



YWCP Board of Trustee Minutes

Date: January 8, 2021

Time: 8:00 a.m.

Meeting Location: Zoom Conference

Meeting called to order at 8:06am (recorded)

Roll Call:

Chuck Falon, Jennifer Allen, Jennifer Weinstein, Barb Zalezny,, Melissa Geska, Julia Green, Nadine Hylton, Kristen Lowe, LaQuanna Sparkman, Belimar Velazquez, Roberta McGinnis, Lauri Bonnell, Erin Duffy Kruss

Absent: Jennifer Aronson-Jovcevski, Pam Kissel, Idonia Owens

Communication to the Board: None

Public Speakers: None

Old Business:

Motion for Approval of the December 4, 2020 BOT minutes - Motion approved, none opposed, the motion carries.

Executive Report: Jennifer Allen

- New recruitments to board - Ongoing efforts to recruit
- Holiday Gifts for Staff - Thanks for 100% participation from the board
- Book Review - Reminder to read and prepare for discussion of book title, "Cultivating Genius" by Gholdly Muhammed
- Motion for Approval: Student Leadership Network - Professional development platform for review and approval - affiliate opportunities/recommended. Motion was seconded by Melissa G. None opposed. Motion carried by majority.
- Motion for Approval: Policy Manual Updates: with date changes. Motion was seconded by Belimar V. None opposed. Motion carried by majority.

- Motion for Approval: Annual Faculty and staff survey with Breakthrough Leadership - Approval of continued use and cost of service provided (with COVID considerations and virtual learning platform). None opposed. Motion carried by majority.

Governance Report: Julia Green

- Committee has an upcoming meeting to continue planning for board surveys, policy review, and onboarding of new members.

Principals Report: Barb Zelany

- Continued decisions and discussions about managing testing for students
- Working on communication to the school community for example “Jam Board” as a weekly report.
- Question by Jennifer A. - Social Emotional Support of the students and monitoring. Barb Z. explained that some losses in family are not necessary due to COVID, but the staff is fatigued and worried about students and are constantly engaging with students and bringing care packages when there is a need.

Student Rep: No Report

Climate, Culture and Student and Family Engagement Committee: LaQuanna Sparkman

- CCSFE committee is will be reviewing documents (faculty, staff, student and parent surveys for 2019 and 2020) in January and preparing for a meeting to discuss with Administrator Crystal Rupp in February.

Education Committee: LaQuanna Sparkman

- Pam Kissel submitted a report. LaQuanna Sparkman shared that the committee encouraged the principal Barb Z. during the holiday season to manage her self-care and take time for herself to relax and restore for a busy school schedule.

Development Report: Jenn W. and Lauri Bonnell

- Creating a new Alumni Association - 27 graduates have responded to the survey.
- Alumni Suggested: Professional Networking Opportunities and Social Activities
- Cool Women Hot Jobs will be virtual and spread out bi-weekly career panels that students can opt into attending. Have talked to several presenters.
- Virtual Tutoring over Zoom with University of Rochester Students and Big Brother Big Sister.

Finance Committee: Chuck Falcon

- Motion for Approval: Information presented on financial portfolio for investment of fixed income with low risk. Comparison of the two options was shared for the portfolios. Details about presentation from M&T. Using the cash on hand for investment of \$500,000.00 (60/40 split) without interruptions to daily school management is recommended. (\$300,000 in the fixed income portfolio 1.75% and \$200,000.00 passive oriented portfolio 3-7% annually) Motion Approved by the Board - None opposed. Motion carried.

Scholarship Committee: Erin Duffy

- Waiting for \$14,000 request for Summers Foundation scholarship
- Most current scholarship recipients high GPA's
- One student has had some difficulties with death in her family but have a plan for getting back on track
- Requested for mentor for one student at Buffalo State

Enrollment, Recruitment, Retention Committee: Belimar Velaquez

- Recruitment is at 90% but overall doing very well with their numbers, marketing and branding for school engagement.
- Recruitment of volunteers for driving some of the activities. Still working on numbers in the special needs area. (48) new freshman students.
- Requests for target students remain equal to the finance committee target numbers.
- Suggestion of finding culturally sensitive clothing for Muslim student population.

School Operations: Roberta McInnis

- Expressed Gratitude for the staff holiday gifts
- Working with plans toward investment portfolio
- Enrollment is down from 400
- Received grant money to keep budget in line with less students

New Business: None

Adjournment : 9:20am

Submitted by: Isparkman 1/8/21

Edited by Jennifer Allen 1/31/21