

# Board of Directors Meeting

Monday, May 8th, 2017

6:30-8:30 WSCO Office 209 Page St W

## Agenda:

1. Welcome and Public Comments
2. Consent Agenda
  - a. April Minutes
  - b. May Agenda
  - c. Recent Letters of Support
  - d. Staff and committee updates
3. WSCO 2016 990 form
4. April Financials and Budget Update
5. Confirm 2017 Board Appointees
6. Cycles for Change Bikathon
7. Sign Up -- seeking board members for positions
8. Meeting reflection and adjourn

## Meeting Minutes:

- Call to order 6:35pm
- No public speakers
- Consent Agenda
  - April minutes
  - May agenda - amendment to discuss support for 584 Stryker and lot split after budget update
  - No letters of support
  - Whats up at WSCO is the staff update
  - Nick J moves to approve the consent agenda, Tianna seconds, unanimous approval
- WSCO's 990 form
  - Charlie (speaker) worked with us on an abatement letter for 2015 taxes
  - The 990 is a public document, required to provide for the last 3 years - also required to provide the original application to the IRS (you do get time to produce it)
  - Not a tax return, it is an informational return - provides financial and organizational information to the public and to IRS
  - Sources of income (ours are 100% contributions) which is a little unusual,
    - Could have some fee for service for example

- You can have up to \$1000 revenue without any tax -- then you'd need a 990t
- Public Charity status is the most common way to be a 503c
- Expenses -- salaries is a very large portion of revenue -- that is due to us being largely program driven, not a lot of overhead
- Excess or deficit -- we did have a deficit this year, don't want to do that too many years in a row
- Balance sheet: there is \$8k in land -- we can apply to have this be tax exempt - need to do this so we can stop paying taxes on this land
- Page 2, line 32 of 990 is zero right now and we should likely have a number there.
- Schedule A - this is where we determine public charity status -- we are at 98% so nothing to worry about
- What does the IRS do about this? - put it on file, public can view through guidestar
- 990 is due on may 15th and we are not going to an extension this year -- need to make sure to get it signed and filed (Charlie has worked with organizations where they've signed it and thought it was filed but it wasn't so make sure)
- Report to Attorney General's Office - informational report
  - Statement of functional expenses is probably the part that causes the most issues for people
  - Management and fundraising percent is 23-26% and we want to make it not more than 30%
  - Important part of this report is that it requires 2 signatures -- need a resolution from board on who signs
- We'd like to bring in some training to the board on how to read financial documents like these
- Louis moves to approve the draft of the 990 for 2016 with the additional narrative and a check on line 32 page 2 as noted, Nick J seconds - unanimously approved
- Nick J suggests that we update our information on Guidestar
- Krysten will complete the narrative -- Board members from last year send bullets to Krysten
- Alicia Lucio arrived
- April Financials and Budget Update
  - Requesting reimbursements from EPA grants and that would bring liquid assets up to \$21k
  - About \$96k remaining balance of grants but not liquid, would need to submit for them
  - Grants Still Pending is important section as this is one target to alleviate current shortfall.
  - Bush Foundation is actually \$130 but with another grant that would go along with it would bring total up to \$160
  - Headwaters New Majority is 2018 and 2019 and would be \$40k total
  - After making adjustments, current assets are \$118k

- Kerry will add the time span to the grant title
- Mostly untangled expense sheet - show fixed and organizational expenses but not events and programs which will come later
- Current shortfall is \$44k but that is based on 12 months and we're 4 months in so the shortfall is smaller through December
- Areas of opportunity for the board around fundraising and liquid capital
- Krysten motions to approve, Nicholas seconds, unanimously approved
- Community Members
  - Concerns around Cinco de Mayo and how to be involved with the community
  - Wanted to know more about what can be done about troubles (shootings, fights) -- will have a community meeting on May 15th 6:30-7:30 at Neighborhood house with heritage foundation, cinco committee members and a facilitator
  - Issues with drugs in the community
  - Attack near the bridge kind of on the way to Holiday -- it's too dark
  - Alamo issues, what is happening -- camera is gone now, was taken away -- will be another meeting about the bar and some of the outcomes from the first meeting. Another outcome is that the owner has to work with safety and inspections to address some of the issues.
- Start publishing board meetings more widely and encouraging public to attend
- Confirm 2017 Board Appointees
  - Jen Crea - Krysten motions to approve adding Jen Crea as a 2017 board member, Derek seconds the motion -- unanimously approved
- 584 Stryker
  - Traditionally would be RDLU items but the city is acting prior to the next RDLU meeting
  - Someone is trying to buy the business and wants to do oil changes and things other than the body work that it is zoned for.
  - Concerns about the additional chemical spillage.
  - Though, do want to encourage businesses
  - Over 100 people in the area responded to our survey that they want something else there
  - Community will have gotten post cards from the city asking them to weigh in
  - Support of CUP - 3
  - Against CUP - 4
  - Abstain - 3
  - Decision: the Board will not comment on CUP request
- Cycles for Change
  - Bikathon on June 10th
  - All will start at Parque Castillo - 2 routes, 8 mi and 20 mi
  - Will be a joint fundraiser for Cycles 4 Change and WSCO Will have it's own goal
  - WSCO has a team that is registered -- will need to sign up as a rider and join WSCO's team -- \$12 registration per person and all the money will go towards WSCO

- Monica Bryand will send out the link to register
- Doesn't have to just be the board, we can get more people involved to ride with us and raise money
- There will be other needs for volunteers on routes and such -- Monica will send something out
- Will be important to share out the story behind why we are raising money
- If donations come through crowdwise - c4c will send out the forms
- If donations come through WSCO - wSCO can send out a form if needed
- Set a goal: \$7500
- Signups
  - communications/social - Nick, Louis, Alicia
  - Website revamp - Craig -- on hold for a month or two
  - Post Cinco meeting (6:30-7:30 monday the 15th) - Alicia help flyer
  - Family Immigration Preparedness Clinic on May 17th -
  - Governor's Council Law Enforcement Listening session on May25th 5:30-7:30 -
  - Farmers Market (8-12) June 3rd - Nicholas and Derek
  - Spruce up the office -
- Krysten motions to adjourn, Nicholas seconds - 8:30pm - unanimously approve

**Attendees:**

- Monica Bravo
- Monica Bryand
- Craig Willford
- Krysten Ryba-Tures
- Kerry Matthews
- Nick Johnson
- Tianna Reyes
- Alicia Lucio
- Derek Johnson
- Louis Garcia
- Nicholas Novacek Bundt
- Joanna Lowry



