

# Tucson Youth Development Board Governance Committee

Meeting Minutes from:

Wednesday August 10, 2022 at 12:00 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 12:05 pm <u>Present:</u> Marissa Amezcua, Jose Arias, Julie Kudrna, Larry Lucero <u>Absent:</u> Michael Olguin	Julie Kudrna	Open meeting	3 min
2.	<b>Review and approve 7/12/22 meeting minutes</b> No revisions; approved.	Julie Kudrna	Decision → Revise and approve	2 min
3.	<b>Strategic Initiatives: TYD Board Member Recruitment</b> Status update and next steps on recruitment efforts  <u>Minutes:</u> <ul style="list-style-type: none"> <li>• Marketing/Communications – Julie connected with a prospect yesterday who indicates a lack of ability to serve as a board member at this time, but would consider serving on a marketing/communications committee and/or providing support for specific projects. She will connect with her network to gauge interest and capacity, but already had one decline.                             <ul style="list-style-type: none"> <li>○ Jose raised a question about our marketing/communications/public relations goals. The Committee discussed the need for both “day to day” publicity (e.g., social media, press releases) as well as specific goals such as elevating the spotlight on the organization, perhaps to support fundraising. Working with interns was identified as a possibility for achieving day-to-day M&amp;C goals, which would align with TYD’s workforce development mission.</li> <li>○ The Committee reiterated the desire for a board member with M&amp;C expertise and launch a board committee to identify goals. Julie, Jose, and Larry have potential connections for a M&amp;C board member and/or support with TYD’s M&amp;C strategy. Each will pursue these and report back at the next Committee meeting.</li> </ul> </li> <li>• Juvenile justice, child welfare, judicial – Julie and Marissa met with a prospect who is very interested but lacks capacity at this time. Julie will ask a colleague in the child welfare/juvenile justice field to circulate an email among local attorneys who may be a good fit.</li> </ul>	All	Information sharing Decision → Establish next steps	15 min

	<ul style="list-style-type: none"> <li>• Workforce development – JTED stated they lack capacity at this time. Julie requested recommendations from them.</li> <li>• Education administration, charter school – Julie will inquire with Dr. Olguin on the status of his contact.</li> <li>• Marissa indicated that Tucson Young Professionals has a newsletter we could advertise in. Julie will draft a brief “call for board members” blurb for use for board members and staff to circulate among their networks.</li> </ul>	
<b>4.</b>	<b>Strategic Initiatives: Bylaws Review &amp; Revision</b>	30 min
	<p>What revisions to the current bylaws are needed to support TYD’s mission and goals and effectively guide the Board’s actions and decisions?</p> <p>All Discussion Decision → Develop recommendations</p> <p>*Current focus areas:</p> <ul style="list-style-type: none"> <li>• Article IV – Board of Directors</li> <li>• Article VI – Officers</li> <li>• Article V – Meetings</li> <li>• Article VIII – Committees</li> </ul> <p>See Handout: Word document: “TYD Bylaws 10 13 2016 BGC rev” (running revisions)</p> <p><b>Minutes:</b></p> <p>The Committee continued working through Article VI of TYD’s Bylaws, making recommended revisions related to board officers. The Committee reviewed and recommended revisions to the roles and responsibilities of President and Vice President. This included conversation about new board member orientation and persons involved. The Committee agreed that the President and VP should support aspects of orientation board president, especially organization direction and board operations. SEE EXHIBIT A (page 2) of these minutes for recommended bylaws revisions. Next meeting revisions will begin with the Secretary section (Section 6) of Article VI.</p>	
<b>5.</b>	<b>Unfinished Business</b>	5 min
	<p>Select next and/or regular meeting date/time Julie Kudrna Decision → Select meeting date/time</p> <p>Next Committee meeting will be 9/6/22 at 12:00 pm via Zoom</p>	
<b>6.</b>	<b>Adjourn</b>	2 min
	<p>Julie Kudrna Close meeting</p> <p>Adjourned at 1:10 pm</p>	

**Next meeting:** 9/6/22 at 12:00 pm via Zoom

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**EXHIBIT A**

**ARTICLE IV- BOARD OF DIRECTORS**

**4. President**

The President shall have the following duties:

- Create the agenda for all meetings of the full Board of Directors.
- Preside at all meetings of the full Board.
- Appoint all committees with the concurrence of the Board-
- Appoint chairs for all committees.
- Perform all official correspondence.
- Preside at all meetings of the Executive Committee.
- Support new board member orientation as described in the Board Manual .
- From time to time, report to the Board all matters that may affect TYD.
- Have general superintendence and direction of all other board members and officers and see that their duties are properly performed.
- Serve as an ex-officio member if desired; the role of ex-officio members is described in the Board Manual
- Perform all other duties common to the office.

## 5. Vice-President

The Vice-President shall have the following duties:

- Perform the duties of the President in the President's absence and ~~shall perform~~ all other duties common to the office.
- Support the President, performing all duties assigned by the President.
- Ascend to the President office after the President's term expires and ensures they are prepared for this position once elected.
- Work closely with the President to transfer and gain knowledge in all matters that may affect TYD
- Support new board member orientation as described in the Board Manual-
- See that an annual report is prepared by TYD staff for presentation to the Board of Directors; lead presentation to the Board.