

August 2015 Minutes– YLP GKC

Meeting Date: 8/11/15

Meeting Time: 6:30 pm

Meeting Location: College Basketball Experience



The meeting was called to order by Dominique Hernandez at 6:54 p.m. Present today was Dominique, Michael, and Celeste. Present through #4 were Manny and Sofia. Anna joined us at #7.

1. July minutes were approved.
2. Old Business
 - a. Update from Manny as to updated language as discussed in April's meeting and prior; Enforcing policies – Since these items have been on the agenda for so many months, we do not remember what we were discussing and will drop it off of the minutes.
 - b. T-Bones will be hosting us in their mega suite for our August social. The event has been posted to facebook and max capacity is 120. An Uber was provided for first-time users as well.
 - c. Branding Style sheet – Sofiah has provided a draft of a branding style sheet for the Board's review. In the meantime, Communications Committee has proposed a logo contest for our members. The Board has suggested we add what color profile (or ideally providing for both), and that all submissions should go secretary@younglatinoprofessionals.com so that people who are submitting do not vote and to ensure everything remains anonymous. People who are on the board or on Communications Committee and submit a logo cannot vote, and the secretary will not vote. The board would like the contest to last two weeks. There is a question about whether there should be a prize for the winner, the prize will be a year of YLP membership. We also ask to add a phrase to the effect that your submission is your recognition that you waive all rights.
 - d. One Sheet – Estuardo has prepared a draft, but didn't think the board would want to move forward due to the logo contest. The board would like to move forward with the one sheet as is.
 - e. Roasterie Coffee – Michael has submitted a draft of the image for the label for the board to review. The board provided feedback. Michael will re-work the image.
 - f. Pop-up banner – This will be on old until the logo contest is complete.
3. Report from Collaborate Board of Directors Meeting – President
 - a. The President and Vice-President each attended the meeting, which was just before today's meeting. Minutes from the Collaborative will be provided at a later date.
 - b. March 2, 2015 was the last meeting, and minutes were reviewed. This included Biz Fest, together with a request for YLP to participate more in the next one. We have expressed our interest, but need advanced notice, to be submitted to Philanthropy Committee.
 - c. 24-hour "Code Day" opportunity, with the Chamber as the national host. 5 slots are available for LOTs members. At this time, there is no one from the network interested.
 - d. H&R Block is working on the Collaborative's taxes.
 - e. LOTs has had the same difficulty getting financial updates as we have, and there has been a suggestion we will have the information by the end of this week. Carlos has agreed to get with Alain to find three dates that works for them, for us to met.
 - f. The Debit Card policy was reviewed. Each card reportedly debits from the same account, and the Chamber will track whose expenses are affected. The Chamber reports we should have our card by August 20, so we will follow-up if we don't have it by then.
 - g. We will be provided with a document to guide us on how to complete an expense report, which Sofia will review.
4. Review of expected / upcoming finances – Treasurer
 - a. We have been asking for the Chamber to supply updates including bank statement to us so we can determine our balance. Sofia is currently reviewing 2014. Carlos had promised an update by August for 2015.

- b. Pay Pal debit card is missing and likely was thrown away at the Chamber's office. Michael will get the Pay Pal account information transferred from Edgar to himself so that we can have it mailed directly to him to prevent these future problems.
5. Review of any Comments posted to our website - none
6. Review of last month's events
 - a. Social – Tank Room event went well, we signed up four new members via the square.
 - b. Philanthropy did not have an event last month due to Donnelly College's administrative problems.
 - c. Professional Development event was via NCLR speaker Cid Wilson, and went well. We partnered with Latino Coalition and Central Exchange on this event. In follow-up to last month's minutes, we were informed that all of the money we contributed was used to cover the costs of the event.
 - d. Athletics – It seems there are people participating in the Athletics events who are not members and so we would like to ask Manny to provide a list so we can cross-reference it. We have discussed if we should establish a practice for 'registration' at Athletics events, just like we have at Socials or Professional Development. We will add this to the Agenda for next month. The board will create this. Once this is established, we would like to have an article written in the next Newsletter about the Athletics events, and who is invited to participate/how you can participate. We will ask Manny to submit this, or to have the committee do it.
 - e. We would like to stop using the square to take payments for memberships, because of the lack of tracking that results with this. We will ask people to sign up to be members on Wild Apricot, using the tablet, on site at events. We will ask Sofia for a report, and Anna will meet or teleconference with her to make sure everyone who has paid is entered into Wild Apricot.
7. Upcoming Events and progress on event submission, communication requests
 - a. Celeste has created calendar reminders and invited all committee chairs to accept those reminders so that they will remember to provide requests for events and communication requests. This email also includes the links to all of the forms and the procedures.
 - b. Philanthropy- We have offered to volunteer for a non-profit but they declined a need for volunteers so we will not have an event in August. In September there will be a volunteer opportunity with LOTs that is being considered. Celeste would like to submit a volunteer opportunity for October for DIFFA.
 - c. Giving the Basics Badminton Tourney update – Sponsorships are rolling in. Michael is meeting with them within a week to nail down details for volunteering and so we can create an online registration. They are trading to give us one Team Registration, but we can have more. Michael will provide for them our (KC open source) logo for their marketing materials.
 - d. Social – At T-Bones, see above.
 - e. Health and Fitness - tabled
 - f. Professional Development
 - i. Celeste suggested to Edgar a speaker who presented at Central Exchange from WGU who presented in exchange for marketing to the group about WGU.
 - ii. He has agreed to look into this. Celeste has also been approached by Oscar Monterroso who has obtained a new studio and is willing to do professional head shots at a discount following a professional development event. His studio is at a community center where there is a fee to rent space, but he is going to speak to the city to see if they will donate the space. This could be a part of an event that has resume writing classes, or resume critiques, training on use of LinkedIn, interview skills, professional dress for interviews or other professional settings, formal dining etiquette, and could also make sure to invite LOTs members as well
8. Membership Retention and review of current membership
 - a. We have noted a discrepancy on reports of our membership. It appears that people who pay for membership via the square are not pulled into Wild Apricot. The emails forwarded by Wild Apricot are used to update Constant Contact, which is how people get our emails.
 - b. Update on membership totals – we have 55 Friends of YLP, and we have 57 active members. There are as many as 40 who likely are also members but we are evaluating a glitch which might effect how they are being electronically categorized. Anna will need to meet with Michael and Sofia to collaborate.
 - c. Membership is sending Thank You letters consistently.

- d. Membership continues to send a personal email to people after they join to welcome them, and to inform them of upcoming events.
- e. Communications Committee is re-writing copy that is automated via Wild Apricot
- f. Membership committee has developed an outline for content on what should be in a membership folder. The estimated time frame will depend on the submission of (i).
 - i. Welcome letter from the President (need from Dominique)
 - ii. Calendar of events – TBD if it will be ‘standing’ events vs. specific upcoming events
 - iii. Meet the Board – with bios and picture
 - iv. Directory of Members – printed from Wild Apricot
 - v. The last newsletter
 - vi. YLP pin

9. New Business

- a. Fall sports leagues-Manny - tabled
- b. Sponsorship levels for athletics going forward - tabled
- c. Royals Night-Manny– tabled, but Anna did offer to introduce a contact with the Royals to Manny
- d. Royals Arts Night at the K –September 5th is a good opportunity, but we are unsure if we will have the base of people (need 4) to promote YLP at the table. We will ask all Board Members and Committee Members if they want to commit and if we get four (need a minimum of four) then we will move forward.