

# Foundation for Foster Children

**Board Meeting Minutes**      **Date:** 2/7/2024      **Time:** 8:40am      **Meeting called to order by:** Kim Baxter, Board President

## **In Attendance:**

Board Members (in person): Kim Baxter, Kay Redlich, Celeste Hankins, Michele Chira, Keith Coker, Sajel Patel, Mark Tjernagel, Janice Brodie, Purvi Jayswal

Board Members (via phone): Lara Lee

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

## **Consent Agenda:**

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

No discussion was had.

Celeste motioned to approve:

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

Sarah will look into the possibility of AI recording minutes.

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

- Approximately 6 openings for the Board
- Quarterly outings are being planned.
  - Dates coming soon. Ex: volunteering at Safe Spaces, attending FFC events, etc.
- 15-year Celebration: Wednesday, April 10<sup>th</sup>, 5-7pm
  - Will be mailing a physical invitation with a QR code to access a digital invitation/RSVP. No handwritten personal cards for this event
  - Raquel & team are coming up with a 15-year campaign, discussing how to monetize it.
    - Corporate sponsor (15 months): \$25K – includes logo on website, tickets to FFC events, opportunities to volunteer at workshops, collateral on FFC invitations and at FFC events. Helen will send out the package.
    - Purvey committed to sponsoring the 15-year event - \$5,000 and Disney will match it.
- Other events this year include Golf tournament, Bridge tournament, 2 spotlight events.

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

- Connections Club: a group started/run by advocates to provide a safe place for youth/young adults with cognitive disabilities to build relationships and learn life skills together.
  - Shared data from the previous meeting: 63% feel great about self-advocating; 37% think they need some extra help. 37% feel great about their knowledge of life skills; 63% think they need some extra help. 1 (12%) stated that he does not feel good about himself; 1 (12%) sometimes feels good about himself, 63% feels good about themselves most of the time; and 1 person (12%) thinks he's the greatest of all time. 1 person (12%) feels okay about Connections Club; 38% like Connections Club; and 50% love Connections Club. 80% felt that having been in Connections Club helped with daily living and/or communicating their wants and needs; 20% felt Connections Club had made life easier and had given them the confidence to communicate their wants/needs to anyone.
  - Upcoming debate: dates will be shared if the board would like to come.
  - Frank was overseeing the group. A grief counselor will be onsite at the next meeting to share the news of his passing.
- Frank Altomari's passing.
  - Raquel told staff last week Monday; grief counselors were onsite.
  - FFC will be hosting a Celebration of Life next Thursday for youth/community partners.
  - FFC has received several donations from his funeral in lieu of flowers. His family would like to donate annually on his birthday. Raquel presented ideas to honor him: ex: scholarship fund, naming rights for downstairs. TBD

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

### 2023 Annual Financials

- 2 pledges are incomplete which are documented as bad debt. Raquel to reach out to Jim's family to explain his intention to donate.
- Making adjustments after 2023 audit
  - Limiting donor lunches/coffees. Increasing office visits.

### Department Updates

#### **Development**

- Raquel/Sarah are looking into a dashboard for Development to use.
  - Help create goals for Development
  - Make it accessible to pull data, metrics, event reports.
- Potential fundraising trainings for Raquel, Helen, and Michelle.

#### **Impact**

- Shared marketing collateral for 15-year anniversary
- FFC website will have a new 15-year landing page

#### Government Funding

- Orange County funding is ending in June now instead of December. Will need to adjust how we planned. However, there is a state budget that will start in July if we win it.
- Osceola county grant: found a place to allocate \$60,000.

#### Embrace Update

- Contract ends March 25, 2024.
- Hopefully more information next month.

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

- Shared board survey results.
  - Encouraged the board to be more involved with outreach events.
- Board filled out Annual Commitment & Code of Conduct forms.
  - Sarah collected. Sarah will send to absent board members.
- Updates:
  - Keith will be leaving the board. OrLANtech will continue to donate tach labor.
  - Vent issue: Celeste will be taking over to move forward with legal communication.
  - AC issue: Downstairs office needs a new AC unit. Current quote is almost \$17,000. Board will be reaching out to connections for a lower quote.

#### **Finance Committee:**

- New credit card – Mair is working to get a new card up and running
- Rental property – Renters moved out, Raquel/Sarah will do a walk through. Waiting to get an appraisal for the property.

#### **President/Executive Committee:**

- Sarah will send out committee meetings
- All board members need to be assigned to a committee – Sarah will see who needs to be assigned.
- Committees will present 2024 timelines in next meeting
- Board to align on Executive Director's KPIs – more to come.
- Possibly video conferencing full board meeting?

**Meeting Adjourned:** 10:30am