29 from 8 am – 12 pm. The agenda currently includes the approval of officers and committee chairs, a review of the board self-assessment, and recommendations from the Reimagining the YOTO Board committee.

7. Program Changes

Daniela Figueroa

Daniela presented on program changes that informed budgetary decisions. YOTO has learned from its first year implementing a tiered services model and to improve this model for the upcoming year is focusing on three themes: increasing equity and access, decreasing complexity, and continuing to be mission obsessed.

Equity and access: Within youth services, there are many small, necessarily limited services, such as providing bikes or laptops. Due to high costs, these services are not scalable and cannot be guaranteed to every youth. Going forward, the program will focus on making services guaranteed and predictable. In practice, this will require the team to be more proactive in identifying youth's needs.

Decreasing complexity: YOTO offers 32 different services to program participants, and many of these services have different processes. The program team hopes to streamline this in order to better support youth.

Mission obsessed: The academic stipend is proven to be effective in supporting youth's continuing education. Because of this, YOTO will re-focus and emphasize the academic stipend program.

For FY24, academic stipends are to be increased for at the two highest needs levels attending school 4-5 days a week. This change is discussed further during the proposed budget presentation.

8. Proposed Budget

**Todd Brown, Daniela
Figueroa, and Elizabeth
Slater**

Todd, Daniela, and Elizabeth presented the proposed budget for FY24. Todd shared the general process for creating the budget. Planning for the budget starts in February with asking departments what their vision for the upcoming year is. The CEO then works with directors to approve what is feasible for the year. Todd compiles the budget based on this process and presents the budget to the finance committee for approval. The proposed budget was presented at the May 18 Finance Committee meeting where staff received constructive feedback to make the budget more usable.

A number of goals informed FY24's budget. This budget is to be more accurate than FY23's. Staff have learned from FY23's budget and have implemented those lessons into the budget. Staff also aim to more accurately anticipate the impact of economic conditions and double-fundraising on the budget.

One of the biggest changes to the budget includes a \$100 increase to the academic stipend for youth in the highest need groups, attending school 4-5 days a week. The stipend increase is directly tied to increasing the stipend's effectiveness. In order to afford this change, staff propose the use of \$89,000 of YOTO's healthy operating reserves to supplement funds. Current stipend levels are not enough to incentivize youth at the highest levels of needs to attend school 4-5 days a week.

Another change in FY24's budget compared to FY23 is less funding for strategic partners due to building expenses and a slow-down in fundraising.

Our costs ratio for this budget sits at 80% of funds supporting programming and 20% of funds supporting admin. This is an appropriate ratio for overhead expenses and aligns with third-party (Guidestar) standards for non-profits.

There were a number of things that staff wished to include in the budget that could not be afforded. This includes aspects of the senior activity package, strategic evaluations of YOTO alumni and GED pilot program, and professional development for staff.

Motion to approve FY24 Budget: Tony Spear

Second: Linda Montes-Cota

Discussion: Sean asked about how YOTO has been working with their strategic partners and if we have been able to apply jointly for grants with partners. Our main strategic partner has been Our Family Services, which have helped fund temporary housing for youth experiencing homelessness. Daniela shared that YOTO may receive funding through our partnership with El Rio pending receiving a grant. YOTO will continue to seek out and support partnerships with organizations that fill gaps in our services. One gap YOTO is attempting to fill through strategic partnership is providing fresh food.

There was much discussion surrounding the increase in academic stipend. Mark was concerned that we may be disincentivizing youth with this model and asked what typically causing youth to miss school. Daniela reassured Mark that this stipend increase is to target the youth who are attending school 2-4 days a week. Additionally, the program team is implementing goal attainment strategies and has added a case management position to help reach youth in crisis.

Sean stated that the budget was aggressive in its fundraising goal being higher than FY23's, which was not met. Despite this, he expressed approval of the budget.

Elaine thanked staff for sharing what could not be included in the budget and remarked that everything cut was still very worthwhile to the organization.

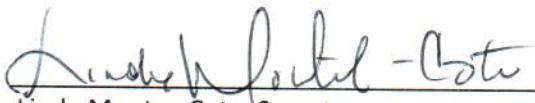
Vote: Approved unanimously

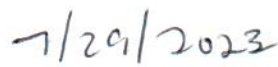
9. Meeting adjourned at 7:03 pm.

Elaine Babcock

Submitted by Brooke Blizzard on behalf of Linda Montes-Cota, Secretary.

I certify these minutes were approved by the Board of Directors at the May 25, 2023 board meeting.


Linda Montes-Cota, Secretary


Date