YOUNG & HEALTHY

Board Meeting AGENDA 5/24/2023

5:30 pm	Executive Session	Cara DiMassa
6:00 pm	Welcome	Cara DiMassa
	President's Report • Announcement of FY 23-24 Committee Chairs	
	Consent Agenda	
	Executive Director Report	Ellen Kramer
	Young & Healthy Program Report	Liz Arnold
	Mission Moment	Sam Topete Family Advocate, Insurance Outreach, Y&H Staff
	Finance Report	Nick Howell
	Development Committee Report	Carrie Walker
	Governance Committee Report	Dana Jones

- Recommendation of New Board Members
- Recommendation of FY 23-24 Board Officers
- First Reading of Amendments to Bylaws
- Update: Board Orientation and Survey

	Strategic Planning Committee Report	Chris Mayne
	Executive Session	Cara DiMassa

June

Social Media Theme
Donor Spotlight/Year End Happenings

Committee Dates

Executive *6/2*

Annual Board *6/22*

July

Social Media Theme
Summer Fun

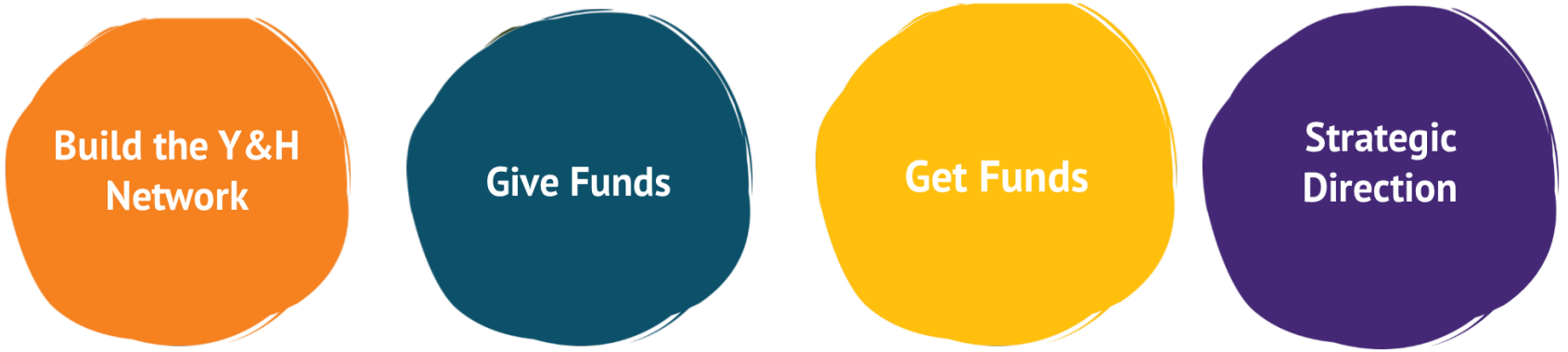
Events

Gala Patron mailing *7/3*

August

Social Media Theme
Back to School

Areas of Focus for Young & Healthy Board Members



Areas of Focus	What is this?	What will we ask of you?
Build the Y&H Network	•The board acts as the chief ambassadors for the organization and is always enhancing our public image. The board is our most important link to the community.	•Understand the Young & Healthy programs and tell our story. •We will ask you to dig deep into your networks, who can you tell about Y&H? Invite to events? Ask to be a future board member? Review our professional volunteer list to see if your doctor is a part of the Y&H family.
Give Funds	•We ask board members to make a personal donation to Young & Healthy because many foundations ask if 100% of the board contributes to the mission.	•We do not require a minimum amount, but we do ask that you give an amount that is significant for you. **The cumulative goal for our board is to "give" $75,000.**
Get Funds	•This refers to the gifts that you help bring to the organization via personal and professional networks.	•A personal touch can make the difference, whether it's a handwritten note or a personal phone call to talk about the Y&H mission. In an effort to add that personal touch, we will ask you to tell us who you know and to review our donor lists. **The cumulative goal for our board is to "get" $120,000.**
Strategic Direction	•The Board selects, supports and evaluates the Executive Director. •The Board develops policies and provides oversite on everything from development of mission to the procurement of resources.	•You will join a committee, attend meetings and follow up on the work that arises in the committee. •We asked you to be on this Board because you have expertise and a valuable perspective, so we want you to use it! Your voice is as valuable at your first meeting as it is at your last, so speak up.

Consent Agenda

YOUNG & HEALTHY

BOARD MINUTES

4.5.2023

Welcome **Cara DiMassa**

PRESENT: Board Members: Scott Bryson, Roya Fohrer, Nick Howell, Dana Jones, Chris Mayne, Adrienne Meier, Chelsey Overstreet, Angel Reyes, Nevin Stanton-Trehan, Cara DiMassa
Staff: Ellen Kramer, Liz Arnold, Jan Cantwell, Chastity Diego

Consent Agenda **Cara DiMassa**

Motion to approve consent agenda and minutes from 2.1.2023.
1st Motion: Roya Fohrer

2nd Motion: Chelsey Overstreet

Motion approved at 6:08 pm

President Report **Cara DiMassa**

Thanked the Board for their support for the Gala.

Mission Moment **Amanda Benedetto, Program Coordinator, Y&H Staff**

- Explained the impact/importance of social media.
- Reviewed analytics: Reels gets 300% more views; followers are up by 3.6%.
- Events and people are the most popular posts.
- Gave instructions on the use of Instagram.
- Requested Board to share posts which will boost engagement.

Executive Director Report **Ellen Kramer**

- Reported that we are now fully staffed. Oscar Alvarez is our latest hire. He will focus on the Kaiser grant and mental health referrals.
- Stated that we will be re-taping Mary's part in our It's Possible video. Jack Harrison will be donating his time for this project.
- Announced that we are currently delinquent with the DOJ; however, this is in the process of being corrected.
- COI and Confidentiality policies have been approved and will be given to the Board and Committee members to sign at the beginning of the new fiscal year.
- Stated that our current roof leaks are to be fixed this summer.

