2018 First Quarter JFON Board Meeting Minutes
Tuesday, February 13, 2018

I. Welcome and Introductions

Meeting started with Barbara Clinton greeting the board. Board members introduced themselves.

II. Previous Board Meeting Minutes

Barbara asked if the board had reviewed past meeting minutes. The board discussed financial statements and the executive director’s annual review. There was a motion to accept the minutes; everyone present was in favor. Minutes were accepted.

III. Board Secretary Elections

The board discussed the need to replace outgoing board secretary, Wendy Kurland. The board secretary’s duties are to review and distribute meeting minutes. Wade indicated Alyssa Curran would be interested in serving as secretary. Alyssa was formally nominated and unanimously elected.

IV. Finance Committee Report

Mary Katherine Harcombe directed the board to review the budget report. The board passed the 2017 budget with a $5,000 deficit. We ended the year with a $25,000 surplus. Income was greater this year, and expenses less than expected, due to the expanded capacity of the legal staff in lieu of hiring another attorney.

Gerald Reed announced that the Finance Committee will review the financial reports to make the language and formatting easier to understand.

The budget is reaching the point where the board should consider an audit. To receive funding from Metro, budgets greater than $300,000 require an audit which could be the potential budget for year 2019.

The Finance Committee report was approved unanimously.
V. Learning Session

Adrienne Kittos presented on DACA and other timely events in the news. The DACA program began on June of 2012. On September 5, 2017 the Attorney General terminated the program. In January, the court issued an injunction allowing DACA renewals to continue. JFON has had a lot of demand for these services and has utilized volunteer attorneys to meet the need. JFON must remain flexible, with the hope there will be a new law in place for DACA, preferably one that will help the DACA recipients.

How is JFON responding? In January, JFON heard from 46 DACA recipients. Conexion and TIRRC have been providing application assistance, as well, but are referring more complex cases to JFON. Out of the 46 DACA cases, JFON took 34 cases.

Regarding the DACA best case scenario, Marc Overlook asked, “What is the end game?” Adrienne replied, “A bill that they just opened up for debate in Congress yesterday is a path to more permanent relief other than just renewal. We are wanting something stable. The ability to renew is very valuable.”

VI. Executive Director’s Report

Wade presented the executive director’s report with an open discussion about plans to supervise his work during his state Senate campaign. Clay Petrey asked Wade if his calendars are public. Wade said that all are currently accessible to staff, but can be made available to the board of directors.

Marc called an executive session to discuss issues privately. The board reviewed Wade’s campaign for state Senate in executive session, leading to the following motion made by Gerald, second by Clay which was unanimously approved.

Wade will provide his operational plan to the Executive Committee each month. The plan will be reviewed by the Executive Committee.
VII. Strategic Planning Retreat

Barbara and Wade addressed the evolution of JFON’s strategic plans overtime. In 2015, JFON addressed the need to represent asylum seekers. In 2016, JFON planned to hire an asylum attorney, but instead developed a plan to train current attorneys on asylum work.

In Fall of 2018, we are preparing to open a new office in Memphis. This will cut down on necessary travel and opening a Memphis office will lead us to a new universe of foundations and grants. We hope to hire a legal advocate.

In 2017, we had three asylum cases, 174 U visa cases, 268 DACA cases, 2 trafficking visas, 14 advice and counsel cases, 4 asylum cases, 5 VAWA cases, 2 T visas, 6 TPS cases, and 136 U visas.

We addressed the community relations component of the existing strategic plan by adding more board members (17 total members now), video stories, Sunday school classes, and a new website.

Alvaro leads the internship program. Partnerships continue to be an important way to meet our needs, and the needs of our clients, and we have positive relationships with several churches, including Christ Church Cathedral, which will host a pop-up Sunday School series on immigration. There are corporations that want to learn about immigration, and we are reaching out to these groups, as well.

Sign up for strategic planning committee via email.

VIII. 2018 Fundraising Events

Wade addressed the 2018 events schedule. We have three events scheduled in 2018 – Food from Inside the Travel Ban, Tapas for Justice, and the Storyteller Series.

IX. Adjournment

Gerald brought the motion to adjourn, Paz seconded the motion. Motion to adjourn was approved unanimously.