



## **Board Meeting**

Wednesday, January 22, 2013

**4:30 PM @ SAY Sí Central**

1518 South Alamo

### **AGENDA**

4:30 p.m.

#### **Welcome:**

- President's Comments: **Mike M.**

4:33 p.m.

#### **Consent Agenda:**

- November 2013 Board Minutes: **Molly**

4:35 p.m.

#### **Action Items:**

- 2014 Budget Review and Adoption: **Jordan**
- Board Committee Structures and Members & Determining Meeting Dates: **Dora**

5:00 p.m.

#### **Strategic Initiatives:**

- Organizational Updates: **Jon**  
Review of 2014 Calendar  
Review of 2013 annual appeal giving

5:15 p.m.

#### **New Business:**

- Fundraiser Update: Small Scale 2014
- Other New Business from the Floor

5:30 p.m.

#### **Announcements:**

Next Board Meeting: Wed., Feb. 26, 4:30 PM

Small Scale Preview & Award Night: Mach 6, 7-10 PM

Small Scale Reception for McNay/SAMA: Mon., March 10, 7-9 PM

Small Scale Auction: Fri. March 21, 7-10:30 PM

**To:** SAY Si Board  
**From:** Secretary, Beverly Schwartzman  
**Date:** 11/25/13  
**Subject:** October 23, 2013 Board Meeting Minutes

**Date:** 11/25/13

**11:40 AM Quorum Present**

**Present:** Susan Frost, Maureen Gonima, Michael Mazzei, Mike Schroeder, Molly Shafer, Melissa Sorola, Pablo Veliz, Dora Verde, Jordan Vexler and Jon Hinojosa, Executive Director

**Absent:** Martha Trevino

Mike Mazzei welcomed the board.

### **I. Action Items:**

**YTD Financials:** Mike Mazzei reviewed October 2013 Financials. Board made decision to move forward using Quick Book Financial Reports, supplemented with a fundraising report from Jon Hinojosa.

- Motion to approve the October financial report by Dora Verde
- Jordan Vexler seconds the motion
- Board approved the October 2013 Financials
  
- **Minutes:** Board reviewed the October 2013 Minutes.
  - Motion to approve the October 2013 Minutes by Susan Frost
  - Mike Schroeder seconds the motion
  - Board approved the October 2013 Minutes

### **II. Committee Reports | Strategic Initiatives:**

#### **Board Recruitment by Melissa Sorrola:**

Update on recruitment efforts and discussion of potential prospects. The Committee has met with and reviewed resumes of two potential prospects, Artist Victoria Suescum and Rackspace Project Manager Karin Cole.

- Motion to approve Suescum and Cole by Susan Frost
- Dora Verde seconds the motion
- Board approved Suescum and Cole to the SAY SI Board of Directors

Other possible candidates included:

Brian Lopez. Melissa Sorola will contact and request resume.

Adriana Bustamante from Rackspace.

Board members will review resumes and vote electronically.

### **Board Governance:**

The Board discussed and nominated a new Executive Committee:

Mike Mazzei – President  
Dora Verde – Vice President  
Jordan Vexler – Treasurer  
Susan Frost – Secretary

- Motion to approve the Executive Committee nominations by Maureen Gonima
- Mike Schroeder seconds the motion
- Board approved the new Executive Committee

### **Fundraising and Admin. Report by Jon Hinojosa:**

SAY Sí is currently working on designing it's annual appeal, board members are encouraged to submit contact information for possible donors.

Bohanan's is hosting a Cocktails Fundraiser on Tuesday, December 3, 5-7PM. A portion of sales from the specialty cocktails will be donated to SAY SI. As part of the Holiday on Houston St. event, SAY SI students designed and created commissioned ornaments.

SAY SI received Operational Funding from the City of San Antonio. SAY SI has received \$175,000 in city funding for five years.

SAY SI will no longer host exhibition space for the UTSA graduate program as the schedule was affecting SAY SI programming use of the space. Jon and Dr. Ricardo Romo will work on other opportunities for UTSA and SAY SI to partner.

SAY Sí will continue to seek out new local and national funding sources and will use the positive publicity from the Wallace Report to help with fundraising initiatives.