Young & Healthy Program Report **Liz Arnold, Program Director**

- Explained the Dashboard defining each category.
- Reported the numbers for April 2021-May 2022 are incorrect. This is being reviewed.
- The Board suggested using the Dashboard as an internal guide, make it meaningful, and use footnotes to add additional analysis.
- Announced that on April 20 Bundt cakes will, once again, be delivered to our professional volunteers and community partners in celebration of National Volunteer Week.

Finance Report **Nick Howell**

- Reviewed the current revenue and expenses. Currently we have a $46K deficit.
- Investment fund is fundamentally sound. Wende Headley will take a deeper look into our investment account.
- Presented a balanced budget for 2023-2024. Revenue at $1,313,400 and expenses at $1,312,840. We will maintain our current health insurance plan for staff but will now only contribute an amount equivalent to the FTE of staff who work 50% or less. No COLA increases in the new budget. We will review at the end of the second quarter for a possible COLA in the second half of fiscal year.
- Gala will move back to the fall of 2023.
- Jan will be staying, part time, till December 31, possibly June 30, 2024.
- Motion to approve the 2023-2024 Operational Budget.
  1st Motion: Nevin Stanton-Trehan
  2nd Motion: Roya Fohrer
  Motion approved.
- Reviewed the revised Reserve Policy.
- Motion to approve Investment Fund and Operating Reserve Policy with the edit of being more explicit in section III, 1-a.
  1st Motion: Dana Jones
  2nd Motion: Adrienne Meier
  Motion approved.

Development Committee Report **Jan Cantwell, Development Director**

- May 17, is our mission-based fund raiser, Power of the Past…Force of the Future from 8:30-9:30. The board was encouraged to bring guests to hear about Y&H.
- Suggestions for a new gala chair would be appreciated.

Governance Committee Report **Dana Jones**

- Stated a new board orientation is in development.
- Reported that recruitment for new board members is in process, we have 3 openings, and would like 5 new members.
- Announced that Wende Headley is joining the Finance Committee.
- Reported that Ann Rector will be asked to replace Laura's seat.

Strategic Planning Committee Report **Chris Mayne**

Reported that it's time for a new Strategic Plan. Instead of hiring a consultant to develop a new plan at this time, Committee and board members will do focus groups with stakeholders, identified from the community, donors, clients, and board members for their feedback. This work is scheduled for May - July.

Executive Session **Cara DiMassa**

The meeting adjourned at 8:00 pm.

Consent Agenda-Development

2023-2024 Development Plan is included in the Consent Agenda. This is a summary of the key proposed fundraising events and activities for the next fiscal year. This has been reviewed and accepted by the Development Committee at the May meeting.

Board Give/Get: The Development Committee agreed to recommend to the Board that the 2023-2024 Board Give/Get should be the following:

- Give level - $70,000
- Get level - $100,000.

Gala 2024-2024: Dust off your boots and join us on September 30, 2023, for the "Boot Scootin' Ball" at the Pasadena Masonic Temple. More information is coming soon.

Consent Agenda – Finance

- The Finance Committee met on Wednesday, May 10, 2023.
- Doug Heal from Citizens Trust Investment Services attended the meeting to review Young & Healthy's investment results. Please refer to the report attached.
- The Committee reviewed the 2022-2023 YTD revenue and expenses. Please refer to the detailed reports attached.

Performance Summary With Flows

YOUNG & HEALTHY
Prepared By: Douglas Heal
Date Range: 7/1/2022 - 5/8/2023

LPL Financial

Date Range: 7/1/2022 - 5/8/2023

Starting Market Value	Net Inflows & Outflows	Investment Returns	Market Value
$766,238.02	$0.00	$4,488.23	$770,726.26

Inflows	$0.00
Outflows	$0.00

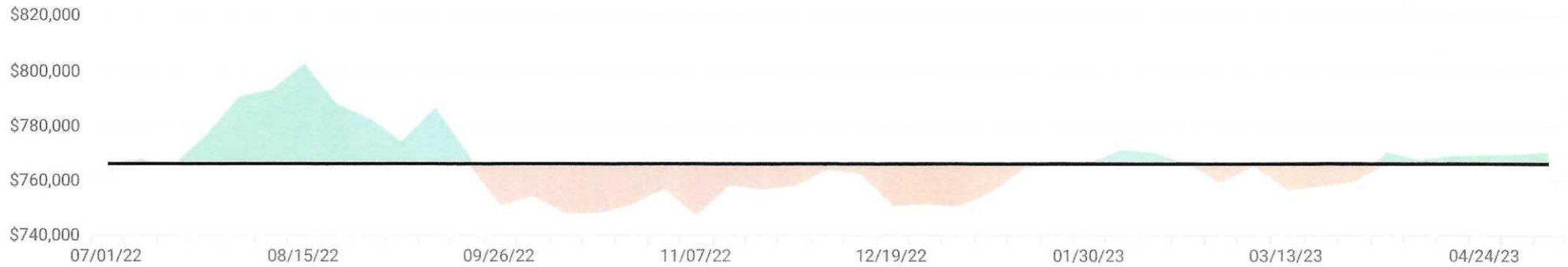
Capital Gain Distributions	$182.04
Dividends	$19,416.63
Interest	$28.59
Market Fluctuation	($15,139.03)

Total Return (IRR)	Annualized (IRR)
0.59%	n/a

Past performance is no guarantee of future results.

Value Over Time

Date Range: 7/1/2022 - 5/8/2023



Indices are unmanaged and cannot be invested into directly. Past performance is no guarantee of future results.

Accounts

Date Range: 7/1/2022 - 5/8/2023

Institution	Account #	Name	Starting Market Value	Net Flows	Market Value	Total Return (IRR)	Annualized Return (IRR)	Dividend	Interest
LPL Financial	****-7960	YOUNG & HEALTHY	766,238	0	770,726	0.59	--	19,417	29

	1 Accounts Total	**766,238**	**0**	**770,726**	**0.59**	**--**	**19,417**	**29**

Past performance is no guarantee of future results.

