



### 2019 CYPB Meetings Matrix

Meeting Name/Type	Meeting Frequency	Meeting Dates	Meeting Time	Location
Board Meetings	Bi-Monthly 6 meetings 2 <sup>nd</sup> Tuesdays	Jan. 8 <sup>th</sup> Mar. 12 <sup>th</sup> May 14 <sup>th</sup> July 9 <sup>th</sup> Sept. 10 <sup>th</sup> Nov. 12 <sup>th</sup>	11:30am - 1:00pm	United Way 2515 Canal St.
Annual Board Planning Meeting	1x per year 3 <sup>rd</sup> Tuesday	Oct. 15 <sup>th</sup>	9:00 - 1:30pm	TBD
<b>CYPB Operating Committees:</b>				
<ul style="list-style-type: none"> <li>Governance Focus: Board Affairs Chair: Torin Sanders, Co-Chair: Kristina Kent</li> </ul>	Quarterly 4 meetings 1 <sup>st</sup> Tuesdays	Feb. 5 <sup>th</sup> Apr. 2 <sup>nd</sup> June 4 <sup>th</sup> Aug. 6 <sup>th</sup>	9:00am - 10:30am	The Blue House 1700 S. Rampart St. 2 <sup>nd</sup> Floor - Conf. Room
<ul style="list-style-type: none"> <li>Internal Affairs Focus: Organization Operations Chair: Todd Battiste</li> </ul>	Bi-Monthly 6 meetings 1 <sup>st</sup> Fridays	Feb. 1 <sup>st</sup> Apr. 5 <sup>th</sup> June 7 <sup>th</sup> Aug. 2 <sup>nd</sup> Oct. 4 <sup>th</sup> Dec. 6 <sup>th</sup>	12:00pm - 1:30pm	United Way 2515 Canal St.
<ul style="list-style-type: none"> <li>External Affairs Focus: Public Relations, Message Movement, Outreach &amp; Engagement Chair: Monique Robinson</li> </ul>	Quarterly 4 meetings 4 <sup>th</sup> Fridays	Jan. 25 <sup>th</sup> Apr. 26 <sup>th</sup> July 26 <sup>th</sup> Sept. 27 <sup>th</sup>	11:00am - 12:30pm	Orleans Parish Juvenile Court (OPJC)  Specific room within OPJC campus to be assigned per meeting



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<ul style="list-style-type: none"> <li>Executive Committee Focus: Agenda Building for Board Meetings - content continuity and cohesion Chair: Torin Sanders</li> </ul>	Bi-Monthly 6 meetings 2 <sup>nd</sup> Fridays	Feb. 8 <sup>th</sup> Apr. 12 <sup>th</sup> June 14 <sup>th</sup> Aug. 9 <sup>th</sup> Sept. 13 <sup>th</sup> Nov. 8 <sup>th</sup>	9:30am - 10:30am	Conference Call Dial In: (641) 715-0742 Access: 849256
<b>Ad Hoc Task Forces:</b>				
<ul style="list-style-type: none"> <li>Juvenile Justice Chair: Kristina Kent</li> </ul>	Monthly 10 Meetings 3 <sup>rd</sup> Fridays*  *dates may change to 2 <sup>nd</sup> or 4 <sup>th</sup> Friday, as needed	Jan. 18 <sup>th</sup> Feb. 22 <sup>nd</sup> Mar. 15 <sup>th</sup> Apr. 19 <sup>th</sup> May 17 <sup>th</sup> June 21 <sup>st</sup> July 26 <sup>th</sup> Aug 16 <sup>th</sup> Sept. 13 <sup>th</sup> Oct. 18 <sup>th</sup>	1:30pm - 3:00pm	NOLA Library Sites Specific Location TBD per meeting date
<ul style="list-style-type: none"> <li>Childhood Trauma Chairs: Dr. Torin Sanders Dr. Denese Shervington</li> </ul>	Monthly 7 meetings 4 <sup>th</sup> Tuesdays	Jan. 22 <sup>nd</sup> Feb. 26 <sup>th</sup> Mar. 26 <sup>th</sup> Apr. 23 <sup>rd</sup> May 28 <sup>th</sup> June 25 <sup>th</sup> July 23 <sup>rd</sup>	11am - 2pm	United Way 2515 Canal St.
<ul style="list-style-type: none"> <li>Youth Master Plan</li> <li>Education</li> </ul>	TBD TBD	TBD TBD	TBD TBD	TBD TBD

**Notes:** Attendance expectations per bylaws:

**Board Meetings:**

All board members are expected to attend at least 67% of the board meetings scheduled during the calendar year. This can be achieved by attending a minimum of 5 of 7 meetings (6 bi-monthly meetings + 1 annual board planning meeting = 7 total board meetings).

**Quorum:**

Attendance matters, as it informs our ability to achieve a quorum. A quorum is the minimum number of members of CYPB that must be present at any of its meetings to make the proceedings of the



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meeting valid. The minimum number of members present to make a quorum for CYPB is **13 members in good standing**.

### Committee/Task Force Meetings:

All committee/task force members are expected to attend at least 67% of the scheduled meetings for the calendar year. Note that all meetings can support a call-in feature, which can be made available for the convenience of members as an aide to attendance. These arrangements must be made with CYPB staff in advance of scheduled meeting.

Emerging Task Forces - 2019 Expected Launch:

- Youth Master Plan Task Force
- Education