### **III. New Business/Updates:**

Discussion of board meeting schedule and frequency: The board discussed holding meetings every other month with committees meeting on off months. The board would like to continue to meet on the 4<sup>th</sup> Wednesday of every other month, but change the time to 4:30 PM instead of a lunch meeting. The Board decided to pilot this schedule for 6 months and commit to a minimum of 6 meetings a year.

- Motion to approve the new Board meeting schedule by Dora Verde
- Mike Mazzei seconds the motion
- Board approved the new Board meeting schedule

### **IV. Announcements:**

Holiday Social, Thursday, Dec. 12 at 7 PM

**12:55 PM Adjournment**

Operational Budget <b>DRAFT</b>	2014	NOTES / Rationale	2013 Budget	2013 Actuals
<b>Income</b>				
Commissions & Sales	\$ 20,000.00	increase based on 2013 actuals	\$ 15,000.00	\$ 26,554.00
Earned Income - Onsite Workshops	\$ 5,000.00	New: pilot tuition based programs	\$ 5,000.00	\$ -
Facilities Rental	\$ 5,000.00	facility rentals [minor]	\$ 65,000.00	\$ 3,075.00
Donations	\$ 110,000.00	based on 2013 actuals & budget	\$ 110,000.00	\$ 100,930.00
Grants	\$ 685,000.00	see attached	\$ 600,000.00	\$ 617,690.00
Special Events	\$ 100,000.00	decrease based on 2013 actuals	\$ 110,000.00	\$ 80,660.00
Other Income [Building]	\$ -	line item based on capital project	\$ -	\$ 64,046.00
<b>Income</b>	<b>\$ 925,000.00</b>	<b>\$20,000 increase based on 2013 actuals &amp; budget</b>	<b>\$ 905,000.00</b>	<b>\$ 892,955.00</b>
<b>Income Total</b>	<b>\$ 925,000.00</b>	<b>NOTES / Rationale</b>	<b>\$ 905,000.00</b>	<b>\$ 892,955.00</b>
<b>Program Expense</b>				
Art Supplies	\$ 15,000.00	same as 2013 budget	\$ 15,000.00	\$ 11,383.00
Media Art Materials/Supplies	\$ 16,000.00	based on new gaming program	\$ 12,000.00	\$ 8,835.00
Theatre Supplies	\$ 5,000.00	same as 2013 budget	\$ 5,000.00	\$ 5,087.00
Equipment Lease	\$ 20,000.00	increase based on new leases	\$ 30,000.00	\$ 11,662.00
Visiting Artists	\$ 10,000.00	slight decrease	\$ 12,000.00	\$ 1,557.00
Scholastic Affiliation	\$ -	Fees for Art & Writing affiliation [awash]	\$ 2,000.00	\$ (2,136.00)
Community Program Supplies	\$ 5,000.00	decrease based on 2013 actuals	\$ 5,500.00	\$ 379.00
Board, Staff & Student Development	\$ 20,000.00	Increase based on strategic planning	\$ 5,000.00	\$ 4,922.00
<b>Total: Program Expense</b>	<b>\$ 91,000.00</b>	<b>\$4,500 increase from 2013 budget amount</b>	<b>\$ 86,500.00</b>	<b>\$ 41,689.00</b>
<b>Payroll</b>				
Payroll Expense	\$ 450,000.00	addition of 1 FT positions 2PT and merit/market rates	\$ 440,000.00	\$ 368,504.00
Payroll Service Fee	\$ 3,500.00	decrease based on 2013 actuals	\$ 4,000.00	\$ 3,248.00
Payroll Tax Expenses	\$ 40,000.00	based on 2013 and new staffing	\$ 41,000.00	\$ 36,965.00
Employee Benefits/Medical	\$ 26,000.00	1 FT position added	\$ 24,000.00	\$ 21,444.00
<b>Total: Payroll Expense</b>	<b>\$ 519,500.00</b>	<b>\$10,500 increase from 2013 budget</b>	<b>\$ 509,000.00</b>	<b>\$ 430,161.00</b>
<b>Overhead</b>				
Bank & Finance Charges	\$ 12,000.00	based on 2013 actuals	\$ 6,500.00	\$ 12,307.00
Insurance	\$ 18,000.00	based on 2013 actuals	\$ 22,000.00	\$ 13,018.00
Postage and Delivery	\$ 4,000.00	Increase based on 2013 actuals	\$ 6,000.00	\$ 1,190.00
Professional Fees	\$ 12,000.00	increase from 2013 actuals	\$ 15,000.00	\$ 7,944.00
Supplies: Building, Office, Ref.	\$ 35,000.00	same	\$ 35,000.00	\$ 31,172.00
Vehicle/Mileage	\$ 4,500.00	Increase based on 2013 actuals	\$ 4,000.00	\$ 5,282.00
Travel	\$ 6,500.00	same	\$ 6,500.00	\$ 7,788.00
<b>Total: Admin. Expense</b>	<b>\$ 92,000.00</b>	<b>\$3,000 decrease based on 2013 actuals &amp; budget</b>	<b>\$ 95,000.00</b>	<b>\$ 78,701.00</b>
<b>Facility</b>				
Building Loan   Fees	\$ 55,000.00	slight increase based on new loan	\$ 48,000.00	\$ 46,824.00
Facility Maintenance/Repairs	\$ 10,000.00	decrease based on 2013 actuals	\$ 12,000.00	\$ 10,094.00
Contract Labor	\$ 28,000.00	same	\$ 28,000.00	\$ 26,420.00
Utilities	\$ 65,000.00	30% prorated increase based on actuals	\$ 70,000.00	\$ 61,811.00
Capital Equipment/Furnishings	\$ 15,000.00	line item based on capital project	\$ -	\$ 93,593.00
<b>Total: Facility Expense</b>	<b>\$ 173,000.00</b>	<b>\$15,000 increase based on 2013 actuals &amp; budget</b>	<b>\$ 158,000.00</b>	<b>\$ 238,742.00</b>
<b>Marketing</b>				
PR/Dues/Resources and Art Aqu.	\$ 10,000.00	increase - 20th anniversary	\$ 6,500.00	\$ 6,488.00
Special Event's	\$ 35,000.00	decrease based on 2013 actuals	\$ 40,000.00	\$ 21,993.00
Printing and Reproduction	\$ 4,500.00	decrease based on 2013 actuals	\$ 10,000.00	\$ 2,719.00
<b>Total: Marketing Expense</b>	<b>\$ 49,500.00</b>	<b>\$7,000 decrease based on 2013 budget</b>	<b>\$ 56,500.00</b>	<b>\$ 31,200.00</b>
<b>Total Expense</b>	<b>\$ 925,000.00</b>			
<b>Expense Total</b>	<b>\$ 925,000.00</b>	<b>increase based on 2013 budget &amp; actuals</b>	<b>\$ 905,000.00</b>	<b>\$ 820,493.00</b>