Investment List

Date Range: 7/1/2022 - 5/8/2023

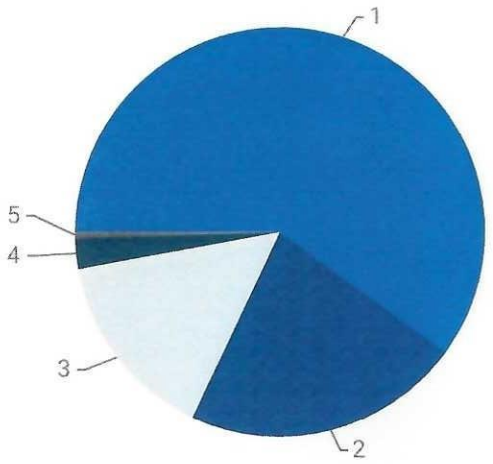
Security Identifier	Description	Institution	Account #	Starting Market Value	Net Flows	Income	Market Value	Total Return (IRR)
Cash	Cash Balance	LPL Financial	****-7960	0	0	0	0	0.00
GIREX	APOLLO DIVERSIFIED REAL ESTATE CL A	LPL Financial	****-7960	123,898	0	4,687	116,166	(6.24)
9999227	Insured Cash Account	LPL Financial	****-7960	7,663	3,661	29	11,353	0.32
ISFAX	LORD ABBETT MULTI ASSET INCOME CL A	LPL Financial	****-7960	108,301	0	2,457	112,434	3.82
LALDX	LORD ABBETT SHORT DURATION INCOME CL A	LPL Financial	****-7960	144,543	0	4,658	146,628	1.44
LBNDX	LORD ABBETT BOND DEBENTURE CL A	LPL Financial	****-7960	99,219	0	4,137	100,934	1.73
LGLAX	LORD ABBETT GROWTH LEADERS CL A	LPL Financial	****-7960	135,165	0	0	135,014	(0.11)
LUBAX	LORD ABBETT ULTRA SHORT BOND CL A	LPL Financial	****-7960	147,449	(3,661)	3,661	148,199	3.02
	8 Positions Total			**766,238**	**0**	**19,627**	**770,726**	**0.59**

Past performance is no guarantee of future results.

Allocation Chart

As Of: 5/8/2023

Portfolio: Underlying Investment Type



Underlying Investment Type	Allocation	
1. Fixed Income	$462,273.07	60.0%
2. Equities	$169,787.59	22.0%
3. Undefined	$116,165.83	15.1%
4. Cash	$19,525.09	2.5%
5. Other	$2,974.69	.4%
	$770,726.26	100.0%

Cash Flow Breakdown

Date Range: 7/1/2022 - 5/8/2023

No cash flow data available

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The combined total Market Value represents the combination of various sources and types of accounts. This combined total is subject to any error of any of the types of data sources that may be contributing to it, including manual entry errors and data reliability or completeness errors. Values shown should only be used as a general guide to portfolio value, and may vary from the actual liquidation values. Accounts held away from LPL are not covered by LPL's SIPC insurance. The LPL Financial SIPC Membership provides account protection only to those assets held at LPL. To the extent some of the other entities may be SIPC members, please contact your financial professional or the other entity or refer to the other entity's statement regarding SIPC membership. Position values, size of positions, and dates, may be estimates made by your financial professional based on information you have provided. The information contained in this report should not be relied upon for tax reporting purposes, accounting, or valuation purposes. The source of all price information for tracked positions is one or more third party vendors and may include the use of substitute prices where prices are not readily available.

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Performance Calculations: Performance return figures are expressed as a percentage and include the impact of the deduction of any advisory fees and transaction charges. Unless otherwise stated, performance returns are cumulative. Three different methods, time-weighted (TWR), money-weighted (IRR) and return-on-investment (ROI) are displayed on reports. The Advisory Performance Report, uses a time-weighted return. The remaining performance reports use a time-weighted return, money-weighted return or return-on-investment. The return method used on these reports is clearly labeled and can be configured by your financial professional. The time-weighted method is used to depict an account's relative rate of return, is not sensitive to contributions and withdrawals into and out of the account, and, as compared to the money-weighted method, allows clients to better compare performance against other money managers. The money-weighted return method is used to depict an account's personal rate of return, accounts for all contributions and withdrawals into and out of the account, and, as compared to the time-weighted method, better represents the client's actual investment experience during the evaluation period. When compared to the other options, return-on-investment is focused more on accounting and less on performance analysis. ROI is simply your net gain/loss (aka net change aka investment returns) expressed as a percentage of total money invested. Below is an example to clarify the difference of these three methods:

Example: Two investors begin by buying 100 shares at the end of the year's price ($10), starting off with $1,000. The first investor makes two subsequent purchases of 100 shares each, one at the end of May ($14) and the other at the end of August ($15). The second investor also makes two additional purchases of 100 shares each, but hers are at the end of April ($8) and September ($9). The price of the security at the end of the year is $11, meaning the security is up 10%. The first investor shows a loss of $600, while the second shows a gain of $600. The time-weighted return for each investor is +10%. The money-weighted return for the first investor is -24.81% and the second investor is +35.04%. In this case, return-on-investment is -15.38% for the first investor and +22.22% for the second.

	Investor 1	Investor 2
	Dec: 100 Shares @ $10/s	Dec: 100 Shares @ $10/s

	May: 100 Shares @ $14/s	Apr: 100 Shares @ $8/s
	Aug: 100 Shares @ $15/s	Sept: 100 Shares @ $9/s
Net Invested	$3,900.00	$2,700.00
Ending Value	$3,300.00	$3,300.00
Net Change	-$600.00	$600.00
	Investor 1 Returns	**Investor 2 Returns**
Time Weighted (TWR)	10.00%	10.00%
Money Weighted (IRR)	-24.81%	35.04%
Return on Investment (ROI)	-15.38%	22.22%

If performance cannot be calculated for a period within the report timeframe, graphs will display a flat line and returns will display "N/A" or "—". For third party advisory programs (TMP), and outside custodians (CST), the above-noted performance calculations may differ from the methodologies used at the current or prior firm or custodian.

Outside Positions: Outside positions are securities held directly by an outside sponsor rather than in an LPL account. They include positions held in accounts identified in the "Location" column with a term other than "LPL." There may be differences in the way each outside position is reflected based on these various data sources used. If available, market value may be reflected for these outside positions. Performance may not be calculated for all outside positions. Information regarding outside positions may be limited because it is provided by a third party source.

Income: Projected income totals shown are estimated and are rounded to the nearest dollar. Total values may reflect rounding discrepancies. If information is not available to calculate income on certain securities, those income generating securities will not be displayed on the report.

