YNPN-TC Board Meeting
January 3, 2019
5:30pm – 7:30pm

Attendance: 18-0

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
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<tr>
<td>Abrianna Thao</td>
<td>X</td>
<td>Kevin Bruins</td>
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<td>Biftu Takele</td>
<td>X</td>
<td>Kristin Skaar</td>
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<td>Cate McKay</td>
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<td>Laura Daugherty</td>
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<td>Dan Frankenfeld</td>
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<td>Laura Sherar</td>
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<td>Emily Pyle</td>
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<td>Erica Connell</td>
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<td>Nicole Lovold-Egar</td>
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<td>Kayla Farhang</td>
<td>X</td>
<td>Paul Johnson</td>
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<td>Kelsey Parsons</td>
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<td>Ruth Hamberg</td>
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<td>Ken Lawrence</td>
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<td>Tess Montgomery</td>
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Minutes:
5:30 pm – Kevin begins ice breaker with two truths and a lie
5:51 pm – Kevin introduces Consent Agenda to the new board
5:54 – Consent Agenda approved
5:55 – Laura D. begins discussion of committee shopping, committee chair elections and other open leadership positions.
5:58 – Kevin discusses board member responsibilities including leading events and writing blog posts. MVV time will now also include the option for an ice breaker. Board buddies are reviewed.
6:04 – Ken reminds everyone of financial fun including expense reimbursements. Kevin discusses our expectation board member giving. Kevin and Laura discuss NationBuilder and a training opportunity with Sarah Crumrine. Kevin shows the Board Matrix of Responsibilities. Kristin has an idea on how to reassess and improve the matrix in GovComm.
6:11 – Ruth begins presentation on How to be a YNPN-TC brand ambassador
6:23 – Laura D introduces Stragglers (strategic goals)
6:29 – Ken begins budget discussion and Dan discusses the plan to create a budget for the upcoming year.
6:54 – Board unanimously votes to approve on a future vote on the new fiscal year at the April board meeting. Stub year starting in January will end March 31st, 2019.
6:57 – Cate begins the member survey discussion. Cate asks the board to review and give feedback to the YNPN-TC Membership and Surveys before the February board meeting.
7:23 – Ruth seeks feedback from the board on a partnership event opportunity with Young Professionals of Minneapolis (YPM). Board votes to continue to explore this opportunity.

**Agenda:**

**Welcome!**

**Mission/Vision/Values or Board Building- (10 minutes) 5:30 pm**

**Consent Agenda - (10 minutes) 5:40 pm**

- Vote on December Meeting Minutes

**Committee Check-in - Read Ahead of Meeting**

*What's one thing you're excited about in the last month, and what's one thing you could use help with from the board?*

- **MemComm**
  - Excited about:
  - Need help with:

- **GovComm**
  - Excited about:
  - Need help with:

- **ProComm**
  - Excited about: A great year of 2018 programming!
  - Need help with: Getting Peer Mentor Program up and running

- **EYLI**
  - Excited about: Jan 11th Mid Year Retreat on Social Justice Fundraising, Philanthropy 101, Navigating Donor Relationships
  - Need help with: resources (articles, podcasts, etc.) on effective co-creation

**Official Business/Discussion - (20 minutes) - Kevin/Laura 5:50 pm**

- Get to know you activity
- Board Member Specifics
  - **Committees**
    - New members should attend all of the committees and notify Kevin/Laura which committee will be their official committee
    - Returning members don't need to committee shop, but they should notify Kevin/Laura of their choice
    - GovComm:
    - MemComm:
- ProComm:
  - Calendar
  - **Events/Communications Leads**
    - All board members encouraged to be event/communications leads at least once a year
    - You can do this even if you aren't on the Communications or Programming committees
  - **Blogs**
    - Returning board members are already on the schedule, Managing Blog Editor will contact new Board Members
  - **MVV**
    - Will send email to the MVV person two weeks before board meeting reminding them
  - **Programming Calendar**
  - **Board Buddies**