2014 Income Projections	2014 Income	Rationale
Commissions & Sales	\$ 20,000.00	increase based on 2013 actuals
Earned Income - Onsite Workshops	\$ 5,000.00	New: pilot tuition based programs
Facilities Rental	\$ 5,000.00	facility rentals [minor]
Donations	\$ 110,000.00	based on 2013 actuals & budget
Grants	\$ <b>685,000.00</b>	see below
Special Events	\$ 100,000.00	decrease based on 2013 actuals
Other Income [Building]	\$ -	line item based on capital project
<b>Total Income</b>	<b>\$ 925,000.00</b>	<b>\$20,000 increase based on 2013 actuals &amp; bud.</b>

Grants 2014:		
City of San Antonio [HMTF]	\$ 175,000.00	5th year of stagnant funding
Kronkoksy Foundation	\$ 100,000.00	on-going commitment / will request
TX Commission on the Arts	\$ 8,000.00	on-going commitment / will request
Valero Foundation	\$ 50,000.00	on-going commitment / will request
Chase Foundation	\$ 15,000.00	New potential funding
The Fund [local united arts fund]	\$ 2,500.00	on-going commitment
National Endowment for the Arts	\$ 25,000.00	new 2014 request
Surdna Foundation	\$ 30,000.00	on-going commitment / will request
New National Funding	\$ 21,000.00	anticipated/based on Wallace white paper pub.
King William Assoc.	\$ 15,000.00	on-going commitment / will request
Dickson-Allen Foundation	\$ 10,000.00	on-going commitment / will request
Starbucks Foundation	\$ 25,000.00	on-going commitment / will request
Rackspace Foundation	\$ 25,000.00	on-going commitment / will request
San Antonio Area Foundation	\$ 28,000.00	on-going commitment / will request
Local Small Found & Corp Support	\$ 20,000.00	new challenge
Pryor - Frost Bank	\$ 15,000.00	highly likely based on past support [equipment]
Greehy Family Foundation	\$ 25,000.00	on-going commitment / will request
BofA Trusts	\$ 5,000.00	based on past support
TG	\$ 90,500.00	committed [2nd year grant cycle]
<b>Grant Total</b>	<b>\$ 685,000.00</b>	<b>\$85,000 increase based on 2013 budget</b>