Money Market Funds: Money market fund investments are not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the funds seek to preserve a value of $1.00 per share, it is possible to lose money in money market funds.

Underlying Investment Type: The underlying investment type categorization is a high level grouping of securities meant to provide a basic breakdown of your investment vehicles. To the degree possible, this categorization breaks down the investments that underlie your investment vehicles rather than showing the vehicles themselves. For example, rather than classifying mutual funds as "mutual funds" when grouped by underlying investment type, this Report may record your investment as 60% "equity" and 40% "debt" since that is the underlying makeup of the funds.

Underlying mutual fund allocations are not disclosed with high regularity and as such underlying allocation information used on reports can be 6 months old or older. At times, complete information pertaining to the makeup of certain funds will not be available. In these cases, allocations will either be adjusted to reflect a 100% makeup or the fund in question will be considered to be classified as "other".

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Pre-June 2000 Data Not Available for Performance: Performance for LPL accounts is not available at the account, position, asset class, or security level prior to June 2000. Generally, performance for assets held directly with the sponsor is not available prior to May of 2010.

Young & Healthy
Balance Sheet - Cash
As of April 30, 2023

	Apr 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Citizens Bank Checking	262,531.52
Investment for Reserve	769,261.04
Pay Pal	3,497.98
Total Checking/Savings	1,035,290.54
Other Current Assets	
Allowance for Uncollect Prom	-4,000.00
Discount Future Val. of Pledges	-2,602.00
Total Other Current Assets	-6,602.00
Total Current Assets	1,028,688.54
Fixed Assets	
***Accumulated Depreciation**	
Computers/Equip.-Acc.Depr.	-67,981.92
Furniture and Fixtures-Acc.Depr	-51,803.00
Leasehold Improvements-Acc.Depr	-57,449.08
Software-Accum.Deprec.	-36,204.00
Total *Accumulated Depreciation	-213,438.00
Computers/Equipment	150,602.47
Furniture and Fixtures	85,856.03
Leasehold Improvements	75,264.86
Software	41,476.57
Total Fixed Assets	139,761.93
TOTAL ASSETS	**1,168,450.47**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
CapitalOne Visa	761.12
Total Credit Cards	761.12
Other Current Liabilities	
Payroll Holding Account	-25.00
Vacation Accrual	36,956.83
Total Other Current Liabilities	36,931.83
Total Current Liabilities	37,692.95
Total Liabilities	37,692.95
Equity	
Temp. Restricted Net Assets	279,370.00
Unrestricted Net Assets	961,092.45
Net Income	-109,704.93
Total Equity	1,130,757.52
TOTAL LIABILITIES & EQUITY	**1,168,450.47**

Advanced Tracking
5.1.23

Budgeted Foundation Revenue	Budget	Additional	Committed	Expected	Committed + Expected	Var. Committed to Budget	Var Commited + Exp to Budget	Month of Receipt
Ann Peppers	$ 30,000		$ 30,000		$ 30,000	$ -	$ -	Sept
Annenberg Foundation	$ 50,000					$ (50,000)		June
Anonymous Foundation	$ 30,000		$ 30,000		$ 30,000	$ -	$ -	Aug
Arcadia Association of REALTORS	$ 2,000		$ 1,000		$ 1,000	$ (1,000)	$ (1,000)	Dec
Burke Foundation	$ 3,000			$ 3,000	$ 3,000	$ (3,000)	$ -	June
Carl Wynn Foundation	$ 5,000		$ 5,000		$ 5,000	$ -	$ -	Oct
Connell Foundation	$ 25,000			$ 25,000	$ 25,000	$ (25,000)	$ -	June
First Cong Church	$ 25,000		$ 18,000		$ 18,000	$ (7,000)	$ (7,000)	Dec
Good Hope Med Foundation	$ 50,000		$ 50,000		$ 50,000	$ -	$ -	Dec
Green Foundation	$ 50,000					$ (50,000)	$ (50,000)	May
Kaiser Foundation	$ 100,000		$ 100,000		$ 100,000	$ -	$ -	June
Laemmle Charitable Fdn	$ 2,500		$ 2,500		$ 2,500	$ -	$ -	Dec
Lions Club	$ 4,000		$ 4,000		$ 4,000	$ -	$ -	Feb
Lluella Morey Murphy	$ 10,000		$ 10,000		$ 10,000	$ -	$ -	
Pasadena Respiratory Health	$ 50,000		$ 75,000		$ 75,000	$ 25,000	$ 25,000	Dec
Patron Saints Foundation	$ 35,000			$ 35,000	$ 35,000	$ (35,000)	$ -	June
Pfaffinger Foundation	$ 15,000		$ 20,000		$ 20,000	$ 5,000	$ 5,000	Oct
QueensCare	$ 70,000		$ 75,000		$ 75,000	$ 5,000	$ 5,000	March
Rose Hills	$ 50,000		$ 50,000		$ 50,000	$ -	$ -	Nov
Satterberg Foundation	$ 30,000		$ 30,000		$ 30,000	$ -	$ -	
Silent Partners	$ 10,000		$ 25,000		$ 25,000	$ 15,000	$15,000	Dec
TOMA Grant	$ 130,000		$ 130,000		$ 130,000	$ -		Qtr
Total	$ 776,500	$ -	$ 655,500	$ 63,000	$ 718,500	$ (121,000)	$ (8,000)	
Unbudgeted Pending							$ -	
Lendistry-EOG Program		$ 25,000						
Total	$ -	$ 25,000			$ -	$ -		
Unbudgeted Committed								
Ahmanson Foundation		$ 40,607	$ 40,600		$ 40,600			
CHAPCare		$ 11,500	$ 11,500		$ 11,500			
Ahmanson (L.Walcott)		$ 10,000	$ 10,000		$ 10,000			
Calif. Community Fdn (Ettinger's)		$ 25,000	$ 25,000		$ 25,000			
Pasadena Child Health Foundation		$ 25,000	$ 25,000		$ 25,000			
PEACH Collaborative		$ 8,000	$ 8,000		$ 8,000			
Total	$ -	$ 120,107	$ 120,100		$ 120,100	$ -		
Unbudgeted Denied								
Shay, Edward & Al		$ 40,000						
Total		$ 40,000						
Grand Total	**$ 776,500**	**$ 145,107**	**$ 775,600**	**$ 63,000**	**$ 838,600**	**$ (121,000)**	**$ (8,000)**	

