**COMPTON YOUTHBUILD/ENTRENOUS**

**BOARD MEETING**

**Saturday, June 11, 2016**

1. Welcome

Tony Normore opened the meeting at 10:13 am at Tony Normore’s house. In attendance were Board Members: Tony Normore, Darius Bone (via Skype), Cliff Seymour, Candy Renteria, Vanessa Castilla and Stefanie Holzman, and Directors Sara Silva and Kim Hughes.

Ian and Kendall have elected to resign from the Board.

Approval of the Minutes from Feb. 6, 2016. Cliff motioned that the minutes be approved as written. Darius seconded. So moved.

Treasurer’s report: Cliff reported and shared the financial statement for CYB. 2 handouts:

1. Reviewed the strategic goals from last year – Goal 3 financial stability and diversification of funding sources. Cliff met with a financial advisor and developed a lot of open questions. (See handout).

These are responses to the open questions:

a) How do we do donation acquisition? Sara reported that we have only reached out to our personal networks asking for contributions. Also, on our website we have a donation request which generates $0. (Only our networked people have used this on our website. No “strangers” have made contributions).

b) Donations in kind: Stefanie, Toni, and Cliff

c) How many donors do we have? 41 donors up to today

d) Did we see any drop-off of donors? From the year before we lost 98 donors because these were probably people who were not asked for donations. In total, 150 unique donors, but active at this time are 41.

e) How many give on a monthly basis: 4 people for $170.15/month.

f) Corporate gifts: Grocery outlet for $2,500.

g) What is the individual event revenue? We’ve had 1 this fiscal year for $6,474.86.

We have end of the year expenses Grad night and Graduation, but didn’t reach our goal for 2015-2016. This might be as much of approximately $4,500 because our expected donations were $13,000 and we actually raised $8,500). We have some issues as seen above. One suggestion is to make a donor management system to continuously contact our donations.

Cliff has been added on to the checking account. To remind Board Members, the give and get policy ends June 30 and all Board Members will be invoiced.

Sara and Cliff need to create a Fiscal Policy.

We need to create more capacity to generate funds by creating a Fund Raising Committee, which might include alumni. This also affects Board recruitment needs and policies.

Profit and Loss Statement for the First ¾ of the Year (See documents)

Page 1 Income: Total: $317,220.39

Other pages – expenses: $301,572.97

New Income - $15,647.42ß

Information Items: Director’s Report Overview

Tony’s comments about the different activities that everyone is involved in. He noted that Sara and Kim are working very hard (as always).

* 1. About members/alumni
  2. Politico

Met with Phil Matero, YouthBuild Charter of CA because we did not meet our ADA expectations.

Kate Diamond lead architect for the modular classroom being built and donated to CYB.

DOL meeting – Head financial evaluator from the SF office and spent 6 hours with Sara 1:1. They are training and advising for systems in that need to be in place, e.g., the process for paying bills.

* 1. Recruitment/Outreach efforts

Everyone is out recruiting. The number of students affects the amount we receive from the DOL, which affects the ability to pay for the DOL paid personnel. Recruiting very hard in the juvenile justice system and foster care system – not only directly with potential students, but also the providers in these fields.

* 1. Training/Conferences/Workshops

Probation Officers – We were asked by the Probation Department (local area at their monthly meetings) to speak about the services that the Probation Officers can link their population to. CYB presented and handed out information about our program. YB USA has a white paper that reported the outcomes when targeted students are supported (1% recidivism rate). This information was shared with the Probation Officers, which may lead to a summer pilot program with these kids. In addition, we are trying to reach into the Probation Camps to present to the students in these environments.

* 1. Opportunities (e.g., funding, etc.)

Cliff contacted the Riordan Foundation for a 50% matching funds for the van. They asked CYB to send a letter of interest to be approved for CYB application.

* 1. Potential sale of building (1 year remaining on current lease)

Mayor of Compton is always looking for opportunities for housing for CYB. (She is a big supporter). However, no specific opportunities have been identified. We are in a waiting mode because we are in the last year of the rental agreement. At this time, the disadvantages would outweigh the advantages of having a city-owned property for CYB.

There have been interested parties who would like to buy the building, but at this time, the building does not appear to be for sale. The Mayor brought a potential buyer and his investors to see the building. At this time, we do not have indication of where this may lead.

