



HOPE 4 Youth Board of Directors

Meeting Minutes

Date: July 24, 2023

Time: 5:00 pm. Anoka County Sheriff's Office or Zoom.

Board Members Present: Steve Nash, Pat Chen, Linda Barnum, Brad Wise, Anna VonRueden, JJ Slag, Don Phillips, Julie Cole, Sue Woodard,

Board Members Absent: Stephan Spears, Brad Konik

Staff and Guests Present: LaChelle Williams, Nikki Calvin, Brooke Limanen, Danielle Snider

Minutes:

Call to Order

- The meeting was called to order at 5:01 pm by Steve Nash. Our newest Board member, Brad Wise was introduced. Board and staff introductions were done.

Mission Moment (Pat Chen)

- A young man started coming to HOPE 4 Youth in 2021. His family moved here from Liberia. After a conflict with his family, he found himself homeless. He moved into HOPE Place in September of 2022. He started working at Lexington Manufacturing three months ago. He is currently working third shift and has shared with staff that he has found a place to grow and share. He catches on quickly and is excited to be a part of something bigger. This is one of the youth that testified during the legislative session. He is currently in school right now pursuing a degree in Accounting. We have been able to support this youth, getting them a stable place and providing him with the tools to launch and continue to improve himself and his life. What a testament of the important work we are doing in our community!

Approval of Agenda and Minutes

- Motion made by Pat Chen, seconded by Julie Cole and passed unanimously to approve the May minutes and July agenda.

Chairman's Report (Steve Nash)

- Update on Executive Committee
 - Audit and 990 Approval
 - A representative from Abdo attended the last Executive Committee meeting. They did a very good job going through each of the sections and was able to answer all of the questions we had. There really weren't a lot of issues and there were no discrepancies.
 - The Executive Committee recommended approval.
 - Motion to approve the audit and 990 by Linda Barnum, seconded by Anna VonRueden, and passed unanimously.
 - A few years ago, Abdo kind of fired us because of several internal problems that were at play. A tremendous amount of work was done getting things straightened out and ready. LaChelle and the team did great work getting us to a better place for the annual audit. We had no problems with this year's audit. Steve noted that this work is done throughout the year. LaChelle, Brooke, and the team work hard all year long.
 - Fiscal responsibility of Board with new facility
 - This year we were successful in our legislative endeavors this session. This is two years' worth the work to get us to this point. Steve thanked LaChelle and the team for their hard work to get up to this point. This is going to be a minimum two-year process. There will be a lot that goes into this. This is not just for now; this is for the future.
 - One of the Board's main responsibilities is fiduciary. We need to be making sure that we're wisely spending these funds to make sure we are meeting our mission.

- Vision of Board and Committee engagement
 - Steve stressed the importance of Board and Committee engagement. He noted that Board meeting schedule was modified to allow for the work being done at a Committee level to be emphasized.
 - The Building Committee will be made up of professionals that know about building and securing contractors. We are going to have one Board member to serve as a liaison. Steve Nash has had involvement in building committees in the past and will serve as liaison for the Board.
 - We need functioning committees to have all the work come together. The Building Committee will need involvement from the Finance, Program, and Advancement Committees.

Board Nomination: Krista Benjamin

- LaChelle shared that Krista is a humble yet energetic leader at Connexus Energy. She supervises Connexus Energy's legislative and government affairs, their employee services, and their own Board of Directors. She works closely with the executive leadership team including their CEO. Krista has spent 16 years working in the electric utility industry with a gift of project management. Her experience working with other nonprofits boards will only be an asset to us. As a note, our friend Krista is a bit of a celebrity as she came in second place at this year's AN4H's Heads or Tails game!
 - Motion to approve adding Krista to Board by Julie Cole, seconded by Linda Barnum. The motion passed unanimously.
 - We have a new board member! LaChelle will communicate this to Krista and she will join us for September's Board meeting.