YOUNG & HEALTHY, INC. APRIL 2023 FINANCIALS CASH BASIS	Current Month Budget	Current Month Actual	Current Month Variance	Y.T.D. Budget	Y.T.D. Actual	Y.T.D. Variance	
Revenue:							
Benefit Income - Prior Years	$ -	$ -	$ -	$ 480	$ 7,085	$ 6,605	
Benefit Income 22/23	$ 5,000	$ 1,900	$ (3,100)	$ 5,000	$ 6,900	$ 1,900	
GALA	$ -	$ 4,760	$ 4,760	$ 325,000	$ 211,210	$ (113,790)	
Contribution Income	$ 14,371	$ 10,728	$ (3,643)	$ 177,272	$ 139,011	$ (38,261)	
Corporate Unrestricted	$ -	$ -	$ -	$ 1,000	$ 500	$ (500)	
Grants Restricted - Prior Years	$ -	$ -	$ -	$ 102,500	$ 130,541	$ 28,041	
Grants Restricted 22/23	$ -	$ -	$ -	$ 101,000	$ 23,000	$ (78,000)	
Grants Unrestricted - Prior Years	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	
Grants Unrestricted 22/23	$ -	$ 25,000	$ 25,000	$ 205,500	$ 312,500	$ 107,000	
Organizations/Schools/Churches	$ -	$ -	$ -	$ -	$ 625	$ 625	
Earned Income	$ -	$ -	$ -	$ 67,500	$ 33,350	$ (34,150)	
Miscellaneous Income	$ -	$ -	$ -	$ -	$ 125	$ 125	
Contributions, Grants & Pledges:	**$ 19,371**	**$ 42,388**	**$ 23,017**	**$ 1,035,252**	**$ 914,847**	**$ (120,405)**	
Investment Income	$ -		$ -	$ -		$ -	
Unrealized Gains (Losses)	$ -		$ -	$ -		$ -	
Total Revenues:	**$ 19,371**	**$ 42,388**	**$ 23,017**	**$ 1,035,252**	**$ 914,847**	**$ (120,405)**	
Expense:							
Audit	$ -	$ -	$ -	$ 18,500	$ 20,000	$ 1,500	Forecast to remain over budget due to fee increase
Event Expenses	$ 4,000	$ 2,289	$ (1,711)	$ 78,001	$ 67,720	$ (10,281)	Forecast to remain under budget
Insurance	$ 2,244	$ 815	$ (1,429)	$ 6,732	$ 11,714	$ 4,982	Forecst to remain over budget due to fee increases
Rent/Office Maintenance	$ 375	$ 413	$ 38	$ 3,753	$ 4,104	$ 351	Forecast to remain over budget due to fee increases
Program Supplies	$ 1,707	$ 24	$ (1,682)	$ 16,987	$ 10,160	$ (6,827)	Forecast to remain on budget - Timing
Accounting	$ 1,146	$ 450	$ (696)	$ 11,458	$ 11,749	$ 291	Forescast to remain over budget due to fee increases
Bank/Credit Card Fees	$ 560	$ 222	$ (338)	$ 8,240	$ 6,790	$ (1,450)	Forecast to be under budget
Equipment Maintenance	$ 208	$ 903	$ 695	$ 2,161	$ 5,940	$ 3,779	Forecast to remain over budget due to Metafile fees
Telephone	$ 583	$ 290	$ (293)	$ 5,834	$ 3,600	$ (2,234)	Forecast to remain on budget - Timing
Marketing & PR	$ 42	$ 54	$ 12	$ 8,616	$ 10,205	$ 1,589	Forecast to remain over budget due to unforeseen needs
Meetings	$ 511	$ 382	$ (129)	$ 5,243	$ 4,473	$ (770)	Forecast to remain on budget - Timing
Alma Stokes Healing Fund	$ 300	$ -	$ (300)	$ 2,400	$ -	$ (2,400)	Forecast to be under budget
Contract Services	$ 9,714	$ 7,986	$ (1,728)	$ 98,558	$ 87,282	$ (11,276)	Forecast to be under budget
Office Supplies	$ 367	$ 181	$ (186)	$ 3,748	$ 4,891	$ 1,143	Forecst to remain over budget due to unforeseen needs
Printing	$ 724	$ 128	$ (596)	$ 7,677	$ 4,663	$ (3,014)	Forecast to be under budget
Postage	$ 292	$ -	$ (292)	$ 2,916	$ 1,447	$ (1,469)	Forecast to be under budget
Travel/Mileage	$ 250	$ 8	$ (242)	$ 2,000	$ 21	$ (1,979)	Forecast to be under budget
Dues and Subscriptions	$ 58	$ 90	$ 32	$ 6,550	$ 7,124	$ 574	Forecst to remain over budget due to unforeseen fees
Conference/Workshops/Ed	$ 507	$ 29	$ (479)	$ 5,074	$ 278	$ (4,796)	Forecast to be under budget
Staff Costs	$ 79,385	$ 75,626	$ (3,759)	$ 873,226	$ 751,980	$ (121,246)	Forecast to be under budget
Evaluation	$ 1,833	$ 1,750	$ (83)	$ 18,333	$ 17,700	$ (633)	Forecast to be under budget
Total Expenses	**$ 104,805**	**$ 91,640**	**$ (13,165)**	**$ 1,186,007**	**$ 1,031,842**	**$ (154,165)**	
Net Surplus (Deficit)	**$ (85,434)**	**$ (49,252)**	**$ 36,182**	**$ (150,755)**	**$ (116,995)**	**$ 33,760**	

