

**YouthBuild Philadelphia Charter School
Board of Trustees Meeting
1231 North Broad Street – 5th Floor
October 11, 2019**

MINUTES

Present: Melanie McCottry, Chuck Esser, Samuel Olshin, Jim Mergiotti, Roxanne Tillman, Erin Horvat, Marty Brigham, Jim Multari, Tiffanie Talley-Baines, Nicole Connell, Scott Lillis, Tim Daniel, Darell Davis (9:27 am), Sai Yerrapathruni

Attending by phone: Keith Anderson, Kiley Smith Kelly, Jared Farbman

Absent: David Thomas, Khalilah Lawson

Guests: Justine Sloyer

Staff: Scott Emerick, Juanita Miller, Adesanya Karade (by phone), Meredith Molloy, Brian Leffler (by phone), Allison Predjulek (for PDE 418/Finance Updates), Ted Molloy

Staff guests: Dannyelle Austin

The meeting was chaired and called to order at 9:13 a.m. by Board Chair M. McCottry.

Welcome and Approval of Resolutions: (M. McCottry)

M. McCottry welcomed guests to the meeting.

Minutes:

- The minutes of the regular board meeting of August 08, 2019. There were no corrections to these minutes. Seventeen (17) board members were present to vote on the following resolution:
- **Motion** by M. Brigham: **To approve the minutes of the August 08, 2019 board meetings as submitted.** Second by E. Horvat, motion **unanimously approved.**

Business Items

- Isaiah Johnson will be stepping down from the Board due to the fact that he has begun his year-long service with Americorps as a Community Project Coordinator here at YouthBuild, but he will still remain connected via the Fundraising Committee. We will continue to look for opportunities to connect grads to the Board.
- **Motion** on PDE-418 rent reimbursement by R. Tillman Second S. Yerrapathruni, **motion unanimously approved.**

Risk Assessment/Management

- We will be forming a risk management (ad-hoc committee) - including, but not limited to the finance committee, to represent organizational interests, expertise, and mitigate risks. It is likely that we will need external support, so Altus will provide limited support. Altus will not be a consultant.
 - Each subcommittee chair will provide at least one name of a representative from their committee (or also possibly externally) to sit on this ad-hoc committee by next Board meeting (December 13).
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Subcommittee Items

- Finance
 - Everything has remained consistent and the cash/investments line has strengthened. The net is down due to writing off older furniture and equipment, but investments have been made. Net assets have grown from \$2.1 to \$2.3 million.

- Program
 - Retention is 60%. It is not where would like to be but on trend with previous years.
 - Recruitment numbers were down for this school year (2019-2020). Considering factors of lower or other programs available. A retreat for recruitment and outreach occurred last week. Ideas that came out of the retreat for retention were considering expanding YouthBuild outreach to Latinx population since 22% of the student eligible for our program. Another expansion considered was raising the age range.

- Governance
 - The upcoming committee dates have been submitted and are enclosed in the List of Committee Meeting Dates for 2019-2020
 - Coming out of the Board Member assessments were the suggestions to have co-chair for the Board subcommittees, strengthening the succession within the committees, and growing the Board pipeline.
 - K. Lawson and J. Multari will connect with Ted Molloy around connecting with the Young Friends of YouthBuild to help with growing pipeline by way of the group and grads.

- Facilities
 - We have obtained the Flynn group as our broker, which has made recommendations on spaces. We will be signing an agreement with the group to be our . There will be no cost in the procurement process.
 - Brittany Campese engaged with 17 alumni from classes 2017-2019 to envision what they wanted the future YouthBuild space to look like. She will be meeting with staff November 20 to go through the same process. Helpful data points were determined around students who were primary caregivers around daycare/childcare.
 - St. Gobain has an interest in building

- Fundraising
 - The Goal of 150k has been consistent. Some committee members have stepped down, and new members have joined. Committee is open to new members.
 - The response from the survey was good
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- HR
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General Announcements

- Ideas and recommendations broadening scope how to engagement
 - Monthly In Case You Missed It (ICYMI) will be developed to communicate updates for the month ahead that is centered for the Board and independent work, being more direct with asking and understanding needs/clearly signifying priorities

Adjournment

Motion to adjourn by K. Smith-Kelly. R. Tillman second, motion **unanimously approved.**