

**Youth On Their Own
BOARD MEETING MINUTES**

**Saturday, July 20, 2024
8:15 AM – 12:00 PM**

Board Members in Attendance: Elaine Babcock, Joel Brown, Eric Dupree, Tasha Gamez, Allen Kinnison, Amanda Kippert, Katie Maxwell, Linda Montes-Cota, Anahi Ortiz, Paola Ponce, Cori Rodriguez, Tony Spear, Julie Stevenson

Board Members Absent: Ragan Edwards, Justin Frago, Monica Kern, Mark Papoccia

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

1. Call to Order **Elaine Babcock**

Elaine called the meeting to order at 8:20 AM.

2. Board Officers for FY25 **Elaine Babcock**

Officer slate for FY25 was presented as follows:

President: Katie Maxwell
President-Elect: Allen Kinnison
Past President: Elaine Babcock
Treasurer: Mark Papoccia
Secretary: Paola Ponce

Motion to accept the board officers as presented: Cori

Second: Julie

Discussion: None

Vote: Approved unanimously

3. Welcome Remarks **Katie Maxwell**

Katie asked board members to consider their “why”: Why do you serve on this board? She asked board members to consider one additional thing they can do for YOTO over the next six months (one more social media post shared, one more person they talk to about YOTO, etc).

4. Review and Approve Minutes for 5/23/2024 **Paola Ponce**

Motion to approve 5/23/2024 Minutes: Eric

Second: Katie

Discussion: None

Vote: Approved unanimously

5. Finance Report for June 2024 **Paola Ponce**

Preliminary June financials were reviewed by the Finance Committee and provided to the board. Year-end adjustments will happen as part of the audit. Finance Committee members met with the auditors on Thursday to discuss the process, timeline, and any big changes at YOTO over the past year.

Motion to approve Finance Report for June 2024: Allen

Second: Eric

Discussion: None

Vote: Approved unanimously

6. Updates to Investment Policy

Paola Ponce

The Investment and Finance Committees are recommending an update to YOTO's investment policy to clarify a timeline for a regular RFP process for investment advisory services. The added language reads:

"Investment Manager Selection: YOTO undergoes a periodic Request for Proposal (RFP) process for investment advisory services to ensure they remain competitive and to benefit from potentially better service offerings or lower fees from other managers consistent with its Investment Policy. The Investment Committee shall assess the need to conduct an RFP process at least every 5 years. However, if there are significant changes in the organization's investment needs, market conditions, or dissatisfaction with current services, an RFP might be issued sooner."

Motion to approve the proposed changes to the Investment Policy: Eric

Second: Allen

Discussion:

Q: How long have we had our current advisors and when did we last do an RFP?

A: The current advisors have worked with us three years. We aren't looking to replace them now; this vote is just to establish a timeline to facilitate future RFP processes.

Vote: Approved unanimously

7. Committee Placements for FY25

Katie Maxwell

The board reviewed committee placements for FY25 including both board members and community members serving on board committees.

Motion to approve the committee placements as presented: Elaine

Second: Eric

Discussion: None

Vote: Approved unanimously

8. Governance Committee Report

Allen Kinnison

The Governance Committee presented the FY25 board member job description and collected signed copies from board members present at the meeting. Board members not present at the meeting should email a signed job description to Elizabeth Slater.

The Governance Committee requested that all board members complete an annual demographic survey which is required by several of YOTO's funders. The information is kept confidential and names are not linked with survey responses. Board members not present at the meeting should email a completed demographic survey to Elizabeth Slater.

The Board Buddy program is changing. Instead of all board members being assigned a board buddy every 6 months, we will instead assign a board buddy to new board members for their first year on the

board. Allen, Eric, Julie, Linda, Elaine, Cori, and Katie volunteered to serve as board buddies for the three new board members.

The Governance Committee recapped results from the recent board self-evaluation.

Highlights from Allen: In general, every question scored high. No red flags.

- 1) Board has defined goals and objectives. Trending up.
- 2) Board is aware of who to contact with committee-related questions. Trending up.
- 3) Reflection of Board humility: not trending downward, but seems the Board is self-critical and wants to do even better, do even more, especially in regards to referring new members.