Young Healthy
Operating and Capital Cash Flow
2022-2023

	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Budget	Variance
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	2022-2023	2022-2023	2022-2023
Revenue Projected	**$ 43,427**	**$ 73,398**	**$ 41,204**	**$ 22,180**	**$ 175,254**	**$ 241,268**	**$ 104,688**	**$ 75,199**	**$ 100,783**	**$ 42,388**	**$ 113,471**	**$ 277,331**	**$ 1,310,591**	**$ 1,427,914**	**$ (117,323)**
Foundations	$ 37,500	$ 63,700	$ 30,000	$ -	$ 85,000	$ 171,500	$ 21,840	$ 4,000	$ 77,500	$ 25,000	$ 77,100	$ 245,460	$ 838,600	$ 776,500	$ 62,100
Contribution Income	$ 5,927	$ 3,643	$ 11,179	$ 1,805	$ 33,988	$ 45,893	$ 47,623	$ 3,009	$ 10,283	$ 10,728	$ 26,371	$ 16,871	$ 217,320	$ 286,414	$ (69,094)
Events	$ -	$ 6,055	$ 25	$ 20,375	$ 56,265	$ 23,875	$ 35,225	$ 68,190	$ 13,000	$ 6,660	$ 10,000	$ 15,000	$ 254,670	$ 365,000	$ (110,330)
Expenses Projected	**$ 70,148**	**$ 111,831**	**$ 93,685**	**$ 95,294**	**$ 94,995**	**$ 94,424**	**$ 165,476**	**$ 117,718**	**$ 96,730**	**$ 91,640**	**$ 106,100**	**$ 126,000**	**$ 1,264,042**	**$ 1,427,914**	**$ (163,872)**
Staff Costs	$ 48,825	$ 95,630	$ 71,085	$ 71,242	$ 73,312	$ 70,028	$ 102,228	$ 71,623	$ 72,382	$ 75,626	$ 85,000	$ 97,500	$ 934,480	$ 1,064,955	$ (130,474)
Contract Services	$ 10,056	$ 8,938	$ 7,057	$ 8,806	$ 7,079	$ 7,079	$ 10,431	$ 7,079	$ 11,651	$ 7,986	$ 8,500	$ 12,500	$ 107,164	$ 116,805	$ (9,641)
Event Costs	$ 4,625	$ -	$ 2,846	$ 1,253	$ 3,275		$ 48,141	$ 17,290	$ -	$ 2,289	$ -	$ -	$ 79,719	$ 86,000	$ (6,281)
Gen. Op	$ 6,642	$ 7,263	$ 12,697	$ 13,993	$ 11,329	$ 17,317	$ 4,676	$ 21,726	$ 12,697	$ 5,739	$ 12,600	$ 16,000	$ 142,679	$ 160,154	$ (17,475)
															$ -
Operating Surplus/(Deficit)	**$ (26,721)**	**$ (38,433)**	**$ (52,481)**	**$ (73,114)**	**$ 80,259**	**$ 146,844**	**$ (60,788)**	**$ (42,519)**	**$ 4,053**	**$ (49,252)**	**$ 7,371**	**$ 151,331**	**$ 46,549**	**$ -**	**$ 46,549**
Capital Expenditures (net of grants)	$ -	$ -	$ -		$ -				$ -	$ -	$ -	$ -	$ (95)		$ (95)
Capital Expenditures	$ -	$ -		$ (95)					$ -		$ -	$ -	$ (95)	$ -	$ (95)
Capital Grants	$ -	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net Cash Flow Gains/Losses	**$ (26,721)**	**$ (38,433)**	**$ (52,481)**	**$ (73,209)**	**$ 80,259**	**$ 146,844**	**$ (60,788)**	**$ (42,519)**	**$ 4,053**	**$ (49,252)**	**$ 7,371**	**$ 151,331**	**$ 46,454**	**$ -**	**$ 46,454**
TOTAL NET CASH FLOW	$ (26,721)	$ (38,433)	$ (52,481)	$ (73,209)									**$ 46,454**		

Consent Agenda – Governance

- The Committee meeting was called to order by Dana Jones at 5:06 pm on May 16, 2023, via Zoom. The Minutes for the January 2023 and March 2023 meetings were approved.

- Committee members approved the Mission Moment for the May 24th Board meeting.

- The Committee reviewed the proposed slate of new Board members, Board Officers, and Committee Chairs. The Committee approved the slate of new Board members and Officers to recommend to the full Board. Committee Chairs are appointed by the President.

- Committee members received updates on the development of a new Board Orientation and Board Member survey.

- Committee members reviewed and discussed proposed changes to the Bylaws.

- Dana will be drafting committee charters and "job descriptions" for each of the Board officers.

- The Committee received a copy of the 2023-24 Governance Committee and Board meeting dates.

- The meeting was adjourned at 8:20 pm.

Consent Agenda – Strategic Planning

- The Committee met on May 11, 2023, via Zoom.

- The Board will begin an effort to gather feedback from various stakeholders on several foundational questions staff have posed.

- A list of 35 stakeholders was assembled and the committee will begin reaching out right away.

- The questions are centered around 4 main topics:
    - Programs
    - Partners and geographic scope
    - Branding
    - IDEA – Inclusion, Diversity, Equity, Accessibility

- At the completion of the interviews, input will be submitted and analyzed by members of the committee.