2013 Income	2013 Projected	2013 ACTUALS	Difference
Commissions & Sales	\$ 15,000.00	\$ 26,554.00	\$ 11,554.00
Earned Income - Onsite Workshops	\$ 5,000.00	\$ -	[\$5,000.00]
Facilities Rental	\$ 65,000.00	\$ 3,075.00	[\$61,925.00]
Donations	\$ 110,000.00	\$ 100,930.00	\$ 9,070.00
Grants [see below]	\$ 600,000.00	\$ 617,690.00	\$ 17,690.00
Special Events	\$ 110,000.00	\$ 80,660.00	[\$29,340.00]
Other Income	\$ -	\$ 64,046.00	\$ 64,046.00
<b>Total Income:</b>	<b>\$ 905,000.00</b>	<b>\$ 892,955.00</b>	<b>[\$12,045.00]</b>

Grants 2013:	2013 Projected	2013 ACTUALS	Difference
City of San Antonio [HMTF]	\$ 225,000.00	\$ 175,000.00	[\$50,000.00]
Kronkoksy Foundation	\$ 125,000.00	\$ 125,000.00	\$ -
TX Commission on the Arts	\$ 7,500.00	\$ 7,400.00	[\$100.00]
Valero Foundation	\$ 25,000.00	\$ 55,000.00	\$ 30,000.00
Chase Foundation	\$ 25,000.00	\$ -	\$ -
The Fund [local united arts fund]	\$ 2,500.00	\$ 1,500.00	[\$1,000.00]
National Endowment for the Arts	\$ 20,000.00	\$ -	[\$20,000.00]
Surdna Foundation	\$ -	\$ -	\$ -
New National Funding	\$ 20,000.00	\$ -	[20,000.00]
King William Assoc.	\$ 15,000.00	\$ 15,000.00	\$ -
Dickson-Allen Foundation	\$ 10,000.00	\$ 10,000.00	\$ -
Starbucks Foundation	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
Rackspace Foundation	\$ 15,000.00	\$ 7,500.00	[\$7,500.00]
San Antonio Area Foundation	\$ 20,000.00	\$ 47,840.00	\$ 27,840.00
Local Small Found & Corp Support	\$ 20,000.00	\$ 15,000.00	[\$5,000.00]
Pryor - Frost Bank	\$ 10,000.00	\$ 15,000.00	\$ 5,000.00
Greehy Family Foundation	\$ 25,000.00	\$ 25,000.00	\$ -
BofA Trusts	\$ 5,000.00	\$ -	[\$5,000.00]
New Regional/National support	\$ 10,000.00	\$ 3,000.00	[\$7,000.00]
TG	\$ -	\$ 90,450.00	\$ 90,450.00
<b>Total Grants</b>	<b>\$ 600,000.00</b>	<b>\$ 617,690.00</b>	<b>\$ 17,690.00</b>

**Executive Committee:** The Executive Committee shall be composed of the President, Vice President, Treasurer, Secretary, Advisory Chair, Michael J. Schroeder, and Executive Director. The Executive Committee shall preview and set the Board agenda for all regular and special meetings, review progress of all committees, serve as the primary consultant to the Executive Director, and provide an annual performance evaluation of the Executive Director and compensation recommendation to the Board.

**Chair:** Mike Mazzei

**Members:** President, Dora Verde, VP, Molly Shafer, Secretary, Jordan Vexler, Treasurer and Mike Schreder, Founder.

#### **Finance Committee**

**Focus:** The Finance Committee shall be composed of at least two (2) Directors. The Committee shall review financial needs of the agency with respect to its present and future programs. It shall also recommend, approve, and present the budget to the Board for approval; review the current fiscal year's operations; submit any relevant reports to the Board; and maintain the Corporation's financial policies. On an annual basis, the Finance Committee shall engage a certified public accountant to audit the financial records and transactions of the Corporation and submit an independent audit report to the Board of Directors. The Finance Committee shall also review, monitor, and direct all investments and maintain the Corporation's Investment Policy.

