



YNPN-TC Board Meeting

June 7, 2018

5:30pm – 7:30pm

Attendance: 15-1					
	Present	Absent		Present	Absent
Biftu Takele	X		Laura Daugherty	X	
Cole St. Arnold	X		Laura Sherar	X	
Dan Frankenfeld	X		LaCora Bradford Kesti	X	
Jouapag Lee	X		Max Williams	X	
Kayla Farhang		X	Ruth Hamberg	X	
Ken Lawrence	X		Sandra Boone	X	
Kevin Bruins	X		Sarah Crumrine	X	
Kristin Skaar	X		Sara Parcero-Leites	X	

Mission/Vision/Values

- Check-in with Dan Frankenfeld

Consent Agenda

- GovComm voted to implement a consent agenda procedure for the board meetings moving forward. We will be using a consent agenda to expedite our meeting time for routine tasks and updates.
- Committee check-ins, updates on straggles, and voting on the previous months minutes will all be elements of the consent agenda.
- ***VOTE- Approved***

Committee Check-In

What's one thing you're excited about in the last month, and what's one thing you could use help with from the board?

- **GovComm**
 - *Excited about:* Fiscal flexibility policies within reasonable parameters to scale. And consent agendas.
 - *Need help with:* Additional representation from committees, participation for the EDI subcommittee meetings.

- **MemComm**
 - *Excited about:* Template development and our fabulous blog posts
 - *Need help with:* Filling out comms volunteer roles
- **ProComm**
 - *Excited about:* A great first fundraising event at LynLake Brewery! (Official total is still coming--but it seemed busy all night!)
 - *Need help with:* Currently forming groups to plan Cafe Conversations and Peer Mentorship Program. Board members are invited to join these groups (see links below.)
- **EYLI**
 - *Excited about:* Completing the selection for cohort four on Monday and letting them know this week!
 - *Need help with:* Suggestions for meeting spaces for the cohort as we enter the opening retreat (July 19 & 20) planning phase

Official Business/Discussion

- Vote on March [Meeting Minutes](#) - **Vote: Approved**

Check-In on Straggles

- **GovComm**
 - *Nonprofit Professional Development Opp Landscape Map:* Still needs a lot of traction. This will be a priority moving forward, will require a project plan.
 - *EDI Actionforce:* Has had several meetings, facilitated via Jouapag (with sweet facilitation/hosting skills). Additional participation would be a great asset to these spaces. Looking at identifying a reduced frequency, but greater length of time (1 1/2 to 2 hours) to hopefully both allow for greater participation, but also grapple with the subjects discussed with enough time needed.
 - *Leadership Professional Development Training:* Taking a pause on this (as one piece we want very EDI focused). I think there is an opportunity to identify a skills-based training that could be of greater benefit (though the finance training from Danielle, could qualify under this).
 - *Financial Model:* Recommended some flexibility within the committee as a policy to address "scarcity mindset" while also making sure we remain fiscally responsible. Additionally, Ken in the role of treasurer has been sending out budgeted and actual reports to committee chairs prior to committee meetings to allow for greater confidence in where our budgets are at. This has been helpful for realizing costs, as well as what can/should still be spent. The fundraising subcommittee has already put on an event at Lynnlake Brewery! Woohoo!
- **MemComm**
 - *Membership Continuum:* Presenting at June board meeting
 - *Membership Benefits:* Discussed new options for benefit types, including discounts for wellness (ex: yoga studio), professional development (ex: workshops), professional services (ex: career counseling), and "around town" (ex: theaters)

- *Radical Welcoming:*
- *Swag:*
- *Brand Audit:*
- **ProComm**
 - *Peer Mentorship Program:* Forming sub-group to plan. Ken has offered some sage advice to Kristin.
 - *Education as Access:* Exploring Lynda options free with Library card. Possible combination with peer mentor groups.
 - *Non-profit Sector Focused Events:* Two events are currently on the calendar. (Community Engagement in July and Dismantling Racism in the Nonprofit Sector in November. Looking for an event-lead for the November event.)
 - *Fundraising & Events:* Fundraising event happened in May! Continuing to plan for fundraising elements at other events.

Official Business/Discussion

- Vote on [May Meeting Minutes](#) — *Approved pending edits*

Lynd-A-Hand Recap

- Went well
- Waiting to hear from their accountant for total
- More relaxed and less programmed than regular events
- May try to incorporate the idea (business giving a portion of their sales to YNPN) but do it somewhere where they will allow us to do some type of program

Update on National

- Sarah and Kevin were on the call for chapter leaders
- YNPN lost a grant so future of the national organization is uncertain
 - Foundation shifted their priorities and therefore didn't renew
 - Will likely need to lay off staff after August
- We are our own 501c3 so this does not impact our status or budget
- They don't want to keep us in the dark but there is large amount of unknown
 - YNPN is now trying diversify their funding stream so they aren't as grant dependent; they are also considering merger options
 - They may consider reevaluating what state affiliates must pay to be part of YNPN
 - Chapter support is in question, but we are more self-sufficient than smaller chapters
 - National is still giving funding for hotel rooms at the national conference, but that isn't certain in the future
 - NationBuilder won't need to be discussed until the start of 2019
 - Chapters will get to look at national's finances in August
- People can join a Think Tank on 1) Financial Diversity or 2) Prioritizing the Work of YNPN National
- There will be another call in August and that is when financial info will be available

