

May 5, 2014



Call to order

The meeting of the Young Latino Professionals was called to order by Edgar Palacios at 6:48 p.m.

Present were Celeste Lupercio, Edgar Palacios, Daniel Silva, Shannon Fields, Manny Arbaca, and Sofia Chavez-Barroso

Minutes

Last month's minutes were reviewed. Shannon corrected that he does not have the credit card. It is kept Alana at The Chamber. The minutes were subsequently adjusted.

Opening Statement

Shannon feels that changes in the meeting date or place should be notified by email and he is committed to the organization. Today's meeting location was changed in the last 48 hours. We have discussed how the Board is getting to know each other/communicating.

Approval of Minutes

Minutes for April were approved.

Updates

1. Shannon reports a table runner was ordered. The board has also voted to order spider banners, up to a cost of \$250. Shannon presented a pamphlet for marketing materials to the board. Suggested changes will be made, and after the proof is submitted to the Board, we'll vote on how many to order.
2. Badges have arrived.
3. The retreat date is under determination. We are thinking about having two meetings, one for business, one for team-building. A meeting planning apt will be sent out immediately by Edgar. For our June Board Mtg we will discuss the agenda. Place TBD.
4. We are proposing a semi-annual meeting for members on July 12 to begin at 11am. Place TBD.
5. Event Leadership Policy review and follow-up was discussed. At the last event, the policy was in place, and yet there were still no payment taken. Shannon has temporarily improved the situation for the upcoming social, creating an EventBrite so people can be linked ahead of time to our website to be a member. We will use a square at the next event. Shannon is meeting with Chamber staff to discuss PayPal problems. We need to require all committees to get permission from the hosting venue for us to charge at events, before booking events. For this event, Dominique will connect with Leo. Manny is clarifying that Membership's responsibility is to appoint two people to be in charge at each event. It does not have to be people from Membership. Dominique is proposing this Board take responsibility for Membership. Danny and Edgar are going to be at the event on time and take payment. Manny wants to have the two identified liaisons to be listed on the event notices, so responsibility is clear before the event is publicized. Revisions will be made to the policy, and submitted. We will approve offline, submit to committees via email, and review at the six-month meeting. We have learned that the Jorge has resigned his position on the Membership Committee; and Edgar will email Jae to see if he is able to remain on, as well.
6. We need a policy about how to deal with filling vacant committee or Board positions. With regard to this discussion, our constitution will be revised to ensure policies and procedures are being written properly. (Policies and Procedures are part of an operations manual, not part of a constitution, for example.) Manny will discuss these with Raymond for consultation. We are looking to create expectations for members before joining committees. This should include a term (year-long commitment). As well, for the Board's ability to assign or remove committee chairs. We are also wanting something written about resignation. How can we determine who can serve as a chair for a committee? How can we ensure the Chair and co-

Chair compliment each others' skill set. We have discussed who would be ideal members for Membership committee, but we want to take over membership before we approach them.

7. Board Liaisons to committee: Estuardo asked if we can assign someone to act formally as liaison. We do have liaisons assigned, but we have reviewed how people are/have been able to act within the meeting times. Manny will add to communications, Sofia will help by attending social.
8. Committee Updates
 - a. Philanthropy: We are ok with Philanthropy using the moniker 'mission statement' as long as it's clear that it is the committee's statement and not YLPs. The Board is inspired by what Philanthropy has done so far.
 - b. Membership:
 - i. We need a one-sheet to say why you should join and what you get. Estuardo and Michael are working on a video.
 - ii. We are abandoning Pay Pal due to continued payment problems.
 - c. Social
 - i. We will ensure everyone from the Mexican Consulate is on our list, and we are using EventBrite to monitor attendance.
 - ii. Linking Leaders: Edgar's reached out to MillerCoors about more product and to Farmers for monetary sponsorship. We will continue to directly promote to our members. We need to work with our members to try to engage with as many people as possible at this event and to keep groups from bunching up.
 - d. Communications
 - i. Monthly newsletter: Two a month are submitted, one with President's message, and the second we want a message from Membership.
 - ii. Carlos will be removed from the Board. We need to re-create how we define a Chamber Board member, President Emeritus, and LOTs representative. We want to table discussion.
 - iii. We have voted to rescind all votes this past week about the website. There was miscommunication. Edgar points out the Board's only role needs to be approval of a website. Edgar will submit contracts to us on May 19.
9. ad hoc groups
 - a. bylaws:
 - i. Manny wants to submit a proposal to adjust the constitution. He will submit rationale for how to re-write it. Edgar just asks to submit all red-lines together with rationale. We just ask for constraint to be used.
 - ii. Edgar reminds Manny that all members of this committee must be paid members
 - b. Margarita Cove: Celeste updated the board.
10. Sponsorships
 - a. NY Life: Danny's goal is to have all updates regarding Watch Parties by the end of this week. *This does not substitute Socials and are paid events.*
 - b. Dominique asks for contracts regarding Sponsorships. We need to make sure all Committee Chairs are held to this.

Feedback

We suggested having a 'comments' section on our website.

The meeting was adjourned at 10:26 p.m.

The next meeting will take place on *June2, 2014 at 6:00 pm.*

Respectfully Submitted,
Celeste C. Lupercio
YLP Secretary