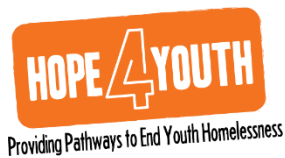




BOARD OF DIRECTORS MEETING

Monday, October 26th, 2020  
5:00 – 7:00pm  
Meeting Location: Virtual/Call In via Zoom

AGENDA	TIME
• Call to Order (Stephen Spears)	5:00p
• Welcome/Introductions (Stephen Spears) <ul style="list-style-type: none"><li>○ Kristen VanHeel, Associate Director of Advancement</li><li>○ Nikki Kalvin, Manager of Community Engagement</li></ul>	5:01p
• Approve Agenda (Stephen Spears)	5:03p
• Approval of Minutes (Stephen Spears)	5:04p
• Mission Moment (Nikki Kalvin) <ul style="list-style-type: none"><li>○ HOPE 4 Youth Volunteer Program</li></ul>	5:06p
• Executive Director Report (Linda Bryant) <ul style="list-style-type: none"><li>○ Strategic Planning Process and Update</li><li>○ Personnel Update</li><li>○ Hope’s Closet</li></ul>	5:16p
• Financial Report (Mark Nolen/Julie Fliflet)	5:25p
• Program Report (Mark McNamer)	5:40p
• Advancement Report (Kristen VanHeel)	5:45p
• Committee Reports <ul style="list-style-type: none"><li>○ Strategic Planning Committee – Jennifer Stone</li><li>○ Development Committee – Stephen Nash</li><li>○ Nominations Committee – Chris Warner</li></ul>	5:50p
• New Business (Stephen Spears) <ul style="list-style-type: none"><li>○ 2020-2021 Board Meeting Schedule</li><li>○ Board Member Pledge Form</li><li>○ New Board Member Nominations</li></ul>	6:05p
• Action Item Recap (Stephen Spears)	6:25p
• Adjourn to Executive Session of Board Members (Stephen Spears)	6:30p
• Board Meeting Adjourn (Stephen Spears)	7:00p



**Board of Directors Meeting Minutes**  
**October 26, 2020**  
**5:00-7:00 pm; via Zoom call**

**Board Members Present:** Marina Bressler, Sean Haag, Leanne Matchen, Stephen Nash, Mark Nolen, Stephen Spears, Jennifer Stone (5:29 pm), Anna VanRueden, Chris Warner, Sue Woodard

**Board Members Absent:** none

**Staff and Guests Present:** Linda Bryant, Julie Fliflet, Nikki Kalvin, Mark McNamer, Kristin VanHeel

The meeting was called to order at 5:02 pm by Stephen Spears, Chair of the Board.

**Welcome/Introductions**

Kristin Van Heel, Associate Director of Advancement, and Nikki Kalvin, Community Engagement Manager were both welcomed and introduced to the Board. They were joining to present on a couple of topics related to development, events, and volunteers.

**Approve Agenda**

Motion made by Marina Bressler, seconded by Chris Warner and passed unanimously to approve the agenda with one change which was to move ‘New Board Member Nominations’ from the New Business section to the Nominations Committee Reports section of the meeting.

**Approval of the Minutes**

A motion was made by Stephen Nash, seconded by Mark Nolan and passed unanimously to approve the September 28, 2020 minutes.

Marina Bressler noted that as Secretary of the Board, she would like the minutes sent to her before they are included in the board packet.

**Mission Moment-HOPE 4 Youth Volunteer Program**

Nikki Kalvin, our Community Engagement Manager gave the board a brief overview of the volunteer program and volunteer activities/opportunities across all aspects of the organization including Drop In Center, Hope Place, Hope’s Closet, and Housing Heroes, as well as special events, special projects, and the donation center.

**Executive Director Report**

- Strategic Planning Process Update: Linda Bryant gave a brief overview of the Strategic Planning process that is underway, and a recap of the Oct 12<sup>th</sup> kickoff meeting. The Oct

12<sup>th</sup> kickoff meeting minutes were included in the packet and the meeting was recorded and is available to any board members that want to listen to it.

