

MINUTES OF THE
BOARD OF DIRECTORS OF THE
MICHIGAN YOUTH EDUCATION FUND
(A Michigan Non-Profit Corporation)

1. CALL TO ORDER

The directors of the corporation named above, constituting the Board of Directors of this corporation, held a meeting at the time, on the day, and at the place set forth as follows:

Date: June 1, 2021

Time: 6:01 pm

Place: Videoconference

2. DIRECTORS PRESENT

The following directors, constituting a quorum of the Board, were present at the meeting:

Present: Madeleine Samuels, Kyle Biel, Joel Pagel, Austin Marsman, Marjorie Marks, Eric Siegrist (Ex-Officio), Gabrielle Tibbenham, Maddison McCulloch.

Absent: Kevin Freeman, Cynthia Collins, Lauren Moine.

3. AGENDA

The agenda was approved as presented.

4. READING OF MINUTES

The meeting minutes from the previous meeting were read and approved as presented.

5. REPORTS FROM OFFICERS

a. President's Report

- i. Samuels: Had a productive fundraising strategy meeting on the 20th, Siegrist and I will be working on more ideas for fundraising. Reach out if you are interested in helping.

b. Vice President's Report

- i. Absent

c. Treasurer's Report

i. Review of FY 2020 Financial Statements

1. Siegrist: Fiscal Year 2020 is almost complete, some variations in income statement balance sheet. Net total cash fundraiser is approximately \$4,000.00, currently \$3,500.00 in the bank.
2. Biel: Doing well financially, excited to see the future of the non-profit, and ability to see EOP funds being used. Additionally, elections are coming up and I have no intention to run for treasurer.

d. Secretary's Report

i. Absent, Resignation of Aidan Parrott

1. Samuels: Parrott resigned, so we will be holding an election during this meeting to find a new secretary.

e. Executive Director's Report

i. Program Updates

1. Siegrist: We received a \$1,000.00 grant from Network for Good to help with fundraising in the future, more details to come. There is a fundraising opportunity with Heavner Kayak and Canoe Rental in the Proud Lake Area possibly consisting of a raffle for day use, or a challenge event. Planning to use the grant for promotional materials.
2. Siegrist: Presented to Lakes Area Rotary on June 1, 2021 to talk about MiYEF, and how they can help in a partnership format, more details to come as it is still in the beginning stages.
3. Siegrist: Still working on converting rolling deadlines to set deadlines, more information to come.
4. Siegrist: Reaching out is our main priority right now. Word of mouth is traveling quickly, Spinal Column article is coming out soon.
5. Siegrist: Intern is doing great work compiling lists of contacts and counselors in Michigan.
6. Samuels: Can we do a Kayak Race?
7. Siegrist: Yes, a leaderboard or course is the idea. May require extra permits, working with them on it.
8. Pagel: Brought up plans for Giving Tuesday programming and posts.
9. Siegrist: Jaymi Gittens (Director of Communications) will have more insight on this, and she will plan the social engagement. Possibly will have a working group for social media. Current software allows Text to Give, and there are many more options.

6. NEW BUSINESS

a. Appointment of Nick Raak

- i. Samuels: Spoke about Raak's excellent qualifications and appointment. Asked for opposition.

1. No opposition to Raak's appointment.

b. Adoption of FY 2021 Budget

- i. Siegrist: Tentative Budget 2022, sent out prior to meeting. Budget is very conservative, and is based on previous year actuals. Expecting to raise \$4,500.00 in 2022 with a better understanding of current fundraising. Planning on \$3,000.00 in program expenses, for student and group grants, along with miscellaneous costs.
 - ii. Pagel: It looks great.
 - iii. Samuels: Budget is a good estimate, it is better to be conservative.
 - iv. Siegrist: It is a good year to hone programs and set us up for success.
- c. Board Leadership Election
 - i. President
 - 1. Samuels: Less formal election process, president will go first. I would like to keep the role and I am very open to feedback. Is there any opposition?
 - 2. Siegrist: I support Samuels, and if someone else wants to experience the role we can prepare for the next election.
 - ii. Secretary
 - 1. Samuels: Is there anyone interested in the position?
 - 2. Siegrist: Moine volunteered to take over the role of Secretary. We will no longer have a Vice President Position, as it is not necessary legally.
 - 3. Marsman: Do we need a motion?
 - 4. Siegrist: This is less formal, so we were planning on asking for opposition.
 - 5. Samuels: If there is no opposition, I fully support Moine as Secretary, she has done great work in the past. Assuming unanimous consent.
 - iii. Treasurer
 - 1. Samuels: Is anyone interested?
 - 2. Siegrist: Freeman volunteered to take over the role of Treasurer, if there is no opposition.
 - 3. Samuels: Any opposition? Assumed unanimous consent.
 - iv. Appointment of Board Members to Committees
 - 1. Siegrist: We have two committees, application review and finance, and if anyone is interested contact Samuels. Application review reviews grant applications and determines award amount. Finance committee reviews financial documents.
 - 2. Samuels: Prefers GVSU email for contact.
- d. Advocacy and Public Policy Discussion