**Chair:** Jordan

**Members:**

#### **Governance and Administration**

**Focus:** The Governance and Administrative Committee shall be composed of at least two (2) Directors. The Committee shall be responsible for Board development and maintenance of the Corporation's organizational documents. The Governance and Administrative Committee shall present a slate of nominees for election to the Board of Directors at the December meeting and individual nominees for election throughout the year consistent with Section 3.01. It shall further be the duty of the Governance Committee to prepare a slate of Directors to be elected as officers. Nominations for officers will be considered at the Board's November meeting. The Governance Committee shall then present a slate of officers for election at the Board's December meeting. The Governance Committee shall also maintain the organizational documents and any governance policies of the Corporation and review such documents annually to determine if changes are necessary. The Committee shall make recommendations to the Board if any changes are necessary.

**Co-Chairs:** Dora

**Members:**

#### **Development Committee**

**Focus:** Development Committee. The Development Committee shall consist of at least two (2) Directors. This Committee provides oversight for fund development, marketing and public relations. The Committee shall formulate plans and programs directed toward ensuring continued financial support of the Corporation, including grants and special gifts from individuals, groups, foundations, and governmental bodies. It shall also be the duty of this Committee to seek out and develop marketing and public relations opportunities to help increase awareness of, and support for, the Corporation.

**Chair:** Jordan

**Members:**

#### **Special Events Committee**

**Focus:** Special Events Committee. The Special Events Committee shall consist of at least two (2) Directors. The Chair of the Committee may establish subcommittees and, with the approval of President of the Board, may appoint members to such subcommittee. The purpose of the Special Events Committee is to facilitate any special events and special fundraising programs. The Special Events Committee shall also be responsible for soliciting sponsorships and obtaining board participation for such events.

**Chair:**

**Members:**

**Organizational report, 2014 calendar and Small Scale update will be provided at the meeting.**



**Board Meeting**

Wednesday, March 26, 2013

**4:30 PM @ SAY Si Central**

1518 South Alamo

**AGENDA**

4:30 p.m.

**Welcome:**

- President's Comments

4:35 p.m.

**Consent Agenda:**

- January 2014 Board Minutes
- YTD Budget Review

4:45 p.m.

**Board Committee Reports**

- Finance/Development
- Special Events
- Governance
- Executive

5:30 p.m.

**Resource Development**

- Leadership Council – developing relationships between board and leadership council members
- Board Development Opportunity

5:45 p.m.

**Operational**

- Executive Directors Report and Resources Update

5:55 p.m.

**Announcements:**

SAY SI Student Events: Friday, April 4 & 5

Visit [saysi.org](http://saysi.org) for details

Next Board Meeting: Wed., May 28, 4:30 PM



**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 01/22/2014  
**Subject:** January Meeting Minutes

**Date:** 01/22/2014

**5:40 PM Quorum Present**

**Present:** Adrianna Bustamante, Bryan Lopez, Michael Mazzei, Mike Schroeder, Molly Shafer, Melissa Sorola, Victoria Suescum, Pablo Veliz, Dora Verde, Jordan Vexler and Jon Hinojosa, Executive Director

**Absent:** Martha Trevino

Mike Mazzei welcomed the board, and new members: Adrianna Bustamante, Bryan Lopez and Victoria Suescum. All members gave brief introductions and spoke about the relevance of the organization to them and the community.

### **I. Consent Agenda Items:**

- **Minutes:** Board reviewed the November 2013 Minutes.
  - Motion to approve the November 2013 Minutes by Dora Verde
  - Jordan Vexler seconds the motion
  - Board approved Minutes

### **II. Action Items:**

- **2014 Budget:** Jordan provided information on the SAY SI 2014 Draft Budget: The budget increased *slightly* based on both projections and the 2013 budget actuals. A focus on creating a reserve fund of \$25,000 for the organization was articulated and discussed. The specific line items were also articulated and presented.

