



<b>Meeting Name/Description:</b>	<b>CYPB Meeting</b>
<b>Date/Time/Location:</b>	Tuesday, July 9, 2019 – 11:30am – 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**

#	Topic	Time	Presenter	Action Required
1	. Welcome/Call to Order 11:34 am start date Quorum not achieved based on 9 members in attendance	2 min	Torin Sanders, Chair	Inform
2	Attendee Introductions (if needed, as determined by Chair/Convener)	5 min	All	Inform
3	<b>Overview of Today's Meeting:</b> <ul style="list-style-type: none"> <li>• Consent Agenda/Minutes Approval</li> <li>• Financials</li> <li>• Various CYPB Updates</li> <li>• Evaluations: <ul style="list-style-type: none"> <li>- Board Self Evaluation</li> <li>- ED Evaluation (Executive Session)</li> </ul> </li> <li>• Reminder: Add to Running Issues List</li> <li>• Shorter Meeting w/Light Snacks to sample as we go; no break for lunch</li> </ul>	5 min	Torin Sanders, Chair	Inform
4	<b>Consent Agenda</b> - Minutes from 5/14/19 Mtg.	2 min	Torin Sanders, Chair	Motion/Vote to Approve*
5	<b>Presentation of Financials</b> <ul style="list-style-type: none"> <li>• 2<sup>nd</sup> Quarter</li> <li>• Budget to Actual/Year-to-Date</li> </ul> Accountant contract is now quarterly instead of monthly because of an improved auditing process with FFL. Contract will be reviewed for 2020 as CYPB may not need her services. Maggie's salary is supported by admin line item and is not reflected in Q2 financials as she just started in Q3.	5 min	Todd Battiste, Treasurer via Drop Box/Tech Screen	Inform/Discuss/Feedback
6	<b>CYPB Issues List (Running):</b> - Urgent Meeting Request – Follow-Up Actions	5 min	Torin Sanders, Chair	Inform/Discuss

8	<p>Various CYPB Updates:</p> <ul style="list-style-type: none"> <li>- Faith Leaders Outreach Breakfast, 5/23 Dr. Sanders stated FBL were very interested in the data/statistics. FBL want to be more involved and are looking to be more engaged with non-profits. CYPB can be a vehicle to engage the FBL as well as their communities and/or congregations to improve collaborative efforts among FB orgs &amp; CYPB.</li> <li>- Childhood Trauma Task Force – Summit, 6/12 Dr. Sanders provided a recap of the event. Event provided additional info that will be incorporated in the report to City Council which was originally due August 1, 2019. The TF wants to submit a well written comprehensive report, so an extension was requested and granted by Councilman Williams until October 1. Based on the City budget timeline and previous experience, Aaron recommended the report, or an Executive Summary be submitted prior to October so the TF agenda can be considered because October 1 budget decisions may already be made.</li> <li>- School Attendance Task Force – Launch Info No update, no members in attendance</li> <li>- CYPB Annual Planning Meeting – 2 parts <ul style="list-style-type: none"> <li>1. Dinner w/guest speaker, 10/14</li> <li>2. Planning Day – Systems, 10/15</li> </ul> </li> </ul> <p>Guest Speaker is Time Wise. Open to the public. Locations are TBD.</p>	10 min	<p>Torin Sanders, Chair</p> <p>Angela Wiggins</p>	Inform/Discuss
9	<p>CYPB Board Information/Evaluation:</p> <ul style="list-style-type: none"> <li>- CYPB Historical/Structural Info Handout</li> <li>- Board Member Contract</li> <li>- Open Meeting Handout + Info: <ol style="list-style-type: none"> <li>1. Discuss law re: recording meeting</li> <li>2. Present CYPB plan for recording meetings, Posting at CYPB website, per External Affairs Committee of CYPB</li> </ol> </li> </ul> <p>Informed members of policy approach to recording at meetings which includes using the open/public mtg law to guide our policy. Policy will include the following:</p> <ul style="list-style-type: none"> <li>• Publicizing board meeting schedule and minutes on CYPB and City of NO websites</li> <li>• Contracting for visual recording services to be aired on CYPB website which will be the sole source of recording as this provides an independent perspective</li> <li>• Include a statement to inform public they are being recorded on CYPB agenda as well as a poster displayed at meetings and events</li> </ul> <p>Policy is a work in progress and will be presented to board for review and approval. External affairs Comm is also exploring the use of Zoom as a tool</p>	20 min	<p>Torin Sanders, Chair</p> <p>Monique Robinson, EAC Chair</p>	<p>Overviews of CYPB and member expectations</p> <p>Discussion/Affirm decorum expectations and approaches to meeting recordings, aligning with open/public meeting law</p> <p>Complete/submit member self-evaluation forms; Governance Committee with synthesize and prepare for next steps.</p>

	<p>to conduct committee meetings in the new year. Additional discussion concerning minors and the recording of their image or likeness. Paulette urged us to make sure they can be recorded under the open/public meeting law.</p> <p>- Board Member Self Evaluation Form to Complete</p> <p>Evaluation completed by 9 members in attendance. Larry Barabino recused himself as this was his 1<sup>st</sup> meeting.</p>			
10	<p>Executive Session:</p> <ul style="list-style-type: none"> <li>- Executive Director Performance Evaluation</li> <li>- Discussion re: role and needs</li> </ul> <p>ED Performance Evaluation completed by 9 members in attendance. Larry Barabino recused himself as this was his 1<sup>st</sup> meeting.</p>	15 min	Torin Sanders, Chair	<p>Members complete/submit ED Evaluations; Governance Committee will synthesize and prepare for next steps.</p> <p>Discussion</p>
11	<p><b>Meeting Wrap Up:</b></p> <ul style="list-style-type: none"> <li>- Remind Members to add to <b>CYPB Issue List</b></li> <li>- Announcements, if any</li> <li>. Summarize actions + next steps</li> </ul> <p><b>Adjourn</b></p>	5 min	Torin Sanders	Review/Document

74 minutes = total meeting time

\*Pending Quorum = 13 voting members