

## Foundation for Foster Children

**Board Meeting Minutes**    **Date:** 4/10/2024    **Time:** 8:45am    **Meeting called to order by:** Kim Baxter, Board President

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### **In Attendance:**

Board Members (in person): Kim Baxter, Lara Lee, Jennifer Spooner, Celeste Hankins, Michelle Chira, Kay Redlich, Sejal Patel, Alison Yurko, Caleb Liptak, Georgeann Ballou, Paul Zeniewicz

Board Members (via phone): Bernadette Rampersad, Purvi Jayswal, Laura Cosgrove

Staff (in person): Raquel Bell, Carmen Garcia, Sarah Falk

Welcomed 4 new board members, 3 joined us today. They introduced themselves to the board: Paul, Georgeann, Caleb.

### **Programs Spotlight (Carmen):**

- FFC has the opportunity to be the presenters during the Daniel Memorial National Foster Care Conference in May. FFC will get to speak about how we deepened connections with the community and foster youth. Highlighting connections club, young moms, AMI group, and joint visits. Board members are invited to join the sessions of planning and prepping.
- Our specialized groups have continued to make an impact on our youths. The youth involved in Connections Club have been telling Embrace Families how much fun they are having with it and the impact it is having on them!

### **Consent Agenda:**

Approval of the board minutes from the last meeting and the most recent financials.

No discussion was had.

Kim motioned to approve:

- 1<sup>st</sup> Celeste
- 2<sup>nd</sup> Michele
- All agreed, none opposed.

### **Executive Director Report (Raquel):**

#### Team/ Organization Updates

- BBLI
  - Had our first session 2 weeks ago. 7 other non-profits participated. For Raquel, she was excited to learn more about board development and engagement.
  - The first session discussed how race can show up in the workplace and the culture.
- Frank Altomari Legacy Fund
  - Raquel is working with Frank's family to finalize details of the fund and finance manager to ensure proper financial tracking.
- Strategy Session – Justin Sikora
  - April 18<sup>th</sup> – Strategy meeting with the Senior VP of Communications at Darden. Caleb will be joining the meeting as well to provide insight. Working with Impact and Development to implement new strategies.
- Site Visit – DCF
  - First year of the funding will end in January. Representative participated in Advocacy Roundtable where she was able to hear more about challenges our youth face.
  - She also joined Quintyn with 2 of his youth for lunch.
  - We exceed our deliverables for this year. Overall, we had a great experience with her.
- Golf Tournament
  - Update: Location changed from Lake Nona due to cost and cancellation policy. Now at County Club of Orlando on November 4<sup>th</sup>. May 1<sup>st</sup> we will be calling to get the 2025 date.

### Fundraising Landscape

- Reviewed the 2019-2024 Level of Service (over 100% shows how DCF only serves to age 22 where we serve to 24.) Discussion ensued on how to continue to measure level of service as we begin to go deeper with our youth rather than wider.
- Reviewed the 2019-2024 Program Expenses. With our numbers this year, we have the funding to serve over 300 youth.

### Reviewed the Donor Landscape.

- Discussion ensued regarding new and existing donors.

### Reviewed SWOT Analysis

- Strengths: personalized support, advocate caseload size, program data, organizational culture, trust
- Weaknesses: 2/3 programs, developmental team, donor perfect, community engagement
- Opportunities: 15-year campaign, impact team, service/funding collaborations, board support, Brevard Family Partnership (new CBC)
- Threats: funding, competition, child welfare turnover, credibility
- Discussion ensued regarding donor relations/engagement and how to ask the board for support with donors. Suggestions on how to keep board engaged: knowing circle members, knowing RSVP list for parties, board introducing Raquel to people. To start: Give a list to the board of which donors have fallen off.
- Board formally requests to know where and with whom development team is meeting with and what they are asking.

### **Finance Committee (Jennifer):**

- Finance committee has been working with finance manager to have more consistency and transparency of financial.
- Audited financial statements 2023 financial statements have been audited and finalized.
- Real Estate Property – Walk through was completed and they emailed back with an estimated value of \$624,000. Broker stated they will donate back 10% of their commission. Sejal will ask her broker if they can waive their fee.

### **Management Committee (Kay):**

- Went through Board risk assessment – 4 risks were flagged as high likelihood of occurrence and impact of organization. Board members will complete individual risk assessments and will discuss in next board meeting. The 4 risks identified were:
  - Key leader burn out
  - Not being able to retain staff due to competitive pay
  - Failure to diversify funding
  - Failure to properly protect data
- Succession plan review:
  - Emergency Succession is currently being reviewed and updated to include Senior Manager Carmen Garcia as acting executive director due to an unlikely event of an untimely vacancy.
- Board Portal – please reach out to Nadelein if you cannot access the Board Portal.
  - For security purposes, financials and contact information will not be on the portal. Sarah will remove these.

### **Planning Committee (Lara):**

- Four new board members.
- Moving attention to board outreach. March – board outreach was at the Safe Space. Another event will be in June. December outing will be the same as last year with the staff for a holiday party.
- Impact is throwing a Silent Disco party, 5K in December. Located in the Board Portal.

Alison spoke up in regards to the funding opportunities: She suggested tapping into places that are looking for meaningful community service projects. (OC & City of Orlando summer camps, Service Center, History Center, Girl Scouts & Boy Scouts, UCF Sorority/Fraternity, Junior League, Youth Literacy Program, Quandice grant. Board members would like to help connect.

### **Meeting Adjourned**