Individual Committee Budget Discussion, 10% Budget Flexibility

- Budget Discussion
 - Many committees haven't spent as much as they were budgeted
 - Committees should look at budgets this month and decide what your goals will be for the next six months
 - Adjust your goals
- **GovComm Proposal: Allow committees to shift money within their budget as long as it is less than 10% of their total budget**
 - Want to give committee flexibility to make choices without consulting the board
 - If 10% or less, the committee can shift and then notify the board
 - If more than 10% must come to the board to ask
 - Reason for Board Check-in: The board approved the budget with specific amounts that reflected priorities, so coming to the board ensures transparency for large changes or departure from plans.
- **Vote- Approved**

Membership Discussion

- **Membership Pillars**
 - Acquisition
 - Engagement
 - Retention
- **Membership Continuum:** We do this exercise to find any gaps in membership processes, and find new or debunk old conceptions about who our target markets are. This helps us create tactics and goals for acquisition, engagement, and retention.
 - Gaps / Missing items to follow up on
 - Volunteer form - where do the notifications go?
 - What is the origin % of people signing up, Membership Form VS. Event Signup? Can we even figure this out?
 - Current membership definition: Anyone who is on our email list
 - Why do we need to know how many members we have? As of right now, there is no pressing reason why, but future reasons could be:
 - If we need to provide funds to YNPN national in the future based on chapter size
 - If we want to apply for grants that ask for membership size (usually operation-funding based grants)
 - If we want to set membership acquisition goals, and consequently create membership campaigns to achieve those goals
 - If we want to start working with sponsors, and need to outline how many people they could reach by working with us
 - **In summation, knowing our membership numbers is tool that we can use to our advantage to show our worth to outside parties**
- **Short-Term Solutions**
 - Update event registrations / confirmation emails to notify people that by signing up, they are considered a YNPN member - Laura / MemComm can provide language to the ProComm committee.
 - Research who gets the responses to the Volunteer Form

- Answer: It was going to an unmonitored volunteer email account, but ownership has now been transferred to the info account
 - Laura to update membership continuum document with suggestions from the Board discussion
- **Long-Term Solutions Needing Follow-Up**
 - The board should have a deeper discussion about our membership definition, which will help outline our business practices and illuminate what the membership experience should be - both logistically and experientially.
 - **Understanding both our current and ideal structure enables us to have a deeper understanding, and consequentially deeper discussion, about what the membership experience should be.**

Continuation of the Board Norms Discussion

- Board brainstormed answers to the question, “What do you need to be comfortable having difficult conversations”
- Summary of agreement
 - Fully listen and trust that understanding will come.
 - Name the tension, leave the drama.
 - Assume a learning intention, or that there is sincerity from each other.
 - Speak from your experience.
 - Don't discredit other's lived experience.
 - Make room for multiple truths.
 - Disagreement does not equal disrespect.
 - Challenge the idea/process, not the person.
 - Everyone commits to holding space for ambiguity and discomfort.
 - Sometimes we will agree to agree (consensus), sometimes we will agree to disagree.
 - Make room for everyone's whole self, authentic self.
 - What is said here stays here; what is learned here leaves here (confidentiality is respected).
 - We are compassionate of each other's learning and that means making room for tough emotions.

National Conference

- YNPN National Conference coming at end of July
- Dan is coordinating travel for our group; contact him if you will be going.
- Cost estimates will be available soon

New Business

- **Secretary Position**
 - Sandra is starting grad school in the fall. Classes are on Tuesday and Thursday nights, so she will need to resign from the board
 - Sandra wants to train the new secretary in July
 - We will have a secretary election in July, so if you want to be the secretary, email Sarah/Cole/Sandra. If there isn't a volunteer, Sarah will ask someone.

Officer & Chair Updates (Written updates here)

- Chair & Vice Chair
 - Vote on the date of the July Board Meeting
 - Reminder - Please connect directly with Sarah & Cole if you want to talk about Board Giving
- Treasurer
 - [Budget vs Actual \(with updated EYLI budget\)](#)
 - [Budget Breakdown \(with updated EYLI budget\)](#) - New broken-out EYLI, separated from ProComm's budget
 - [Detailed EYLI budget \(Bush Grant\)](#)
- Secretary
 - Check your information on the [Board Attendance](#) to make sure it is correct
- Volunteer Manager
 - No update
- National Liaison
 - 2018 Conference Logistics <http://conference.ynnpn.org/>
- Membership
 - No additional update
- Communications
 - No additional update
- Governance
 - No additional update
- Programming
 - Resume Review Workshop is scheduled for June 26 from 6:00-8:00 PM at MCN. (Thanks to Laura D. for leading!)
 - We're forming sub-groups to work on mentorship and August's Cafe Conversations. If you would like to work on either fill out these Doodle Polls (by Wednesday):
 - Cafe Conversation Planning: <https://doodle.com/poll/kbvq9i4apkavz564>
 - Mentor Program Planning: <https://doodle.com/poll/8wua5uhnwu3i7fuk>
- EYLI Leadership Institute

Recent & Upcoming Programs

- **Previous**
 - May 23: Lyn-a-Hand Fundraising Event with LynLake Brewery
- **Upcoming**
 - June: Resume Review Workshop (June 26th) at MCN
 - July: Community Engagement Event (TBD)