

# Tucson Youth Development Board Governance Committee

Meeting Minutes from:

Monday, November 1, 2021 at 3:00 pm

Held virtually via Zoom.

## AGENDA

	<b>Topic</b>	<b>Leader</b>	<b>Purpose &amp; Desired Outcome</b>	<b>Estimated Time</b>
1.	<b>Welcome &amp; Roll Call</b> Meeting commenced at 3:05 pm <u>Present:</u> Jose Arias, Larry Lucero, Julie Kudrna, Michael Olguin <u>Absent:</u> Marissa Amezcua	Julie Kudrna	Open meeting	3 min
2.	<b>Review and approve 10/28/21 meeting minutes</b> Tabled until next meeting due to minutes not being ready. Julie to send out when ready.	Julie Kudrna	Decision → Revise and approve	2 min
3.	<b>Strategic Initiatives: TYD Board Member Recruitment</b>			<u>40 min:</u>
	a. Recruitment materials: <ul style="list-style-type: none"> <li>i. Board member job description</li> <li>ii. Application</li> <li>iii. TYD FAQs</li> </ul>	Michael Olguin	Decision → Revise and approve	25 min
	<b><u>Minutes:</u></b> Julie Kudrna will work with Jill Moore (Business Office) on formatting challenges for Board member job description and to check in on status of application. The Committee reviewed the draft TYD FAQ document prepared by Dr. Olguin and made revisions; see. The Committee acknowledged that this document may be used for multiple purposes but should be geared toward marketing. There is some outstanding content that Dr. Olguin will put together. Once the content is ready, Dr. Olguin will circulate for the Board to use in recruitment conversations. Formatting/design will occur later. The Committee is still considering inclusion of titles and employers of listing of board members.			
	b. Status update on current recruitment efforts <ul style="list-style-type: none"> <li>i. CFSA Board Connect event</li> <li>ii. Individuals</li> </ul>	All	Information sharing	10 min
	<b><u>Minutes:</u></b>			

	<p>The CFSA Board Connect event reached maximum capacity for organizations due to popularity. We requested placement on a list of organizations to be notified of future board member recruitment events.</p> <p>The Committee reviewed the individuals identified at the 10/19/21 meeting.</p> <ul style="list-style-type: none"> <li>• Nonprofit accounting skills – Jose Arias needs to follow up</li> <li>• Juvenile justice/child welfare/judicial – Adoption attorney attending TYD board meeting on Tuesday</li> <li>• Marketing &amp; communications – Jose Arias and Larry Lucero have meetings on Thursday with two prospects</li> <li>• Education administration, charter school – Dr. Olguin will send potential names to Julie Kudrna</li> </ul>			
	c. Next steps	Julie Kudrna	Decision → Establish timeline, roles, responsibilities	5 min
	<p><b><u>Minutes:</u></b> See above. To be discussed at next meeting: onboarding plans.</p>			
4.	<b>Committee report at next board meeting</b>	Julie Kudrna	Decision → Create content	5 min
	<p><b><u>Minutes:</u></b> Julie Kudrna shared that she would like to include an update on the board member job application and job description with a request that current board members complete these items. Additionally, share the written recruitment process, express and invitation to the full board to submit prospect names, and provide an update on current recruitments and timeline.</p>			
5.	<b>Unfinished Business</b>			5 min
	a. Select next and/or regular meeting date/time	Julie Kudrna	Decision → Select meeting date/time	
	November 30 <sup>th</sup> . Julie Kudrna to send out poll to Committee to determine time.			
6.	<b>Adjourn</b>	Julie Kudrna	Close meeting	2 min
	Meeting adjourned at 4:13 pm			

**Next meeting:** November 30<sup>th</sup>, time TBD

# Tucson Youth Development FAQs for Board Members (including potential)

## History

- **1968:** Tucson Manpower Development
  - Focus: Providing workforce development for individuals with barriers to employment
  - Over time, the organization focused more exclusively on youth-related opportunities
- **1991:** Name changed to Tucson Youth Development (to reflect focus on **youth**)
- **1996:** TYD granted one of the first charters in Arizona (allowed TYD to operate charter schools)
- **1997:** ACE Charter High School opened (computerized classes for non-traditional students)
- Primary recipient of award from Angel Charity for Youth (funding for current TYD and ACE High School buildings and renovations)
- 2009: YouthWorks Charter High School added to the organization (expands reach of schools)
- Social Venture Partners
- Partnership with GraduationSolutions
- 2021: Participate in the Community Foundation of Southern Arizona's TeamUp Program (to create tools for board member recruitment and best practices for board governance through )

## What We Do/For Whom

- **Tucson Youth Development:** Youth Workforce Development
  - Mission Statement: To equip Pima County youth to gain employment, achieve self-sufficiency and reach career potential through education and training.
  - Clients: Youth (16-24) with barriers to employment and/or employment training
  - We Provide: Work experience opportunities, basic education, vocational skills training/development, educational/career planning, internships
  - ~~Mission Statement: To equip Pima County youth to gain employment, achieve self-sufficiency and reach career potential through education and training.~~
  - Number of Staff: 11
  - Average annual number of youth served:
  - Annual Budget and funding sources:
- **ACE Charter HS and YouthWorks Charter HS:** Alternative High Schools
  - Mission Statement: Alternative, rigorous, technology-enhanced instruction for "at-risk" youth leading to graduation and preparation for success beyond graduation.
  - Clients: HS students (14-21) in need of a high school education
    - **ACE:** 1929 N. Stone Avenue (near Stone/Grant)
      - Current enrollment: XXX total: 40 (brick and mortar) and XXX (online)
    - **YouthWorks:** 1915 E. 36<sup>th</sup> Street (near 36<sup>th</sup>/Kino)
      - Current enrollment: 50
  - We Provide: Small class sizes, credit recovery, graduation planning, work experience opportunities, college/career/postsecondary planning, social emotional support
  - ~~Mission Statement: Alternative, rigorous, technology-enhanced instruction for "at-risk" youth leading to graduation and preparation for success beyond graduation.~~

- Number of staff: 22
- Annual budget and funding sources:

### **Board of Directors/Governing Board**

- Two (2) Boards are responsible for oversight of the organization:
  - TYD Board of Directors (oversight of the non-profit organization as a whole)
  - ACE/YouthWorks Governing Board (oversight of the public charter schools)
- Both Boards are comprised of the same members; two distinct meetings are held monthly
- Standing Committees: Finance and Governance
- Current Board of Directors/Governing Board Members:
  1. Marissa Amezcua (President)
  2. Larry Lucero (Vice President/Secretary)
  3. Jose Arias (Treasurer)
  4. Elizabeth Gaxiola (Member)
  5. Reena Joseph (Member)
  6. Julie Kudrna (Member)