



YNPN-TC Board Meeting

July 2, 2018

5:30pm – 7:30pm

Attendance: 11-5					
	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

Board Bonding

- Sarah Crumrine coordinates Two Truths and a Lie

Consent Agenda

- Vote on [June Meeting Minutes](#) Vote- Approved
- [Event Evaluations](#)
- Recent and Upcoming Events/Programs
- Board Retreat Check-In and Details: August 11, 9-2 p.m., location TBA
- Norm Setting and Statement-Making Next Steps

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:* Board retreat for Saturday, August 11th from 9am-2pm (potential location 195 5th St E, St Paul, MN 55101)
 - *Need help with:* What you want to see at the board retreat! Answer the upcoming Google form. :)

- **MemComm**
 - *Excited about:* Energy among a core group of communications volunteers
 - *Need help with:* A location for our physical materials -- should be accessible without much coordination (e.g., can walk in and talk to the front desk staff), open during predictable hours, centrally located, ideally free but we could pay or discuss an exchange
- **ProComm**
 - *Excited about:* Planning meetings with Cafe Conversation team, Peer Mentorship team, and Laura's awesome Resume Workshop!
 - *Need help with:* Lots of events coming up! Would love to have great board member turnout!
- **EYLI**
 - *Excited about:* The planning team has finalized the agenda for the 7/19-7/20 opening retreat
 - *Need help with:* Suggestions from the board on philanthropy sector speakers for future EYLI sessions

Straggle Reminder

- **GovComm**
 - *Nonprofit Professional Development Opp Landscape Map:* Will work on in the second half of the year
 - *EDI Actionforce:* Moving forward and looking to integrate into all committees (Phase 1 done, moving to Phase 2)
 - *Leadership Professional Development Training:* Did budget training; working to identify 1-2 other options (1 likely at board retreat)
 - *Financial Model:* Monthly updates have created greater transparency and allowing for adjustments to create flexibility (Phase 1 done, moving to Phase 2)
- **MemComm**
 - *Membership Continuum:* Continuum is almost finished and will be moving forward
 - *Membership Benefits:* Recently did a brain dump; volunteer is making a suggestion for new benefit areas and will then bring to the board
 - *Radical Welcoming*
 - *Swag:* Placing order
 - *Communications Audit:* Branding project is wrapping up and we are in the middle of a content audit (something the board requested earlier in the year); next up is the newsletter
- **ProComm**
 - *Peer Mentorship Program:* Met with planning team in June and are working on a survey to be sent to potential participants. Targeting October for launch event.
 - *Education as Access:* Considering combining Lynda.com education options with several peer mentor groups.
 - *Non-profit Sector Focused Events:* Jouapag Lee is leading an event titled "Making Community Engagement More Than A Checkbox" on July 31. We're targeting

November for an event around dismantling racism in the nonprofit sector.
Recommendations for a facilitator(s) for this event are welcome!

- *Fundraising & Events*: Held Lynd-A-Hand in May. Continuing to meet with Fundraising team to talk about future fundraising options. That team is reaching out to Urban Growler about a future event similar to Lynd-A-Hand

Official Business/Discussion

- Budget check-in with committees
- [Brand Refresh](#) **Vote- Approved**
 - Pink and orange are the primary colors
 - New guidelines allow creativity with consistency

Board and Chair Elections

- Officer and chair elections (terms are one year) will happen in August
- Will discuss recruiting new board members in August
- For those who are in the second year of their term: You need to decide if you wish to do another two year term
- Key Dates
 - To nominate someone else: Send names to Sarah and Cole by July 11
 - To nominate yourself: Send name to Sarah and Cole by July 13
 - Submit statement for position(s): July 27 to Sarah and Cole

Secretary Election for Year Remainder

- Send Sarah and Cole a paragraph by July 11
- Will do electronic vote

Officer & Chair Updates

- **Chair & Vice Chair**
 - Next Board Meeting: August 2 at MCN
 - Reminder - Please connect directly with Sarah & Cole if you want to talk about Board Giving
- Treasurer
 - [July budget v Actual](#)
 - [Budget breakdown](#)
- Secretary
 - Check the [2018 Board Meeting Attendance](#), and let me know if anything is incorrect
- Volunteer Manager
 - No Update
- National Liaison
 - National conference info at <http://conference.ynpn.org/>
- Membership
 - No additional update
- Communications
 - No additional update
- Governance
 - No additional update

- Programming:
 - Save the date! Our next event "**Making Community Engagement More Than A Checkbox**" is taking place July 31 from 6-8 PM at the St. Anthony Library. A call will be going out soon for Cafe Conversations facilitators.
- EYLI Leadership Institute
 - We have 30 confirmed participants and the opening retreat will focus on building relationships and co-creating the year's monthly session themes
 - The planning team suggested planning a board/EYLI happy hour or event in the future

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)