

YLP KC January Meeting Minutes

Tuesday January 25th 2016 6:30PM
Kansas City Central Library Room 312

Time Meeting Called To Order	Present
6:30 PM - Scheduled	President - Yes
6:49 PM - Actual	Executive VP - Yes
	VP of Strategic Partnership - Yes
	VP of Membership - Yes
	Parliamentarian - Yes
	Treasurer - Yes
	Secretary - Yes
	LOTS Representative -
	President Emeritus -

Welcome

Topic	Minutes
Welcome & Introductions	Welcome by the president. All new board members were already acquainted so no introductions were necessary.
Old Business	Update on Andrea's donation/payment, etc

Executive Board Updates

President

Topic	Minutes
VP of Membership Appointing/Voting	Ana submitted form of resignation. Marissa has been appointed as new VP of Membership Michael makes a motion to accept Anna's resignation, seconded and voted on, passed Michael makes a motion to accept Dominique's appointment of Marissa as VP, seconded and voted on, passed
Partnerships: Latina Giving Circle NSHMBA - KC Chapter LCKC/American Heart Association - Go Red Heart Health 02/05/2016	<u>Latina Giving Circle</u> Fund Description: The Latina Giving Circle of Greater Kansas City (LGC) was formed in 2013 to provide support to non-profit organizations that provide programs that improve the quality of life for Latina women and girls in the greater Kansas City area. The LGC also seeks to

	<p>promote philanthropic education and giving among Latinas in our community.</p> <p>1 or 2 potential partnerships: Professional Development Seminar with women leaders in the community Partner on a potential philanthropic effort</p> <p>NSHMBA- KC Chapter</p> <p>Potential partner for a professional development event Teaming up to help with LOTs Potential for a Linking Leaders partnership as well</p> <p>LCKC/American Heart Association- Go Red Heart Health 2.5.2016</p> <p>Festive, healthy living tips, at Guadalupe Center Create health awareness among the latino community Free event, 2.5.2016 First Friday 4:00-6:00</p>
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Executive VP

Topic	Minutes
PayPal Update	PayPal is done, figuring out if we can get a Paypal card swiper. Like a Square but for PayPal In the process of applying for the reader and finding out what the transaction fee will be
Updating Email Addresses	Email addresses for Secretary, Parliamentarian, VP of Partnership, Treasure were switched by Michael during the meeting
PO Box	No PO Boxes available in Union Station Post Office Michael will find out about availability at Westport USPS Branch
Website: Bios & Headshots	Need a bio/headshots from new Board Members Michael will change Manny's bio over from Parliamentarian to VP of Strategic Partnership

Membership VP

Topic	Minutes
Discuss board member pins for visibility & event regularity	Some survey feedback has requested more visibility for committee heads and board members at events Need new pins with new logo for all membership We do not have info on old pin vendor Will look into new vendor for lapel pins, Board Member Name Tags for events

	<p>Might need a redesign, smaller tags with just the Position</p> <p>No name, only the title on the name tag so it can be reused as the position is refilled</p> <p>Reusable name tags for socials for paid members</p> <p>printed name tag in a plastic sleeve</p>
<p>Membership Survey Update</p>	<p>Tons of participation already</p> <p>Please take the survey if you have not already</p> <p>We have gotten way more feedback that we would not have received normally through other channels</p> <p>Now we need to figure out how to use this feedback and improve on things people are asking about</p> <p>Have sent 25 emails, trying to send 25/day more to members, friends of YLP to ask them to take survey, renew their membership or (for friends) to commit to membership</p> <p>No close date yet for the survey (possibly end of February)</p> <p>Ideally 100 responses from both Friends and Paid Members</p> <p>Michael asked for a decision on an end date for the Survey so that we can tell people who have responded when we will begin looking at responses</p> <p>February 29th with potential to publish early if new responses aren't coming in past the 20th</p> <p>Not planning on publishing direct quotes</p>
<p>Welcome Packets</p>	<p>Suggestions for items to be Included in the the member packet:</p> <ul style="list-style-type: none"> Highlighted calendar based on committees and events that the new member is interested in Letter from the President YLP Pin Board Bios
<p>YLP Sphere of Influence</p>	<p>List of other boards, orgs, groups, etc that our members are involved in</p> <p>Use as a visual for End of Year Report to show the impact we have as an organization</p> <p>Add a question to Wild Apricot form so that we can start collating that info</p>

	<p>Might be worth having everyone update their Wild Apricot profile anyway</p> <p>New initiative to increase member portions of the website, this would add value prop to potential members, as well</p> <p>Would it be possible to include headshots, profile info into Wild Apricot</p> <p>Include professional headshot with YLP Membership?</p> <p>Reach out to membership via email/facebook to gauge interest?</p> <p>Might be better to tell people this is now a part of membership as an awesome bonus/initiative</p> <p>Do this as a professional development event?</p> <p>Marissa will reach out to Erica and see if they can take this on and get bids for photographers</p> <p>Dom will follow up with her on Saturday if need be</p>
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<p>Thank You Notes for vendors, etc that we partner with for events</p>	<p>Would it be more consistent to have Communications handle all outgoing correspondence for consistency need to be done within 3 days of the event ending (up to a week)?</p> <p>Or have the committee involved in the event do their own thank you cards following guidelines set up by Communications?</p> <p>Result:</p> <p>Committee head drafts thank you note, gives to Comm</p> <p>Comm for proofing and mailing</p> <p>Include in guidelines the board provides for the committees</p> <p>This should be an item considered in Chair Standards</p> <p>Sofia has taken the initiative to attempt to draft the chair standards, this item can be added to that draft</p> <p>Attendance at committee meetings and YLP events should be a factor for chair standards as well</p>
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Strategic Partnership VP

