

EntreNous Youth Empowerment Services, Inc  
Saturday, February 4, 2017  
**Board Meeting Minutes**

Welcome

1. Meeting was called to order by Tony Normore at 10:26 at Cliff's house. In attendance were Tony Normore, Darius Bone, Cliff Seymour, and Stefanie Holzman. Sara Silva and Kim Hughes were also in attendance. The minutes from the last Board meeting will be reviewed at the next meeting, as people have not had an opportunity to review them.

Information Items

1. Directors' Report – The Board reviewed the Director's report and asked questions.
2. Treasurer's Report – See handout. We are platinum on GuideStar. We need to put the shield everywhere in our communication. Cliff went to training and met with a consultant and shared the information about what he learned. One thing we need to build our own metrics because we are a unique institution – not a school, but a non-profit that supports a program.

Sara reviewed and updated the Corporate money we received. Pearson was \$5,000, CASAS was nothing, Wells Fargo South Bay Branch is \$1,000.

3. Financial Overview:

See handout. Based on the training, Sara created this handout for the Board. The single sheet is the balance sheet. On this one day (June 30, 2016), the balance was \$42,779.30. We need more money. (This is really important because we currently can't do any kind of reimbursement grants). As a result of the finance training the Board attended, we can make better decisions about the type of grants we are going to go for. The 3-page sheet is the profit/loss statement for last year. Total income \$497,454.45. Total expenses \$465,156.08, leaving a balance of \$32,298.37. We need at least 10% of our income as our cushion. Great job, Sara! 😊

The confidential handout is the paperwork that we share with possible funders. We may want to add in the in-kind monies from outside agencies, e.g., YouthBuild Charter School for teachers.

The legal size handout is how the confidential handout was generated. Each month we were in the positive, but it's very close in the negative and that's uncomfortable.

Profit and Loss handout is for the first 2 quarters of the fiscal year 2016-2017. This is more comfortable in terms of having income to cover our expenses. By mid-year, we have \$49,222.11. In-kind from Inyo County is shown on this report and is more reflective



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of the income and expenses. Also, the DOL grant requires a match of .25. The Inyo County In-kind will be the match for the DOL. (See colored page). These handouts are the matches from Inyo County (for academic support) for the DOL grant. It shows match and actual money from the DOL grant. The \$61,823.02 is the match for the grant. It's a bit low for the total we need to eventually match for the DOL grant. The other page (\$293,833.22) is the overall in-kind value to Entre Nous, not specifically for the DOL grant.

Cliff motioned to approve the 2016-2017 budget. Darius seconded it. It was approved unanimously.

Finally, the Budget narrative was submitted with the grant where the 1 million dollars were accounted for. The oversight for this is looking at what we said we were going to do and what we actually did. The EXCEL spreadsheet is the tracking of the money we have spent in each of the categories. You can shift up to 10% of the grant (about \$100,000). That gives us some flexibility.

Handout of Fund Development Plan is Judy's report updated with what we have received (\$73,500), what's in the "works", and things that she is working on.

#### Action Items

a. New building

The building we are currently in has been sold to someone else. Our angel has asked that we work with his team to find a new place. We want to keep in the same area, but there isn't much land. There are only a few places to look at. There is 1 place that is currently in the running 322 W. Compton Blvd., Compton. Another is a vacant lot that we would need to build on. At this time, the Board needs to help find more angels and people who are can help with construction.

b. Recruitment strategy for new board members

Stefanie shared with the Board the paperwork from the training we went to about recruitment.

c. Board development & roles

Stefanie shared with the Board information about Board needs and evaluating the Board.

d. Prototype for the board member handbook

Stefanie shared with the Board information about a possible manual. People will review and get information and changes back to Stefanie by May 12, 2017. She will make changes to the manual.

e. Constituent Management Relationship (CRM)



Sara has recommended that Cliff and Jonathon (the tech teacher) talk about a new CRM. Jonathan has said that he will build a new website for CYB. Jonathon can build a CRM and support it for us.

Cliff says it is money vs. support. We can buy a system off the shelf, but it's expensive. We can do "band-aid" which is less expensive and little support. Our website does not have database. That's a problem. We need a good system that is less expensive, but with good support. Page 1 of the handout has all the things we want to be able to do. Cliff did a LOT of research into this. We also want donor to pay the fees.

Page 2 is Cliff's rendition of what we need. We have many systems that don't talk to each other. It means that Sara has to do a lot of work because we don't have a seamless system.

#### General Announcements

f. Graduation (Thursday, June 22, 5:00-7:00pm)

g. Other

#### Closure

The next meeting will be on Saturday, June 3 at 10 am at Compton YouthBuild. Stefanie motioned to close the meeting. Darius seconded it. The motion passed unanimously. The meeting was closed at 1:00 pm.

Respectfully Submitted,

Stefanie Holzman,  
Secretary



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