Board members provided information on the budget and moved to adopt the budget as presented:

- Motion to approve the 2014 Budget by Jordan Vexler
- Dora Verde seconds the motion
- Board unanimously approved the 2014 Budget

### **III. Committee Structures and Members:**

- The Board discussed the committee structures and all agreed to advance the work of SAY SI in the following ways:

**Finance Committee, Chair:** Jordan Vexler, **Members:** Mike Mazzei, Adrianna Bustamante

**Governance and Administration: Chair:** Dora Verde, **Members:** Bryan Lopez and Molly Shafer

**Development Committee, Chair:** Mike Schroeder, **Members:** Mike Mazzei, Adriana Bustamante

**Special Events Committee: Chair:** Melissa Sorola, **Members:** Victoria Suescum and Pablo Veliz

#### **IV. Organizational Updates: Programming Report by Jon Hinojosa:**

SAY Sí will continue to seek out new local and national funding sources and will use the positive publicity from the Wallace Report to help with fundraising initiatives. Discussion of 2014 Program calendar, celebrating our 20<sup>th</sup> anniversary was presented, and our annual appeal breakdown was provided.

The board also discussed the new meeting schedule every other month with committees meeting on off months. The board would like to continue to meet on the 4<sup>th</sup> Wednesday of every other month, and agreed to pilot this schedule for 6 months.

#### **V. New Business:**

An update on the 2014 Small Scale event was presented and members articulated how important this earned income opportunity is. Moving back to board members selling tickets to the event and working to increase underwriting was included in the conversation.

New business included a discussion on the opportunity to include strategic planning and board development in 2014. Funding from the San Antonio Area Foundation will provide these important initiatives.

After announcements the meeting concluded.

#### **6:15 PM Adjournment**

15-Mar-14

**ASSETS**

Current Assets

Checking/Savings

Frost Operating 4122	\$ 210,012.35
Frost Payroll 5056	\$ 184.47
Frost Campaign 9655	\$ 31,533.33
Petty Cash	\$ 611.00

Total Checking/Savings **\$ 242,341.15**

**Accounts Receivable**

Accounts Receivable	\$ (365.00)
Grants Recievable	\$ 54,021.19
Total Accounts Receivable	\$ 53,656.19
Other Current Assets	\$ 4,153.95

Total Current Assets **\$ 300,151.29**

**Fixed Assets**

BUILDING	\$ 750,000.00
BUILDING Improvements	\$ 1,887,753.93
Other Assets	\$ 259,985.02
Accumulated Depreciation	\$ (570,021.00)
Total Fixed Assets	\$ 2,327,717.95

TOTAL ASSETS **\$ 2,627,869.24**

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	\$ 64,250.71
College Funds Payable	\$ 11,118.37

Total Accounts Payable **\$ 75,369.08**

Credit Cards

ALL CREDIT ACCOUNTS	\$ 25,253.23
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Total Credit Cards **\$ 25,253.23**

Other Current Liabilities

AiE - Scholarships Payable	\$ 8,136.00
Line of Credit	\$ 213,167.04
Other Current Liabilities	\$ 1,506.42
Total Other Current Liabilities	\$ 222,809.46

Total Current Liabilities **\$ 323,431.77**

Long Term Liabilities

Frost Construction Loan	\$ 454,163.10
Frost Vehicle Loan	\$ 4,942.62
Total Long Term Liabilities	\$ 459,105.72

Total Liabilities **\$ 782,537.49**

Equity

Retained Earnings	\$ 1,959,921.34
Net Income	\$ (114,589.59)
Total Equity	\$ 1,845,331.75