There are not a lot of rental properties, which meet our needs. Finding a new location is going to be very difficult. The Board needs to make decisions about finding a stable, long-term home, which will require funding and financial decisions. Stefanie suggested that we table this and have a special meeting about this.

* 1. \*Enrollment

Goal was 82.53 per ADA, and we ended up at 71.8. We are 11% off at $7,500 per ADA, which affects the budget with $82,500 reduction in ADA. We have a deficit of about $40,000 after budget reconsiderations. Possible reasons: 1) don’t need to pass high school exit exam and 2) there are a lot more opportunities for these students. (All YouthBuilds in CA are having the same issue). We are doing a lot more specialized recruiting and marketing. Some of this comes from the expectations of the DOL grant). We have been working on this all year, every year.

* 1. \*Branding/Logo – We do not have a cohesive branding. However, for effective marketing we need to fix this. Contacted a consultant about doing this, but don’t have the budget for this. 50% of companies fail in the first 3 years, but EntreNous is 4 years old and CYB is 3 years old. The Board agrees with this and connects with the budget issues/donations. Sara will prepare a proposal to create a branding plan which will state the budget for this including printing the materials with the new brand. The Board will wait on the proposal.
  2. \*Marketing budget – See above.
  3. \*Salary threshold changes that may affect employees

Because the hourly basis will be increased as a result of the minimum wage salaries are going up. 2 staff members will be affected. The Board has to decide whether to increase their salaries (which can not be changed due to the grant), but the Board can do other things. Sara will present a proposal about what the possibilities are and the effect on the budget.

* 1. \*Accreditation for the Culinary Arts Program (in response to proposal for funding from the Workforce Development Board) – We were hoping to have a pilot program of $100,000 for this summer, but there has been a delay in the funding. This may be due to fact that we do not have a post-secondary credential, e.g., for culinary. The Board would need to decide if we wanted to have an accreditation for this program. However, we are being supported by the Workforce Development Board who wants us to apply and will help us. The Board needs to decide whether we want to approve the accreditation process, which costs $5,000, which is non-refundable even if we don’t get accredited. This money may beget other monies.

**Action Item:** Stefanie moved that CYB/EntreNous apply for the accreditation process for the Hospitality Arts program through the official process (ACCSC). Cliff seconded. Approved unanimously. The purpose is that we become an eligible training provider.

* 1. \*Website is looking better.

\*New items beyond the Directors’ report.

1. Action Items
   1. Recruitment strategy for new board members -
   2. Partnership concerns
   3. Van purchase - We are ready to purchase the van, but it’s in finding in the van. We have $9,500 from DOL grant for 9 passenger or less van + $6,500 from the fundraiser. With the possibility of the Riordan matching $32,000, we would have $48,000 for the van(s). The Board needs to be looking for vans. Just do it.
   4. Board development & roles -
   5. Fundraising
   6. Review of Judy’s contract for next year – She has been working us for 1 ½ years. She really helped us get the DOL grant. Since we got the DOL grant, we have been paying her $500 for agency work, and $750 for the DOL grant. However, she is doing more work on agency work, which means we need to find additional monies from that budget vs. DOL funds. We definitely need her, but we need to add this discussion to the Aug. 6 meeting, which will be focused on money. Cliff motioned that we extend Judy’s current contract through Sept. 1, 2016. Seconded by Stefanie. Unanimously approved.
   7. ‘Give and Get’ Policy
2. General Announcements
   1. Graduation (Saturday, June 21, 5:00-7:00pm)
   2. Other
3. Closure Cliff motioned to close the meeting at 12:27 pm.
4. Next meeting – Aug. 6 Major topics to include: 9 – 2
   1. FUNDING
      1. Overview of where money is spent
      2. What are the priorities?
      3. What funding is available is
      4. Where are the deficits?
      5. How to solve the deficits including building, fundraising, Give and Get, Board Roles, development, and Responsibilities,
      6. Etc.

Board actions and reminders:

1. Respond to the invoices from the Give and Get policies.
2. Cliff will follow up with the Riordan funding.
3. Sara to get a proposal and budget for new branding.
4. Sara will provide information about the salary changes based on the minimum wage salary.
5. Kim/Sara will follow up on the accreditation for the Hospitality program.