



YNPN-TC Board Meeting

January 3, 2019

5:30pm – 7:30pm

Attendance: 18-0					
	Present	Absent		Present	Absent
Abrianna Thao	X		Kevin Bruins	X	
Biftu Takele	X		Kristin Skaar	X	
Cate McKay	X		Laura Daugherty	X	
Dan Frankenfeld	X		Laura Sherar	X	
Emily Pyle	X		Matt Boston	X	
Erica Connell	X		Nicole Lovold-Egar	X	
Kayla Farhang	X		Paul Johnson	X	
Kelsey Parsons	X		Ruth Hamberg	X	
Ken Lawrence	X		Tess Montgomery	X	

Minutes:

5:30 pm – Kevin begins ice breaker with two truths and a lie

5:51 pm – Kevin introduces Consent Agenda to the new board

5:54 – Consent Agenda approved

5:55 – Laura D. begins discussion of committee shopping, committee chair elections and other open leadership positions.

5:58 – Kevin discusses board member responsibilities including leading events and writing blog posts. MVV time will now also include the option for an ice breaker. Board buddies are reviewed.

6:04 – Ken reminds everyone of financial fun including expense reimbursements. Kevin discusses our expectation board member giving. Kevin and Laura discuss NationBuilder and a training opportunity with Sarah Crumrine. Kevin shows the Board Matrix of Responsibilities. Kristin has an idea on how to reassess and improve the matrix in GovComm.

6:11 – Ruth begins presentation on How to be a YNPN-TC brand ambassador

6:23 – Laura D introduces Straggles (strategic goals)

6:29 – Ken begins budget discussion and Dan discusses the plan to create a budget for the upcoming year.

6:54 – Board unanimously votes to approve on a future vote on the new fiscal year at the April board meeting. Stub year starting in January will end March 31st, 2019.

6:57 – Cate begins the member survey discussion. Cate asks the board to review and give feedback to the YNPN-TC Membership and Surveys before the February board meeting.
7:23 – Ruth seeks feedback from the board on a partnership event opportunity with Young Professionals of Minneapolis (YPM). Board votes to continue to explore this opportunity.

Agenda:

Welcome!

Mission/Vision/Values or Board Building- (10 minutes) 5:30 pm

Consent Agenda - (10 minutes) 5:40 pm

- Vote on [December Meeting Minutes](#)

Committee Check-in - Read Ahead of Meeting

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?

- **MemComm**
 - Excited about:
 - Need help with:
- **GovComm**
 - Excited about:
 - Need help with:
- **ProComm**
 - Excited about: A great year of 2018 programming!
 - Need help with: Getting Peer Mentor Program up and running
- **EYLI**
 - Excited about: Jan 11th Mid Year Retreat on Social Justice Fundraising, Philanthropy 101, Navigating Donor Relationships
 - Need help with: resources (articles, podcasts, etc.) on effective co-creation

Official Business/Discussion - (20 minutes) - Kevin/Laura 5:50 pm

- Get to know you activity
- Board Member Specifics
 - [Committees](#)
 - New members should attend all of the committees and notify Kevin/Laura which committee will be their official committee
 - Returning members don't need to committee shop, but they should notify Kevin/Laura of their choice
 - GovComm:
 - MemComm:

- ProComm:
 - Calendar
 - [Events/Communications Leads](#)
 - All board members encouraged to be event/communications leads at least once a year
 - You can do this even if you aren't on the Communications or Programming committees
 - [Blogs](#)
 - Returning board members are already on the schedule, Managing Blog Editor will contact new Board Members
 - [MVV](#)
 - Will send email to the MVV person two weeks before board meeting reminding them
 - [Programming Calendar](#)
 - Board Buddies

Returning Boardies	New Boardies
Kristin	Paul Johnson
Ruth	Nicole Lovold-Egar
Ken	Emily Pyle
Kayla	Matt Boston
Dan	Cate McKay
Laura S	Erica Connell
Biftu	Kelsey Parsons
Laura D	Tess Montgomery
Kevin	Abrianna Thao