Meeting Handouts

Young & Healthy Board & Committee Meeting Schedule 2023- 2024			
Meeting	**Date**	**Time**	**Location**
Full Board Retreat	TBD	TBD	TBD
Full Board	Wednesday, September 27, 2023	6:00 PM - 8:00 PM	Y&H Office
Full Board	Wednesday, November 29, 2023	6:00 PM - 8:00 PM	Y&H Office
Full Board	Wednesday, January 31, 2024	6:00 PM - 8:00 PM	Y&H Office
Full Board	Wednesday, April 10, 2024	6:00 PM - 8:00 PM	Y&H Office
Full Board	Wednesday, May 29, 2024	6:00 PM - 8:00 PM	Y&H Office
Annual Meeting	TBD	TBD	TBD
Executive Committee-MINI RETREAT	TBD	6PM	TBD
Executive Committee	Friday, November 3, 2023	8:30 AM - 9:30 AM	Zoom
Executive Committee	Friday, January 5, 2024	8:30 AM - 9:30 AM	Zoom
Executive Committee	Friday, March 1, 2024	8:30 AM - 9:30 AM	Zoom
Executive Committee	Friday, May 3, 2024	8:30 AM - 9:30 AM	Zoom
Executive Committee-if needed	Friday, June 7, 2024	8:30 AM - 9:30 AM	Zoom
Finance Committee	Friday, September 8, 2023	9 am	Zoom
Finance Committee	Thursday, November 9, 2023	9 am	Zoom
Finance Committee	Friday, January 12, 2024	9 am	Zoom
Finance Committee	Friday, March 8, 2024	9 am	Zoom
Finance Committee	Friday, May 10, 2024	9 am	Zoom
Development Committee	Wednesday September 13, 2023	12:00 - 1:00 PM	Zoom
Development Committee	Wednesday November 15, 2023	12:00 - 1:00 PM	Zoom
Development Committee	Wednesday January 10, 2024	12:00 - 1:00 PM	Zoom
Development Committee	Wednesday, March 6, 2024	12:00 -1:00 PM	Zoom
Development Committee	Wednesday, May 8, 2024	12:00 - 1:00 PM	Zoom
Strategic Planning Committee	Thursday September 21, 2023	4 pm	Zoom
Strategic Planning Committee	Thursday October 26, 2023	4 pm	Zoom
Strategic Planning Committee	Thursday November 16, 2023	4 pm	Zoom
Strategic Planning Committee	Thursday January 11, 2024	4 pm	Zoom
Strategic Planning Committee	Thursday March 7, 2024	4 pm	Zoom
Strategic Planning Committee	Thursday May 9, 2024	4 pm	Zoom
Governance Committee	Tuesday, August 29, 2023	6 pm	Zoom
Governance Committee	Tuesday, October 24, 2023	6 pm	Zoom
Governance Committee	Tuesday, January 9, 2024	6 pm	Zoom
Governance Committee	Tuesday, March 5, 2024	6 pm	Zoom
Governance Committee	Tuesday, May 7, 2024	6 pm	Zoom
Mobile Dental Clinic	October 10 - Friday October 20, 2023	TBD	Octavia Butler Middle School
Gala	September 30, 2023	6:30 pm	Masonic Temple
Salon Fundraiser	November 5, 2023	TBD	Private Home
Salon Fundraiser	February 11, 2024	TBD	Private Home
Salon Fundraiser	April 21, 2024	TBD	Private Home
Salon Fundraiser	May 19, 2024	TBD	Private Home
Donor Recognition Event	June 2024 – TBD	TBD	TBD

YOUNG & HEALTHY

Development Plan
July 2023 – June 2024

The following is a summary of the key proposed events and outreach activities for fiscal year 2023-2024.

July 2023:

FB/IG posts on local summer events	**Social Media Focus: Summer Fun** month of July
Gala patron mailing	July 3
Executive Memo	July 13
Mailchimp: Story of the Month	July 13
New Board Orientation	TBD

August 2023:

FB/IG posts on back-to-school info	**Social Media Focus: Back to School** month of August
Gala invitation mailing	August 3
Executive Memo	August 15
Mailchimp: Story of the Month	August 15

September 2023:

FB/IG posts on Gala	**Social Media Focus: Gala** month of September
Executive Memo	September 15
Mailchimp: Story of the Month	September 15
Annual Report to donors via email & website	September 16
Invitation Mailing for MDC tours	September 20
Board of Directors Meeting	September 27
Gala	September 30

October 2023:

FB/IG posts on dental health	**Social Media Focus: Dental Health** month of October
Mobile Dental Clinic	October 12-19
Executive Memo	October 13
Mailchimp: Story of the Month	October 13

November 2023: — **Social Media Focus: Giving Thanks**

FB/IG posts thank volunteers/donors	month of November
Salon fundraiser (private home)	November 5
Update website & FB with holiday giving information	November 9
Executive Memo	November 15
Mailchimp: Story of the Month	November 15
Thanksgiving card mailing (major donors/foundations)	November 17
Holiday Card Sale begins	November 21
Annual Appeal Direct Mail-update webpage	November 27
Giving Tuesday	November 28
Board of Directors Meeting	November 29
Alternative Gift Markets	November TBD

December 2023: — **Social Media Focus: The Faces of Y&H**

FB/IG posts on staff/board	month of December
Alternative Gift Markets	December 3
Executive Memo	December 15
Mailchimp: Story of the Month	December 15

January 2024: — **Social Media Focus: Y&H Programs**

FB/IG posts on programs	month of January
Executive Memo	January 16
Mailchimp: Story of the Month	January 16
Board of Directors Meeting	January 31

February 2024: — **Social Media Focus: Tax Preparation Program**

FB/IG posts on tax program	month of February
Salon fundraiser (private home)	February 11
Executive Memo	February 15
Mailchimp: Story of the Month	February 15

March 2024: — **Social Media Focus: Health & Professional Volunteers**

FB/IG posts highlighting our prof volunteers	month of March
Executive Memo	March 15
Mailchimp: Story of the Month	March 15

April 2024: **Social Media Focus: Volunteer Recognition Month**

FB/IG posts recognizing our volunteers	month of April
Spring Direct Mail Appeal	April 15
Executive Memo	April 15
Mailchimp: Story of the Month	April 15
Salon fundraiser (private home)	April 21
National Volunteer Week – Bundt Cake Delivery	TBD

May 2023: **Social Media Focus: Mental Health Awareness Month**

FB/IG posts on mental health/TIC	month of May
Executive Memo	May 15
Mailchimp: Story of the Month	May 15
Salon fundraiser (private home)	May 19

June 2024: **Social Media Focus: Donor Spotlight/Year End Happenings**

FB/IG posts on year end accomplishments	June 1
Donor Recognition Event	Date TBD
Executive Memo	June 15
Mailchimp: Story of the Month	June 15
Board Fundraising Menu/Affiliations	June 20

Note:

1) Grant proposals submitted throughout the year based on individual foundation guideline schedules.
2) The SOTM should be connected to the monthly social media theme when possible.