- Personnel Update: Linda Bryant gave the board an update on the hiring process for the positions that are currently open. They hope to have a Youth Coordinator and Administrative Assistant hired within a couple weeks, and the Program Manager by the end of November.
- Hope's Closet Update: the store reopened October 20<sup>th</sup> and will be open Tuesdays and Fridays from noon-7pm for the immediate future. Open hours will be continually evaluated and adjusted as we move forward depending on volunteer availability.
- Linda also noted that Brian Swanson, the H4Y founder would be giving an informational session via Zoom on November 4<sup>th</sup> from 4:30-5:30pm that will touch on the history of the organization and how it has evolved.

### **Financial Report**

Julie Fliflet reviewed the highlights from the September financial dashboard that was included in the board packet. Financially H4Y continues to show a positive YTD net income, positive YTD variance to budget, and at the end of September we had a strong cash position with approximately 7.6 months cash on hand.

### **Program Report**

Mark McNamer reviewed the program scorecard that was included in the board packet. There was a small increase in the number of youth served at the Drop In Center for the current month (total visits were 96 compared with 72 visits in August), but our low visit numbers continue to be an area of concern.

### **Advancement Report**

Kristin VanHeel reviewed the advancement scorecard that was included in the board packet. She also noted that they are taking a look at the scorecard to find ways to enhance what is reported to provide better information – one suggestion made was have a range of lowest to highest for volunteer hours to give a sense if one or two “super volunteers” were responsible for a huge portion of the hours reported.

### **Committee Reports**

Strategic Planning Committee: Jennifer Stone, Chair of the Strategic Planning Committee noted that the strategic planning update was covered in the Executive Director report.

Development Committee: Stephen Nash, Chair of the Development Committee gave a brief update on some of the recent and upcoming events noting that the Hunt 4 Hope event was very successful that happened in September and that the Out of the Cold campaign is coming up next month. They really need board members to participate and help recruit potential participants and sponsors for the event. There are no final plans for the Gala yet. They are looking at The Mill Site which is close to downtown, and they are still figuring out exactly how to hold the event in a COVID friendly way. Stephen also mentioned plans for an iHeart media ad

campaign that would help promote the organization and the Out of the Cold campaign. The total cost of this promotion would be approximately \$10,000 and would include 176 ads across several different local radio stations, plus some bonus spots during the next 2 months. It also helped with getting H4Y as the charity partner of the State Fair Glow Holiday Festival for the night of December 28<sup>th</sup> at which \$2 from each ticket will benefit HOPE 4 Youth.

Nominations Committee: Sue Woodard, Past Chair of the Nominations Committee gave a brief overview of two new board member candidates being recommended for approval. Paul Lenzmeier and Don Phillips are both interested in serving on the board, and the nominations committee believes they would be great additions to the board. Paul Lenzmeier was recommended by Sheriff James Stuart and is the Commander of the Anoka County Patrol Division serving as “policy chief” for 8 communities in Anoka County. Don Phillips was recommended by Andrea Kish-Bailey our former Director of Advancement. He is the Chief Investment officer/Founder of Greater Midwest Financial Group and is a major donor and supporter of HOPE 4 Youth. Their resumes and additional information were sent to the board prior to the meeting.

Motion made by Sue Woodard, seconded by Jen Stone and passed unanimously to approve Paul Lenzmeier and Don Phillips for a 3-year term to the H4Y Board of Directors to start at the next board meeting in November 2020.

### **New Business**

2020-2021 Board Meeting Schedule: The board received a schedule of all board and committee meetings for the upcoming year in the packet.

Board Member Pledge Form The board members were all asked to return the Board Member Pledge Form to Linda Bryant that was included in the board packet.

### **Action Item Recap**

- minutes to Marina before they go into the board packet
- Linda will send out an invitation for the Brian Swanson zoom call
- Board members should return their pledge forms to Linda Bryant

### **Executive Session**

The meeting was adjourned at 6:42pm to executive session.

Respectfully Submitted,  
Julie Fliflet  
Director of Finance & Administration