



ENTRENOUS (ENYES) BOARD MEETING MINUTES
 November 5, 2021
 Meeting held via Zoom

By delivering programs, resources and services, we foster resilient and self-sustaining young people.

Our purpose is to offer an integrated, human development approach to high-quality workforce and leadership development programs, education, resources, and services. Through the creation of an inclusive, equitable, and nurturing environment, we provide culturally relevant and rigorous instruction. The goal is to improve financial sustainability for youth and families in economically-distressed communities.

Content	Lead	Discussion/Decision	Actions
I. Closed Session Human Resources	Kim, Sara	<ul style="list-style-type: none"> Staffing Change COVID Policies 	Closed Session
II. Open Session Welcome and Community Building	Stefanie		The meeting was called to order at 3:20 PM by Stefanie Holzman, Board Chair. Stefanie welcomed those in attendance, Anthony Normore, Isabel Galvez Lara, Gary Polk, Meegan Johnson, Sara Silva, Kim Hughes, Sayaka Ponce, Stefanie Holzman, and Lorraine Griego. Stefanie led a Community Builder where everyone in attendance shared, “One good thing about ENYES.”
III. Consent Agenda	Stefanie	<ul style="list-style-type: none"> Approval of Minutes from Aug. 27, 2021 Approval of Director’s Report Treasurer’s Report 	<p>Stefanie Holzman asked if there was any discussion about the Board Minutes from August 27, 2021. As there was no discussion, Anthony Normore moved to accept the Minutes as submitted with the Addendum. Isabel Galvez Lara seconded the motion, and the Minutes were unanimously approved.</p> <p>Stefanie Holzman asked if there was any discussion about the Directors’ Report. There was none. Meegan Johnson moved to approve the Directors’ Report and it was seconded by Anthony Normore. The Directors’ Report was unanimously approved.</p> <p>-Kim Hughes and Sara Silva reported that ENYES is working with a CPA firm to review every transaction since July 2020. There is a possibility of having an in-house Bookkeeper position at ENYES in the future.</p> <p>-ENYES received notice that the \$103,000 PPP Loan will be forgiven.</p>

<p>IV. Donor Matrix & Board Responsibilities</p>	<p>Meegan, Tony, Stefanie</p>	<p>Training</p>	<p>Stefanie Holzman stated the purpose of the ENYES’ Board is to, “Develop Financial Philanthropy.” She shared the Stewardship Committee developed a matrix to outline action steps for Board Members to take once any type of donation has been made to ENYES. The Board agreed a first-time donor is expecting an acknowledgement in return for their donation. As such, the Board acknowledges the following actions will be taken after a donation is made:</p> <ol style="list-style-type: none"> 1. The donor will receive a thank-you email that includes a 501(c)3 acknowledgment. 2. The donor will receive a phone call from a Board Member within 48 hours after the donation has been posted. 3. The donor will receive a handwritten note from a Board Member within 48 hours after the donation has been posted that includes a personal post-script message. 4. The donor will receive a Welcome Letter with marketing materials or a 1-page FAQ with cover letter. <p>-A sample thank-you letter was distributed that Board Members can use but should include personalized quip. -Anthony Normore and Meegan Johnson shared examples of thank-you letters and quips. The Board then practiced scripting a thank-you letter with a quip. -It was agreed the thank-you letter be changed to say, “With your donation” since the donation may not yet have posted. -It was clarified only first-time donors should receive a thank you phone call from a Board Member. -Oven mitts will be sent out for Giving Tuesday. -The Donor Committee will meet regarding the process and message content.</p>
<p>V. Update on Heavy Lifts</p>	<p>All</p>	<p>Each group will update their work.</p>	<p>The Stewardship Committee reached out to Elected Officials who were unable to attend the Grand Re-Opening and invited them to a tour of the ENYES campus.</p> <ul style="list-style-type: none"> -Sayaka has set up quarterly follow-up messaging. -There is a segmentation for Elected Officials in Boomerang. -Elected Officials have received ENYES News one time thus far. -The goal is to send Content once a quarter in addition to Sayaka’s reach outs. <p>The Social Enterprise Committee (Isabel and Sayaka) shared a meeting was held with the Santa Fe WorkSource to discuss best practices for Social Enterprise and the evolution of their organization. A second conversation is scheduled.</p> <ul style="list-style-type: none"> -The \$45K Kaiser grant will be utilized for Impactful Bites.

		<ul style="list-style-type: none"> • Review Grand Opening event • Give Back Tuesday • Stewardship Events • 10th Birthday Celebration Year 	<p>The feedback included:</p> <ul style="list-style-type: none"> -The event went extremely well. -Attendance was strong. -The MC from EQ was fantastic. -Tours went well. -Since the attendees were not checked in; we do not have an attendance list. It would have been nice to thank those who attended. <p>10th Anniversary messaging and celebration will be discussed in sub-committees.</p>
VI. Closing and Next Meeting date	All	Discussion/Decision	<ul style="list-style-type: none"> -The next ENYES Board Meeting will be held on January 7, 2022, via Zoom. -The meeting was adjourned at 5:03 PM.

Respectfully submitted,

Lorraine Griego
Board Secretary