**Meeting Name/Description:** CYPB Meeting – 4th Meeting of 2017  

**Date/Time/Location:** Tuesday, July 11th @ 11:00am – 1:00pm  
United Way, 2515 Canal Street

**The New Orleans CYPB Purpose and Function:**  

The CYPB is to participate in the formulation of and to prepare a comprehensive plan for services and programs for the children and youth of New Orleans. The Board is intended to encourage collaborative efforts among local stakeholders for assessing the physical, social, emotional, developmental, behavioral, educational, safety and poverty impacts and needs of children, youth and their families in their respective communities, and for assisting in the development of comprehensive plans to address such needs.

### AGENDA

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<tr>
<th>#</th>
<th>Topic</th>
<th>Time</th>
<th>Presenter</th>
<th>Action Required</th>
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<tbody>
<tr>
<td>1</td>
<td>Welcome/Call to Order</td>
<td>2 min</td>
<td>Paulette Carter, Chair</td>
<td>Inform Completed</td>
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<td>2</td>
<td>Introductions (if needed, as determined by Chair)</td>
<td>5 min</td>
<td>All</td>
<td>Completed</td>
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| 3 | Consent Agenda: - Minutes of 3/14/17 + 4/18/17 + 5/9/17  
- Exec. Director Report: Mar/April + May/June 2017 | 2 min | Paulette Carter, Chair           | No Discussion; Motion* Approved                                 |
| 4 | Presentation of Financials: - Updated format, per Executive Committee feedback of 5/31/17 | 10 min | Todd Battiste, Treasurer         | Review/Discuss/Feedback Completed; confirmed preferred format and info therein. |
| 5 | Meeting Schedule & Structure Update                                 | 10 min | Paulette Carter, Chair           | Review/Discuss/Feedback Completed and affirmed                   |
| 6 | Member Renewals/Updates + Proxy Info                                 | 20 min | Karen Evans Executive Director   | Inform/Discuss/Motion* Completed/Approved: Member Renewals/Updates  
1. Identified Ex-Officio members and corrected/confirmed that LCCR is an Ex Officio membership.  
2. Identified Non-Ex-Officio members with expired memberships.  
3. Invited opportunity to renew 2-year memberships now, per City Council’s Governance Committee process.  
4. Four members eligible of renewal were present and favored renewal:  
   - Paulette Carter  
   - Todd Battiste  
   - Gina Womack (proxy)  
   - Torin Sanders  
 Remaining Non-Ex-Officio members with expired memberships will be contacted and extended invitation to renew, with decisions by 8/15/17.  
5. Motion made and approved to submit memo to City Council’s Governance |
Committee listing the Non-Ex Officio members favoring 2-year renewals.

**Proxy Info**
A board member tool was introduced to inform and provide consistency around the use of a proxy for voting. After review and discussion, board determined the tool to be helpful to its process. The tool will be posted in the board info section of the website for access. Board requested the tool have fill-in properties to make it more efficient and useful. Tool will be posted while fill-in properties are explored.

### Pending Actions from 3/14/17:
- Vote re: amendment of bylaws
- Sign/submit Board Member Contract
- Launch committees per amended bylaws
- 2017/18 Officer Elections

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<td>25 min</td>
<td>Review/Discuss/Motion*</td>
<td>Completed: 1. Amendment of Bylaws, approved 2. Board Contracts, signed and submitted 3. CYPB Committees launched with member sign-ups; next step is launch meeting per committee, preferably during month of August 4. 2017/18 Officer Elections, completed: - Chair: Paulette Carter - Treasurer: Todd Battiste - Secretary: Gina Womack - Parliamentarian: Torin Sanders</td>
<td>Karen Evans (Executive Director)</td>
<td></td>
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### Updates:
- Website
- Task Forces:
  - TFC Demonstration Project
  - JJ Relaunch w/new Chair
- New Project: Community Resource Mapping
- October 10th – Save the Date

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**NOTE:** Date Change for CYPB Annual Meeting – change from Oct. 10th to new date, Tuesday, Oct. 17, 2017 – please save this date
| 9 | **Meeting Wrap Up:**  
   - Summarize actions + next steps  
   - Adjourn |
|---|---|---|
| 5 min | Karen Evans  
Paulette Carter | Review/Document  
1. Complete renewal memo, submission pending invitation to Non-Ex-Officio members not present at meeting.  
2. Check into making Proxy Tool a fillable online document to post in board space on website.  
3. Launch all CYPB committees in August:  
   - Governance  
   - Internal Affairs  
   - External Affairs  
4. Plan the 1st CYPB Annual Meeting with key committee(s) |

1 hr., 59 minutes = total meeting time

*Pending Quorum = 13 voting members