- Financial Fun - bank account, reimbursements, board giving, etc.
- For expenses/reimbursements: If something is tied to a specific committee, ask the committee chair to approve the expense. If it is a general item, ask Sarah, Cole, or Ken
- Board Giving: We ask for 100% board participation in board giving. We don't say a specific amount; just that it is something meaningful to you. You can ask for someone to donate on your behalf. If you have concerns about giving, contact Sarah/Cole.
- More financial information is in the board binders
- [NationBuilder](#)
- New members: Go [here](#) and then check your email for directions on setting up an account

- [YNPN Leaders Site](#)
- Open [positions](#) and how to apply - Membership, Programming, Communications Chair, Volunteer Manager,
- Check board binder for position descriptions
- If you are interested in being Volunteer Manager, email Kevin/Laura a paragraph about why so we can vote at the next board meeting. This should be submitted in the next two weeks.
- If you are interested in Membership Chair, email Kevin/Laura a paragraph about why. This should be submitted in the next two weeks. You will then attend the February MemComm committee meeting where they will vote

Board Matrix of Responsibilities

- We want all board members to get an experience that is valuable for them, so each board member should review the matrix to determine how they will be involved
- Contact Kevin, Laura, or Dan if you have questions

How to be a YNPN-TC brand ambassador - (10 minutes) - Ruth 6:10 pm

- We will have further lessons about the YNPN-TC brand at future meeting, but see link's handout for basics

Straggles - (5 minutes) - Laura 6:20 pm

- Structure - how to do them - next steps
- Committees will vote on Straggles in February, full board will vote on the Straggles in March
- Goals should be SMART Goals

Budget Discussion - (20 Minutes) -Ken and Dan 6:25 pm

- [Discuss new YNPN-TC Fiscal Year and budget process](#)
- Plan to create budget for upcoming year

Member Survey - (15 minutes) Cate 6:45 pm

- History of member survey
- Changes proposed

Partnership Event Opportunity - (15 minutes) Ruth 7:00pm

- Potential opportunity to connect all young professional organizations of the Twin Cities for an event in 2019. Initial questions: Do you like the idea? What role do you see YNPN-TC playing? What would you want to see / not see to help it be a great opportunity for our members? What questions do you have?

Official Business & Wrap-Up - (5 Minutes) - Laura 7:15 pm

- Anything New?

Officer & Chair Updates (Written updates here - read ahead of time and bring any questions you may have)

- Chair & Vice Chair
 - Next Board Meeting: Thursday, February
 - Reminder - Please connect directly with Kevin Bruins or Laura Daugherty if you want to talk about Board Giving

- Treasurer
 - [End of FY '18 Budget](#)
- Secretary
 -
 - Check your information on the [Board Roster](#) to make sure it is correct
- Volunteer Manager
 - No update
- National Liaison
 - Register for the YNPN Leaders Site: <http://leaders.ynpn.org/register>
 - This is where you can find resources, history, affiliation information, upcoming national events, etc.
- Membership
 - Member survey is open! We'll share results at the February meeting.
- Communications
 - New: [Brand ambassador board training](#)
 - New boardies: Remember to send your bio and photo to Kristin! (kristin.k.skaar@gmail.com)
 - Like/follow @YNPNTC on Facebook, Instagram, and Twitter; and join the LinkedIn group. If you aren't on one of these, now's a great time. Talk to Ruth to get set up
- Governance
 - No update
- Programming
 - If you have programming ideas for 2019, share with ProComm!
- EYLI Leadership Institute
 - No update

Recent & Upcoming Programs

- **Previous**
 - December: Ugly Sweater Party
- **Upcoming**
 - January:
 - (Tentative) Volunteer Day
 - (Tentative) Peer Mentor Kick-off