Elaine: Super high results. One area that's low: referring board members. Would help if we were clearer as to what types of board member the Governance Committee is looking for. Because we have a lot of folks interested in joining the board, we need to be more selective and define who were looking for.

Cori: Reminded everyone that we could be inviting people to join committees, not just Board. This is a great way to get people involved with YOTO prior to board service.

9. CEO Report

Elizabeth Slater

Elizabeth provided the following updates:

- Two of YOTO's senior leaders had big wins this month. Todd Brown successfully achieved the Senior Certified Professional designation from the Society for Human Resources Management (SHRM). Daniela Figueroa has been selected by the Southern Arizona Community Activists to receive the Raul Grijalva Award for the highest level of commitment to improving our community. The award ceremony is on August 14 from 11am-2pm at the El Pueblo Activity Center in Tucson. YOTO has purchased a table, please let Elizabeth Slater know if you would like to attend.
- Sale of 1642 N Alvernon Way: We're in contract negotiations and will update the board on progress.
- We've kicked off our first major fundraiser of the fiscal year! Join the Back to School Challenge by making a financial contribution, donating Mini Mall items, or hosting a donation drive. Details are at <https://yoto.org/backtoschool/>.
- Solar panel ribbon cutting event and our first open house of the year will take place on Wednesday, August 28. This event is in partnership with CFSA who funded the solar panels. Public tours will start at 8am and the ribbon cutting ceremony will start at 9:30am. Please attend the ribbon cutting if your schedule allows!
- National Philanthropy Day update: YOTO nominated Vantage West Credit Union for Outstanding Corporate Philanthropist and Catalina Rotary Club Tucson for Outstanding Volunteer Fundraiser. Unfortunately, we were recently informed that our nominees were not selected this year.
- Book of Lists – Inside Tucson Business: YOTO was ranked #8 among nonprofit organizations in Southern Arizona!
- Donor Calls: Reminder that we're taking a break until our new Administrative Coordinator starts. Nadia Figueroa's first day will be September 3.

10. Strategic Plan FY25-FY27

Elizabeth Slater &
Daniel Armenta

Elizabeth and Daniel led activities and discussion about the strategic plan draft. Katie helped facilitate a board conversation about each of the plan sections.

The board discussed the importance of the longitudinal study, including understand how what we're doing matters in the long-run which could eventually help us get more funding, especially national-level funding, which is very important if we are going to expand.

The board also discussed whether to include our Advocacy efforts in the plan. Ultimately it was decided not to include in the Strategic Plan, but to continue executing the Advocacy Platform approved by the board.

Motion to approve the Strategic Plan as presented: Allen

Second: Julie

Discussion: None

Vote: Approved unanimously

Daniel then led the board through an exercise to begin re-working YOTO's vision statement. This is an ongoing process that will include staff and youth input as well. Tony, Julie, Elaine, Eric, Tasha, and Cori volunteered to represent the board in collaborative visioning meetings with YOTO staff and youth. Intended timeline for revision of the vision statement is approximately six months.

11. Youth Voice in Organizational Decision-Making

Daniela Figueroa

Daniela presented to the board on the concept of "Nothing About Us Without Us" which refers to the involvement of service recipients in the decisions made about their services. YOTO started the process of involving youth in organizational decision-making by establishing a Youth Action Board (YAB) in FY24. As the YAB formalizes its governance structure, it will be ready to participate in organizational decision-making. To prepare the board for the co-creation of a mechanism for youth voice in decisions, Daniela presented the fundamentals of Meaningful Youth Engagement and strategies to avoid adultism.

Materials from this session are available on Basecamp in *Resources & Support > Training Materials*.

12. Meeting adjourned at 12:00pm

Katie Maxwell

Submitted by Bethany Neumann on behalf of Paola Ponce, Secretary.

I certify these minutes were approved by the Board of Directors at the August 22, 2204 board meeting.



Paola Ponce, Secretary

8/22/24

Date