Operational Update (LaChelle Williams)

- Board Development
 - We officially have two new board members with Krista's appointment! Our goal was to add two to four new board members. We have now added two new board members to our roster of community advocates. Again, welcome Sheriff Wise, and we will meet Krista Benjamin in person in September.
 - LaChelle is also working with a powerful candidate from Bremer Bank when our friend Stephen Spears rolls off in November. She is additionally working on a prospect from CLA and elsewhere.
 - We have added a new Board Committee member to the Strategic Steering Committee – Karen Anderson. Karen is with the Plymouth City office as their Public Safety Administrator. She is strongly versed in Risk Management plans. Her work with us will help us in our goal to complete a Risk Management Plan for H4Y by the end of 2023.
- Staffing Goal: 20 plus two interns.
 - Our team is working hard, together. Great things are being done across our organization.
 - We currently have an open position in Program for a Youth Services Coordinator. We are interviewing candidates, but the pool is light. We will be fully staffed when this individual is identified.
 - Additionally, we are reaching out to our university partners for two Fall interns. Our internship pipeline is strong.
- Government Funding
 - We continue to see increased opportunity for Government funding. While this can be appealing, it is someone we are tempering. Our goal this year was \$318K which included \$168K in ERC funding. We have a projection of \$428K due to the offering of FHPAP, Rapid Rehousing, and increases in our OEO funding. As you may know all government funding comes with many reporting needs and increased administrative work. We are cautiously monitoring our investment into this space.
- Current Facility Updates
 - HOPE Place is getting a facelift. We are using the Heartland Tire Golf event donation to provide some needed maintenance. We have repaired the roof, blacktopped the parking lot, painted everything, and will be outfitting the rooms with new furnishings.
 - The DIC has never looked so welcoming. Under Mica's leadership, things are running more professional than ever. We have completely reorganized the center, have the team operating succinctly, and have more youth visiting us. LaChelle encourage you to stop by, just let Nikki or LaChelle know when you have a few minutes in the morning before we open, we would love to share the updates!

Advancement/Development Committee (JJ Slag/Nikki Kalvin)

- Fundraising
 - The Fundraising Plan that was established in January is being reviewed monthly. This year we are focusing on LYBUNT/SYBUNT (last/some year but unfortunately not this) reporting to target those that need to be reengaged.
 - Summer Appeal
 - We are sending the Summer Appeal via eBlast to everyone on list. A paper mail copy is going to those that gave LYBUNT along with several other giving parameters.
- Marketing and Events
 - We are event heavy for Q3! The Volunteer picnic is on August 18th. The 4K Open House is August 19th. The 4K is September 16th.
 - The Hunt 4 HOPE Friday is September 22nd. It is the 8th year that we are doing this pheasant hunt fundraiser. This event started with Matt Brandt's birthday and has turned into annual event that brings in about \$60k a year.
 - Clays 4 Youth is on October 3rd. This is the second year of this event.
 - October 25th will be the Inspiring HOPE breakfast. It is the first year for this event and we are planning for one hour.
- Community Engagement
- Call to Action
 - We would like the Board to look at their schedules. We would like everyone at Inspiring HOPE breakfast. It would be ideal to have each board member fill a table of eight. The target of 50 people

Program Update (Anna VonRueden/LaChelle Williams)

- Program Committee
 - Anna shared that Friday's Program Committee meeting will be joined by the founder of Authentic Roots Therapy. She will be answering questions about what it would look like to implement mental health support at the Drop-In Center both in our current facility and in the future.
- Partnership Opportunities
 - We continue to elevate our role as a community hub for resources. We continue to focus on our partnership opportunities seeking the necessary resources our youth will benefit from. Last year we ended the year with 71 partners, as of the end of June we are up to 80. We truly have a mindset now of supporting and honoring all youth.
- Single-organization Mindset
 - As shared earlier, with Mica's promotion we are truly seeing a single-organization mindset within our Program team. Working with Mark and the team, we are setting cultural improvements and increased opportunities for both operations. All in all, things are going well.
- Youth Survey Results
 - We took a snapshot of our first six-months of 2023. Our outcomes continue to be impressive. We are trending similarly to our 2022 outcomes with two standouts; 57% of our 2023 surveyed youth said they make advancements in their educational goals compared to 35% in 2022. We added a new question inquiring about changes with chemical use. We are ecstatic to see 80% of our surveyed youth have stopped or reduced their chemical use. Our partnership programs are working!
 - We will continue to focus on outcome information. We recognize this is what drives community engagement - a solution to an unacceptable issue.
 - Of the roughly 200 youth we're working with, 30 have responded. We are very pleased with this response rate thus far. Don noted the importance of getting responses. Julie noted that the healthcare response rate for surveys is 2%.
 - Sue Woodard noted that outcomes also become metrics. We'll always find ways to refine, but she is so impressed.
 - This is an example of what can happen when the right people on the team!