BOARD OF DIRECTORS
FY 2023-2024

RETURNING MEMBERS:

Scott Bryson, 3rd year
Marjorie Diaz, 5th year
Cara DiMassa, 7th year
Roya Fohrer, 3rd year
Dana Jones, 5th year
Chris Mayne, 6th year
Adrienne Meier, 3rd year
Mimi Orth, 2nd year
Chelsey Overstreet, 2nd year
Acacia Reed, 4th year
Angel Reyes, 3rd year
Leigh Richart, 6th year
Nevin Stanton-Trehan, 3rd year
Carrie Walker, 5th year

PROPOSED NEW MEMBERS WITH COMMITTEE ASSIGNMENT:

Lisa Barrios, District 3 Liaison, Pasadena City Council [Strategic Initiatives]
Nathan Isaacson, Risk Analyst, Capital Group [Finance]
Paul Kurkjian, MD, Psychiatrist, Huntington Hospital/Verdugo Hills Hospital/La Encinas Hospital [Strategic Advancement]
Brandon Lamar, California Director, Youth Advocate Programs, Inc. [Strategic Advancement]
Monique Thomas, Diversity, Equity, and Inclusion Manager, The Huntington [Governance]

PROPOSED OFFICERS OF THE CORPORATION:

President, Cara DiMassa
Vice President, Carrie Walker
Secretary, Mimi Orth
Treasurer, Chris Mayne

The Officers and the Executive Director constitute the Executive Committee.

AGREEMENT

This agreement is entered into this first day of June 2023 by and between Young & Healthy (hereinafter Client), and Christine D. Olson (hereinafter Consultant) located at 915 North Curtis Avenue, Alhambra, California 91801.

WHEREAS the Client is engaged in the business of school- and community-based direct and preventive health service delivery to Pasadena-area children and families; and

WHEREAS, the Consultant is engaged in the business of grant proposal development, research and identification of foundation and corporate funding sources, organizational development, and design and implementation of fundraising programs; and

WHEREAS, in consideration of the promises and the mutual promises and covenants contained herein, the parties agree as follows:

A. TERM

This agreement shall be for a term of twelve months, commencing July 1, 2023.

B. SCOPE OF SERVICES

The Consultant agrees to provide professional fundraising consultation and writing services as requested by the Client. In connection with these services, the Consultant will:

1. Conduct ongoing organizational needs assessment activities to identify those needs relating to Young & Healthy's operational and/or direct service delivery components with the potential to qualify for funding by grants;

2. Conduct ongoing research to identify those corporate and foundation funding sources under whose established guidelines and funding priorities Young & Healthy might qualify for grant funding;

3. In conjunction with program staff, develop, and review periodically, a comprehensive work plan for project implementation;

4. Utilizing materials and information to be provided by program staff, develop grant proposals to foundation and corporate resources for the solicitation of funding;

5. Utilizing materials, information and evaluative data to be provided by program

and administrative staff, develop interim and final progress reports as requested by Young & Healthy grant funders; and

6. Provide periodic reports on grant-seeking activities to the Client, as needed and appropriate.

C. METHODS OF PERFORMANCE

Services shall be performed by the Consultant and costs shall be incurred only upon the specific request of Young & Healthy's Executive Director or Director of Development.

The Consultant agrees that all services provided will be conducted by competent staff members working under the supervision of the principal in charge and that said services shall be performed and rendered diligently.

The Consultant further agrees that any documents or materials developed under the terms of this agreement shall remain the property of the Client and may not be used by the Consultant for any purpose other than promotion of the Client's fund development needs or interests, except by specific permission of the Client.

The Consultant does not guarantee or warrant that by providing the services referenced herein, the Client will receive the desired funding.

D. COMPENSATION AND METHOD OF PAYMENT

In consideration for the above services, the Client agrees to compensate the Consultant in the amount of fifty thousand four hundred dollars ($50,400). This amount shall be payable in twelve equal installments of four thousand two hundred dollars ($4,200) each. These installments shall be due on July 1, August 1, September 1, October 1, November 1, and December 1, 2023; and January 1, February 1, March 1, April 1, May 1, and June 1, 2024.

E. CLIENT'S OBLIGATION

In order to perform upon the terms of this agreement, the Consultant is dependent upon certain information to be provided by the Client. Specifically, the Client must make available to the Consultant, the following:

1. Detailed background information pertaining to the organization's history, program and operations and record or evidence of community support;

2. A current statement of the organization's purposes and goals;

3. A thorough and detailed work plan for each program element for which funds are being sought, including objectives, the proposed method of achieving these objectives and a detailed project budget;

4. An evaluation plan detailing the means by which the success or failure of the program or project will be assessed;

5. A list of Board or Advisory Committee members, including professional, business or community affiliations;

6. A year-end financial statement for the most recent fiscal year completed;

7. A copy of the most recent IRS Form 990;

8. An organizational operating budget for the current year;

9. A list of sources of income and support, including any corporate or foundation donors; and

10. An Internal Revenue Service letter confirming tax-exempt status.

The Client agrees to furnish these items of information to the Consultant within a reasonable period of time from the date of this agreement. In order to guarantee compliance with specific application and reporting deadlines, the Client or Project staff must provide the above referenced items to the Consultant at least ten (10) days prior to any such deadline. The Consultant will provide the Client with fourteen (14) days written notice of impending deadlines.

F. TERMINATION

This agreement may be terminated by either party upon ten (10) days written notice. If the Client should terminate, all work will cease upon receipt of the notification and the Consultant will present a final bill, reflecting the number of hours spent on the project at seventy dollars ($70) per hour. If the Consultant should terminate, she will present a final billing for work completed with the termination notice. Delivery of the notice may be by hand or by U.S. Mail.

G. ASSIGNMENT

Neither Party hereto shall have the right to assign this Agreement without prior written consent of the other party.

H. ENFORCEABILITY

All of the provisions of this Agreement shall be considered as separate items and conditions. In the event that any one shall be illegal, invalid or unenforceable, all of the other provisions shall remain in full force and effect as if the illegal, invalid or unenforceable provision were not a part hereof.

I. ATTORNEY FEES

Should any litigation be commenced between the parties to this contract concerning any aspect of this contract or the rights and duties of either in relation thereto, the party prevailing in that litigation shall be entitled in addition to any other relief granted, to a reasonable sum as and for attorney fees which shall be determined by the court in that litigation or in a separate action brought for that purpose.

J. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the parties hereto relating to the subject matter hereof and it supersedes all prior and contemporaneous agreements relating thereto. Any alterations or amendments to this Agreement must be in writing and signed by the parties.

Christine D. Olson

Young & Healthy

By: _____
Ellen Kramer, Executive Director

_____
Cara DiMassa, Board President