- i. Siegrist: The board is responsible for deciding what current events need to be planned around, this being COVID-19. Policy is in place to work around it, and now it needs to be decided whether to lift the policy. A statement will be made following an update from the Board. This will be what the organization can fund, considering the current situation. Virtual versus In-Person events, and taking it to a district by district basis. We would lift the mandate and follow what the districts will do. Open to ideas, and discussion.
- ii. Marks: Agree with taking the lead from schools. Next 6-9-12 months will be very fluid, and we do not want to pigeonhole.
- iii. Siegrist: Agrees, we do not want to limit ourselves.
- iv. Samuels: Totally agree, it is good to take lead from the district especially with different demographics, and things are changing for the better so we should not close ourselves off to more in person events.
- v. Siegrist: Thank you, I agree. We do not have too much liability, and we need to make the decision of what is best for students.
- vi. Samuels: Marsman, do you have any input?
- vii. Marsman: Agrees, on a school board in Martin, MI they are mostly in person, but listening to local districts is very good
- viii. Siegrist: Statement will lift requirements on grant programs, to say that we are taking the districts option to choose how travel will be assessed. Language to come soon.
- ix. Marks: If we award grant money to an in-person event, and travel is restricted, is there language to protect us?
- x. Siegrist: There is language in the grant contracts, dictating that in the event that the grant cannot be completed, the money needs to be returned. Could add a "COVID-19" clause stating this.
- xi. Samuels: Supports contingency, that if no longer in compliance with the district, funds must be returned.
- xii. Siegrist: Agrees, include age of uncertainty and need for flexibility.

7. OLD BUSINESS

a. Adoption of 2025 Strategic Plan

- i. Siegrist: Includes mission, vision, values of MiYEF. Updated and edited mission, vision, values. Worked to make the document more clear. Updates to website and social media to come. Students will be empowered to access our resources.
- ii. All: General notes of corrections- Dates changed from 2021-2025 Strategic Plan.

- iii. Siegrist: Take a motion to adopt.
- iv. Samuels: Is there a motion to adopt this strategic plan?
- v. Marks: I would adopt.
- vi. Marsman: I second.
- vii. Samuels: Motion on the second, no further discussion. Vote taken, passes unanimously.

8. COMMENTS/ANNOUNCEMENTS

- a. Strategy Meeting Report
 - i. Samuels: There was a recent meeting on Strategy, it was very productive. Looking forward to new ideas and discussion with the new grant for fundraising.
- b. Board Involvement
 - i. Siegrist: Want to ensure connection from Board to Organization, willing to accommodate and delegate tasks to board members if they want to be connected. Want to push board involvement to make sure passions can be pursued. Reach out to new connections with MiYEF emails, and feel free to expand the organization. Material to come soon with new grant information and networking opportunities.
- c. Upcoming Fundraisers
 - i. Siegrist: Summer fundraiser details will come soon to emails, as well as Giving Tuesday information.
- d. Samuels and Siegrist: Would like to have a non-agenda meeting to get to know each other more.

9. ADJOURNMENT

- a. There was no further business, and upon motion made, seconded, and unanimously carried, it was;

RESOLVED, that all the items and documents have been examined by all directors, and are approved and adopted, and that all actions taken thus far have been ratified and approved by the directors of the corporation.

There being no further business, upon motion made and carried, the meeting was adjourned.

Date: June 1, 2021

Time: 6:44 pm (43 Minutes)