



Board of Directors Meeting Minutes

March 22, 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, Chris Warner, Sue Woodard

Board Members Absent: Anna VonRueden

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

The meeting was called to order at 5:03pm by Stephen Spears, Chair of the Board.

Approval of Agenda & Minutes

Motion made by Marina Bressler, seconded by Jen Stone, and passed unanimously to approve the agenda and the February 22, 2021 minutes.

Mission Moment

Mark McNamer presented a mapping model of H4Y's programs, completed with the help of staff at Strategic Consulting & Coaching. The four outcome areas and six phases of H4Y programming are reviewed. Each phase includes the circumstances that youth and families find themselves in and the programming offered by H4Y in response. Board members discussed that youth are working to progress on all goals simultaneously, with housing as the ultimate goal. Mark explained that this mapping model is contributing to the database system used to track H4Y outcomes.

Executive Director's Report

Linda Bryant shared the following summary of her tenure at H4Y.

Change & Challenges in 2020: The Executive Director joined the organization shortly before COVID-19 started. Four people came into leadership roles at H4Y during COVID-19.

Leadership focused on keeping up staff morale during social isolation and civil unrest. Huge turnover in programming roles occurred when there were no volunteers to fill in.

Good News in 2020: Groundswell of support came from the community, and youth programs flourished through COVID-19. A youth advisory is in place at HOPE Place, HOPE Homes is at full capacity, and the Drop-In Center expanded building hours.

- *New & Enhanced Partnership Commitments:* H4Y learned from and collaborated with other organizations providing for homeless youth, including Alexandra House,

Nystrom & Associates, Anoka-Hennepin Schools, Anoka County Workforce, and expanded volunteer roles.

- *Improved Data & Evaluation Model*: Creation of a Logic Model and Process Map, and the revamp of the Client Track Data Base System that tell stories alongside data.
- *Advancement & Development*: Many volunteers received vaccines through H4Y and are starting to return to volunteer positions. High levels of volunteer inquiries continue, including college internships. The Giveffect Data Management System was also launched. 15+ events and appeals are scheduled in 2021.
- *Finance & Administration*: There is early and strong financial footing in 2021 as H4Y secured significant funding in unbudgeted revenues. Audit preparation is currently in the works, as is an employee evaluation process and a focus on personnel policies to make sure staff and stakeholders are healthy. A business plan is also in the works for Hope's closet, which closed in February.

Executive Director Transition: Soft transitions of stakeholder relationships are in process with staff. A handover document will be shared with the new Executive Director to onboard them to organizational internal operations.

Financial Report

Audit Update: Julie Fliflet shared that the audit is two weeks from today, so this is the busiest time for the finance team in a nonprofit. Following the audit, Julie will be posting in a new and more efficient chart of accounts.

Funding Updates: H4Y secured a second round PPP forgivable loan to use on payroll and other operating expenses. Julie confirmed that the first PPP loan is forgiven. H4Y also secured COVID relief dollars towards business operation expenses and funding from Eagle Brook Church for a Housing Stability Fund.

Program Report

Mark McNamer presented a newly formatted scorecard, which includes Case Management services provided. New intakes are occurring on a regular basis and on-site provider services are going up every month.

Advancement Report

Julie Orlando shared updates on A Night 4 HOPE. Three sponsors are confirmed, more than 60 tickets have been sold, and gift cards are being provided for virtual attendees. Additionally, Julie shared that two contractors are now supporting the Advancement team – one in Communications & Marketing and one in Social Media and online fundraising campaigns. Mentorship volunteer roles are filling up quickly, meals are covered by volunteers through April 16th, and volunteers are returning to HOPE Place front desk.

Committee Reports

Development Committee: Stephen Nash shared that A Night 4 HOPE is a hard event to pull off during COVID, but the cost will be lower than past events. Stephen requested that board

members think about how to help the Advancement team make this a successful event, especially by promoting it and soliciting sponsorships.

Strategic Planning Committee: Jen Stone summarized the Strategic Planning meetings that took place in March, with the help of staff at Strategic Consulting & Coaching. Committee members defined and aligned on refreshed language for mission, vision, and values, and started on a SWOT analysis and theme analysis. Next steps will be to refine strategies and devise a detailed work plan to check on progress.

Nominations Committee: Chris Warner shared that the committee may have a candidate to recommend to the board next month.

New Business: Board agreed to move the agenda items (Board Portal Tutorial and Committee Responsibilities) to the April meeting.

Action Item Recap

Closing for Linda Bryant: Board members shared gratitude to Linda Bryant for her service at HOPE 4 Youth.

Executive Session

The meeting was adjourned at 7:01pm to executive session. Moved by Chris Warner and seconded by Stephen Nash.

Respectfully Submitted,
Kyla Rathjen
Administrative Assistant