



Board of Directors Meeting Minutes
January 25, 2021
5:00-7:00 pm; via Zoom call

Board Members Present: Marina Bressler, Sean Haag, Paul Lenzmeier, Leanne Matchen, Stephen Nash, Mark Nolen, Don Phillips, Stephen Spears, Jennifer Stone, Anna VanRueden, Sue Woodard

Board Members Absent: Chris Warner

Staff and Guests Present: Linda Bryant, Julie Fliflet, Mark McNamer, Julie Orlando

The meeting was called to order at 5:04 pm by Stephen Spears, Chair of the Board.

Approve Agenda

Motion made by Stephen Nash, seconded by Marina Bressler and passed unanimously to approve the agenda.

Approval of the Minutes

Motion made by Marina Bressler, seconded by Stephen Nash and passed unanimously to approve the November 23, 2020 minutes.

Executive Director Report

- Linda Bryant announced that she will be resigning from her position effective April 16, 2021. She read her resignation letter to the board indicating she had made a personal decision to pursue a new career focus. She is committed to a smooth transition and working hard over the next 3 months to leave HOPE 4 Youth in a good place. She will also be available until June 26th for consultation or project work if the agency would like her assistance. The Board thanked Linda for everything she has done during the last year, which everyone acknowledged has been a very difficult year, and wished her well and continued success in her new career path.
- Personnel Update: currently in the hiring process for a Program Manager at the Drop-In Center and have extended an offer to fill the part-time Administrative Assistant position that was posted to start February 1st.
- Facilities Updates: H4Y received funding for facility improvements at Hope Place and the Drop-In Center. The Hope Place improvements will allow large, shared offices to become separate, private offices and will provide a private meeting room for youth to meet with social workers and other resource providers. The Drop-In Center improvements will allow the large community room space to be separated with room dividers, will provide individual computer resource stations for youth, and will allow us to purchase new furniture in order to reconfigure the space in a safer, more COVID friendly manner.

- Grant Updates: Since the last board meeting, we have been notified of probable funding for an FHPAP grant award for \$33,000 over 2 years funding street outreach and rental assistance support, that we would be receiving a MN DHS COVID relief grant to fund staffing in the amount of \$18,700, and that the GRH housing supplemental services funding would be extended to all 12 units at Hope Place rather than just 6 that we had previously. We have also been invited by the Pohlad Foundation to submit a full proposal in response to our LOI requesting \$200,000 over the next 2 years.
- Hope's Closet Update: Store is being packed up this week and will be closed and in storage for a few months while we get through COVID, develop a business plan, and select a new location.
- Strategic Planning Process Update: No new updates, next meeting is this week on 1/27.
- DEI Report: The agency had hired Culturally Competent Consulting to help address some issues the organization was dealing with amongst staff, and they did provide us with a report from that work. The plans are to bring this topic and issue back for a full board discussion at a later date.

Financial Report

Julie Fliflet reviewed the highlights from the December financials that were included in the board packet. Financially H4Y continues to show a positive YTD net income at the end of December with a strong cash position of over 8 months cash on hand. These are just draft year-end financials, with a lot of work to do over the coming weeks to reconcile, post accruals, and make the journal entries needed related to the restricted contributions for the year, to finalize the financial statements in conjunction with the upcoming audit.

Paycheck Protection Program (PPP) Updates:

Work has begun on the forgiveness application for the first round PPP loan. H4Y has met all the parameters for forgiveness and the application should be submitted by the first week of February. They have announced a second round for the Paycheck Protection Program. Some additional parameters and targeted eligibility parameters were established for the round two draws, but H4Y will still be eligible to apply.

Motion made by Stephen Nash, seconded by Mark Nolan and based unanimously passing a resolution to approve applying for a forgivable loan under the Paycheck Protection Program (PPP) Round #2 and authorizing Julie Fliflet, Director of Finance & Administration, to sign and execute all documents pertaining to the forgivable loan.

Program Report

Mark McNamer reviewed the Program Scorecard that was included in the board packet. The Drop-In Center visits in December decreased slightly from the previous month, but the center did see some new activity from Onsite Provider Services as ECFE service providers were brought back onsite. Hope Place was full and has no current vacancies after almost 9 months which was really good to see. Mark also provided a snapshot of some demographic information of youth served, and comparisons of 2020 with 2019.

Advancement Report

Julie Orlando reviewed the Advancement Scorecards that were included in the board packet. The social media stats show a substantial decrease from the previous month, but she reminded everyone that was because during November we had a social media Facebook post that went viral and drove unprecedented activity so there is no cause for concern. She also highlighted the outcomes of the iHeartRadio advertising we had purchased noting it was estimated to have reached 1 million adults, and that 36% of the Twin Cities population heard our message at least twice over the holidays. HOPE 4 Youth also received many additional ad spots at no cost above and beyond those originally purchased as part of the advertising package, and also received over \$2,000 from the State Fair Glow Event ticket donations as a result of this partnership which helped offset the cost of this advertising. Also mentioned was the “Dream Project” with the Eagle Brook Church Anoka Campus and the possibility that their congregation would fund a new Housing Stability Fund fundraising campaign to cover critical expenses needed by youth trying to obtain housing like first month rent, damage deposit, and move-in expenses.

Committee Reports

Strategic Planning Committee: Jennifer Stone, Chair of the Strategic Planning Committee indicated there was no new update. The Committee will be meeting later this week to continue that work.

Development Committee: Stephen Nash, Chair of the Development Committee gave a brief update on the Gala plans. The date has been set for April 23rd at The Mill Site with Kat Perkins to perform. It will be a hybrid event and will be partially virtual due to COVID, with the specifics still being decided and discussed.

Nominations Committee: Chris Warner, Chair of the Nominations Committee was not in attendance, but Linda Bryant noted there was no report for this month. There may be a candidate presented next month.

Action Item Recap

- Board Retreat will be scheduled for early Spring – more to come on that (suggestion given of Charlson Meadows as a possible location).
- Marina indicated they will continue working on formalizing “norms” for board committees in regard to roles, terms, practices, and protocols. This will be brought back to the board at a later date.

Executive Session

The meeting was adjourned at 6:27pm to executive session.

Respectfully Submitted,
Julie Fliflet
Director of Finance & Administration