Finance Update (Don Phillips/Brooke Limanen)

- 8.6 months of cash on hand
- Expenses are higher than budget due to the purchase of a storage shed for HOPE Place and the timing of the audit payment. The storage unit is part of the Heartland dollars we are expecting later this year.
- Expenses are currently tracking higher. Brooke researched and found that payroll/healthcare expenses are higher than budgeted. Brooke has noted this on the projection, and it will be taken into account for future budgeting.

- We will revisit at the end of Q3 to update the projection.
- Don noted that benefits and payroll expenses are higher because we're hiring good people. This will allow us to be a stable organization.

Strategic Discussion: Facility Roadmap (LaChelle Williams)

- Tours/meetings/outreach
 - We are in somewhat of a waiting period. Until we have a signed contract with DEED we cannot spend a single nickel on anything related to the new facility. We are using this time to prepare by garnering information, insight, and spreading the word. The senior leadership team has gone on tours of our sister agencies throughout the metro area. We are meeting with individuals and organizations who have experience in state funding/construction, as well as reaching out to all of our key contacts. We are continuing to work with brokers on site options. We are starting to focus more on North Fridley, southern Blaine, and potentially Spring Lake Park.
- DEED and MMB partnership/contract
 - We believe we will be assigned our Project Management sometime this Fall and will get our contract signed. We actually have until December 31, 2027, to sign our contract with five additional years to construct our facility. We will move much more swiftly than this, however, we do have time if needed. As a Board of Directors, we will need to determine if we plan to build an \$8M facility or if we plan to expand that to a capital campaign. The new caveat we have with the government funding is our project must be fully funded before any dollars will be dispersed. If we move forward with a capital campaign, we will be unable to access the \$8M until the capital campaign is finished.
- Location identification
 - We continued to hear the same message about Coon Rapids - we will not be authorized to build there. As shared, we hope to find a location in Q4 - or Q1 2024. Brad Wise shared that the City of Coon Rapids had a plethora of issues during the pandemic with local social services non-profits receiving funding, but not providing oversight to their programs that they implemented with this funding. This led to increased safety concerns, law enforcement interactions, and problems with the neighborhood residents.
- Building committee vision and timing
 - In tandem with the DEED contract work and the location identification, we are starting the vetting and building of our Building HOPE Project committee. LaChelle will be coming forward with three proposals to serve as the Owner's Rep. The Executive Committee will help determine our Owner's Rep. Once they are hired, they will help with the RFPs for our architects and construction partners. The Building Committee will provide recommendations to the Executive Committee and Board for all final decisions and directions.
 - Paul Eckstrom has shared that he is willing to be involved in this project.
- Decisions regarding facility process
 - The project process, working with the guidelines from DEED, will begin. I have an aggressive timeframe of 2026 and a more moderate timeframe of 2027 for our move in date.

Open Business (Steve Nash)

- LaChelle will be sending out a survey for meeting time preference. Please respond and share the best day and time for a meeting. We will review and make a decision for what's best for the team.

Adjourn

- **Motion** to adjourn was made by Anna, seconded by Pat Chen, and approved unanimously.

The meeting ended at 6:40 pm.

Respectfully Submitted,

Danielle Snider, Administrative Coordinator

Action Items:

- Create a sign up genius or other avenue for Board engagement sign ups
- LaChelle will send a survey to determine the best day and time for future Board meetings.

Upcoming Events:

- Thursday, August 17th, [Annual Volunteer Picnic](#) – All Board, staff and their families are welcome to attend
- Saturday, August 19th, 1st Annual [Summer Open House](#) at the Drop-In Center
- Monday, August 21st, 9th Annual [Heartland Tire Golf Classic](#) at Bunker Hills Golf Club
- Saturday, September 16th, the 8th Annual [The Darkest Night 4K](#) at Bunker Hills Golf Club
- Friday, September 22nd, the 8th Annual [Hunt 4 HOPE](#) at Wild Wings of Oneka
- Tuesday, October 3rd, the 2nd Annual [Clays 4 Youth](#) event at MN Horse and Hunt Club
- Wednesday, October 25th, the 1st Annual [Inspiring HOPE Breakfast](#) at The Mill Site
- Thursday, November 16th, the 7th Annual [Out of the Cold](#) at the Anoka County Sheriff's Office