



2020 CYPB Meetings Matrix

Meeting Name/Type	Meeting Frequency	Meeting Dates	Meeting Time	Location
Board Meetings – Expanded to focus on: - Youth Master Plan (YMP): Birth – 24 years - Childhood Trauma Implementation Plan - Juvenile Justice; School Attendance - Systems Changes/Improvements	Bi-Monthly 6 meetings 2 nd Tuesdays	Jan. 14 th Mar. 10 th May 12 th July 14 th Sept. 15 th Nov. 10 th	11:00am- 1:30pm	United Way 2515 Canal St.
Annual Board Planning Meeting	1x per year 3 rd Tuesday	Oct. 13 th	9:00 – 2:30pm	TBD
CYPB Operating Committees:				
<ul style="list-style-type: none"> Governance Focus: Board Affairs Chair: Torin Sanders, Co-Chair: Kristina Kent 	Quarterly 4 meetings 1 st Tuesdays	Feb. 3 rd June 2 nd Aug. 4 th Dec. 1 st	9:30am – 10:30am	Virtual – Via ZOOM Access provided via calendar invite
<ul style="list-style-type: none"> Internal Affairs Focus: Organization Operations Chair: Todd Battiste 	Bi-Monthly 5 meetings	Feb. 21 st Apr. 17 th June 12 th Aug. 21 st Oct. 23 rd	3:30pm – 4:45pm	Virtual – Via ZOOM Access provided via calendar invite
<ul style="list-style-type: none"> External Affairs Focus: Public Relations, Message Movement, Outreach & Engagement Chair: Monique Robinson 	Quarterly 4 meetings	Feb. 6 th Apr. 2 nd July 9 th Sept. 10 th	3:30pm – 4:45pm	Virtual – Via ZOOM Access provided via calendar invite
<ul style="list-style-type: none"> Executive Committee Focus: Agenda Building for Board Meetings – content continuity and cohesion Chair: Torin Sanders 	Bi-Monthly 5 meetings 2 nd Fridays	Feb. 14 th Apr. 17 th June 12 th Aug. 14 th Oct. 9 th	9:30am – 10:30am	Virtual – Via ZOOM Access provided via calendar invite
Ad Hoc Task Forces:				
<ul style="list-style-type: none"> Juvenile Justice Chair: Kristina Kent 	Frequency TBD	Jan. 23 rd	11:30am – 1:30pm	TBD
<ul style="list-style-type: none"> School Attendance Task Force Co-Chair: Kristina Kent (Interim) Connie Bellone 	Monthly 4 th Mondays	Jan. 27 th Feb. 24 th Mar. 23 rd Apr. 27 th June 22 nd	1:00pm – 2:30pm	United Way 2515 Canal St.



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Notes:

Attendance expectations per bylaws:

Board Meetings:

All board members are expected to attend at least 70% 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 and move actions/decisions forward. 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 meeting valid. The minimum number of members present to make a quorum currently for CYPB is **13 members in good standing**.

Committee/Task Force Meetings:

All committee/task force members are expected to attend at least 70% of the scheduled meetings for the calendar year. Note that all CYPB operating meetings have been moved to the ZOOM format, so attendance is virtual. All task force meetings can accommodate a call-in feature to accept virtual attendance and participation. These arrangements have been made available for the convenience of members as an aide to improve and sustain attendance.