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- Financial Fun - bank account, reimbursements, board giving, etc.
- For expenses/reimbursements: If something is tied to a specific committee, ask the committee chair to approve the expense. If it is a general item, ask Sarah, Cole, or Ken
- Board Giving: We ask for 100% board participation in board giving. We don't say a specific amount; just that it is something meaningful to you. You can ask for someone to donate on your behalf. If you have concerns about giving, contact Sarah/Cole.
- More financial information is in the board binders
- **NationBuilder**
- New members: Go [here](#) and then check your email for directions on setting up an account
- **YNPN Leaders Site**
- Open positions and how to apply - Membership, Programming, Communications Chair, Volunteer Manager,
- Check board binder for position descriptions
- If you are interested in being Volunteer Manager, email Kevin/Laura a paragraph about why so we can vote at the next board meeting. This should be submitted in the next two weeks.
- If you are interested in Membership Chair, email Kevin/Laura a paragraph about why. This should be submitted in the next two weeks. You will then attend the February MemComm committee meeting where they will vote

**Board Matrix of Responsibilities**
- We want all board members to get an experience that is valuable for them, so each board member should review the matrix to determine how they will be involved
- Contact Kevin, Laura, or Dan if you have questions

**How to be a YNPN-TC brand ambassador** - (10 minutes) - Ruth 6:10 pm
- We will have further lessons about the YNPN-TC brand at future meeting, but see link's handout for basics

**Straggles** - (5 minutes) - Laura 6:20 pm
- Structure - how to do them - next steps
- Committees will vote on Straggles in February, full board will vote on the Straggles in March
- Goals should be SMART Goals

**Budget Discussion** - (20 Minutes) -Ken and Dan 6:25 pm
- Discuss new YNPN-TC Fiscal Year and budget process
- Plan to create budget for upcoming year

**Member Survey** - (15 minutes) Cate 6:45 pm
- History of member survey
- Changes proposed

**Partnership Event Opportunity** - (15 minutes) Ruth 7:00pm
- Potential opportunity to connect all young professional organizations of the Twin Cities for an event in 2019. Initial questions: Do you like the idea? What role do you see YNPN-TC playing? What would you want to see / not see to help it be a great opportunity for our members? What questions do you have?

**Official Business & Wrap-Up** - (5 Minutes) - Laura 7:15 pm
- Anything New?

**Officer & Chair Updates (Written updates here - read ahead of time and bring any questions you may have)**
- Chair & Vice Chair
  - Next Board Meeting: Thursday, February
  - Reminder - Please connect directly with Kevin Bruins or Laura Daugherty if you want to talk about Board Giving
• Treasurer
  ○ End of FY '18 Budget
• Secretary
  ○ Check your information on the Board Roster to make sure it is correct
• Volunteer Manager
  ○ No update
• National Liaison
  ○ Register for the YNPN Leaders Site: http://leaders.ynpn.org/register
  ○ This is where you can find resources, history, affiliation information, upcoming national events, etc.
• Membership
  ○ Member survey is open! We'll share results at the February meeting.
• Communications
  ○ New: Brand ambassador board training
  ○ New boardies: Remember to send your bio and photo to Kristin! (kristin.k.skaar@gmail.com)
  ○ Like/follow @YNPNTC on Facebook, Instagram, and Twitter; and join the LinkedIn group. If you aren't on one of these, now's a great time. Talk to Ruth to get set up
• Governance
  ○ No update
• Programming
  ○ If you have programming ideas for 2019, share with ProComm!
• EYLI Leadership Institute
  ○ No update

Recent & Upcoming Programs
• Previous
  ○ December: Ugly Sweater Party
• Upcoming
  ○ January:
    ■ (Tentative) Volunteer Day
    ■ (Tentative) Peer Mentor Kick-off