Topic	Minutes
<p>Parting words from Danny Silva to the board and new VP of Strategic Partnerships for how to proceed with partnerships in the coming year</p>	<p>Think about where we want our partnerships to be</p> <p>Think about setting up criteria for what a partnership is</p> <p>Bucketing Tiers for Partners - examples from KCK Chamber partnerships</p>

	<p>Find ways to increase our visibility As you present the partnership, explain who, what, why, the objective and what our investment would be Linking Leaders is listed under the KC Chamber for funding only, financial facilitator Lathrop & Gage and Hallmark \$7500 each funding 1500-2k per event available for funding (quarterly events) KCK Chamber is a natural partner for YLP their facilities are available for us as needed Establish a list of who in YLP serves on other boards around town to help with facilitating partnerships Manny asked about ongoing partnerships that need attention Linking Leaders, they look to Urban Summit, GenKC, YLP to be a driving force KCK Chamber does not have a YP group, but are trying to track organizations, planning a YP festival in KCK Bands, food trucks in downtown KCK. Great community event.</p>
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Parliamentarian

Topic	Minutes
Review election procedures and draft election process document for future use	<p>Sofia will draft up a document that is available to everyone that covers election procedures, requirements for running for office Suggest a minimum amount of time a member has to be active before eligible to run for the board? Send feedback to Sofia before Sunday We will need to come together as a group and see what changes we are actually trying to make then decide on what is the best process</p>
Policy for YLP financial assistance fund	<p>Fund does not have an official name yet. Parliamentarian will work with President to draft, board will review</p>

Treasurer

Topic	Minutes
2014 Financials	<p>Sofia reviewed financials for 2014. Most records accounted for. Will finish up and summarize with Elisa once complete</p>
2015 Financials	<p>Same for 2015</p>
Process for check & card requests, reimbursements, etc	<p>Card limit is \$200 transaction limit. No cash withdrawals. All small transactions (>\$200 should be made on the card if possible, easier than</p>

	reimbursement. PO can be made with treasurer.
Secretary	
Topic	Minutes
Monthly Board Meeting Schedule	After reviewing schedules, the board decided to keep meetings on the second Tuesday of the month. Best day for the whole group.
LOTS Representative	
Topic	Minutes
In Sherry's absence, Dominique presented some discussion items pertaining to LOTS	
Potential Event: College & Career seminar 3.5.2016	<p>Potential participation by the board in some panels during the seminar</p> <p>Qualities of a Leader Panel- Edgar and Dominique</p> <p>Career Panel- Andres Rivera - NSHMBA Sofia Chavez-Barroso - YLP Miguel Luevano - YLP Elisa Thurston Curry - YLP Marissa Baum - YLP Manny Abarca - YLP</p> <p>Details have not been finalized. More info to come</p>
BizFest 2.10.2016 - 2.13.2016	BizFest is coming up and are requesting volunteers to help over the course of their event

Committee Updates	
Communications	
Topic	Minutes
Update from last Communications Committee Meeting	<p>Communications is meeting the same night as the Board this month. Miguel was not present.</p> <p>Communications committee has been working on business cards to present as a possible perk for membership. This would be for members wanting to market/represent themselves as part of YLP.</p> <p>Miguel showed the board the new stylesheet</p>

	Communications has been working on
Philanthropy	
Topic	Minutes
Upcoming philanthropy events and other updates	<p>Westside Can in February need about 5-8 volunteers</p> <p>Rose Brooks in March</p> <p>Huge pipe burst, state of emergency</p> <p>See if possible to shift our philanthropy event from March to late January/early Feb because of their more immediate need</p> <p>March might change to Latina Giving Circle if Rose Brooks is bumped up</p> <p>YLP members feeling overwhelmed by number of events, showing less engagement at philanthropy events.</p> <p>Bigger events with more engagement. Big quarterly events vs monthly events</p> <p>Targeting organizations that aren't as big, have a need, don't have the big corporate sponsorships or established partnerships</p> <p>Rotating focus per month on which committee hosts an official YLP event</p>
Social	
Topic	Minutes
January Social	Thursday, January 28th at Republica in the Plaza
Membership	
Topic	Minutes
Update from committee annotated in VP of Membership Sectionq	see abovef
Professional & Cultural Development	
Topic	Minutes
Health & Fitness	
Topic	Minutes
Update from committee	<p>No plans yet for the cold months</p> <p>Miguel has volunteered to take over coordination of the kickball team this spring</p> <p>Manny will take care of sponsorship needs</p>

	<p>Looking into alternatives, make sure we play sports that people want to participate in</p> <p>Looking into potential futsal, soccer as well</p> <p>Flag Football wasn't necessarily a success but we learned a lot about team organization</p> <p>Re-engage sponsors that contributed</p>
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