TOTAL LIABILITIES & EQUITY **\$ 2,627,869.24**

	Jan 1 - Mar 15, 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
Income				
Building Fund [reserve]	\$ -	\$ 25,000.00	\$ (25,000.00)	0
Commissions & Sales	\$ 1,725.00	\$ 20,000.00	\$ (18,275.00)	0.086
Earned Income-Onsite Workshops	\$ -	\$ 5,000.00	\$ (5,000.00)	0
Facilities Rental	\$ 600.00	\$ 5,000.00	\$ (4,400.00)	0.12
DONATIONS	\$ 12,945.70	\$ 110,000.00	\$ (97,054.30)	0.118
GRANTS	\$ 67,000.00	\$ 685,000.00	\$ 618,000.00	0.021
SPECIAL EVENTS	\$ 14,500.00	\$ 100,000.00	\$ (85,500.00)	6.5
<i>Total Income</i>	<u>\$ 44,270.70</u>	<u>\$ 950,000.00</u>	<u>\$ (905,729.30)</u>	<u>6.845</u>
<b>Expense</b>				
1 PROGRAM EXPENSE	\$ 10,354.40	\$ 91,000.00	\$ (80,645.60)	0.114
2 PAYROLL BENEFITS	\$ 77,170.34	\$ 519,500.00	\$ (442,329.66)	0.149
3 ADMINISTRATION & OVERHEAD	\$ 8,694.99	\$ 112,000.00	\$ (103,305.01)	0.078
4 FACILITY & MAINTENANCE	\$ 27,108.51	\$ 158,000.00	\$ (130,891.49)	0.172
5 MARKETING EXPENSE	\$ 6,132.05	\$ 49,500.00	\$ (43,367.95)	0.124
Total Expense	\$ 129,460.29	\$ 930,000.00	\$ (800,539.71)	0.139
<i>Net Ordinary Income</i>	<u>\$ (85,189.59)</u>	<u>\$ 20,000.00</u>	<u>\$ (105,189.59)</u>	<u>-4.259</u>
<b>Other Income/Expense</b>				
Other Income				
Building Capital Campaign	\$ 100.00	\$ -	\$ 100.00	1
Project ABC	\$ 500.00	\$ -	\$ 500.00	1
Special Projects Income	\$ -	\$ -	\$ -	0
INTEREST Income	\$ -	\$ -	\$ -	0
Disposition of Assets	\$ -	\$ -	\$ -	0
Miscellaneous Income	\$ -	\$ -	\$ -	0
Sales Tax Disc. or (Penalty)	\$ -	\$ -	\$ -	0
<i>Total Other Income</i>	<u>\$ 600.00</u>	<u>\$ -</u>	<u>\$ 600.00</u>	<u>1</u>
<b>Other Expense</b>				
Reimbursed Expenses	\$ -	\$ -	\$ -	0
Capital Expenditures	\$ -	\$ -	\$ -	0
Project ABC Expenses	\$ -	\$ -	\$ -	0
Outreach - SPECIAL PROJECTS	\$ -	\$ -	\$ -	0
Debt Payment	\$ -	\$ -	\$ -	0
BUILDING Capital Camp. exp	\$ -	\$ -	\$ -	0
Other Expense	\$ -	\$ -	\$ -	0
Total Other Expense	\$ -	\$ -	\$ -	0
<i>Net Other Income</i>	<u>\$ 600.00</u>	<u>\$ -</u>	<u>\$ 600.00</u>	<u>0</u>



## **Board Meeting**

Wednesday, May 28, 2013

**4:30 PM @ SAY Sí Central**  
1518 South Alamo

### **AGENDA**

4:30 p.m.

#### **Welcome:**

- President's Comments

4:35 p.m.

#### **Consent Agenda:**

- March 2014 Board Minutes
- YTD Financials

4:45 p.m.

#### **Action Items:**

- Review short and long-term debt and discuss the impact on organizational goals/growth strategy.

5:05 p.m.

#### **Board Committee Activities/Reports**

- Governance/Executive: Review ED 2014 performance goals & salary recommendations.
- Special Events: Discuss progress on planning for the proposed fundraiser to meet the Kronkosky challenge.
- Finance/Development: Update on fundraising progress.

5:45 p.m.

#### **Resource Development**

- Leadership Council – Update on upcoming meeting that board members are invited to.
- Board Development Opportunity: Update on Fundraising Session with Facilitator Rose Mary Fry.

5:55 p.m.

#### **Operational**

- Executive Directors Report and Resources Update

#### **Announcements:**

Leadership Council Meeting: Wed., June 25, 4:30 PM

July SAY SI Exhibit & Performances: July 11, 6 PM

Next Board Meeting: Wed., July 23, 4:30 PM

**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 03/26/2014  
**Subject:** March Meeting Minutes

**Date:** 03/26/2014

**4:34 PM Quorum Present**

**Present:** Mike Schroeder, Molly Shafer, Melissa Sorola, Pablo Veliz, Dora Verde, Michael Mazzei, Jordan Vexler and Jon Hinojosa, Executive Director

**Absent:** Adriana Bustamante, Bryan Lopez, Victoria Suescum and Martha Trevino

Dora Verde, Vice President, welcomed the board and thanked them for attending and supporting Small Scale 2014. She articulated how working together we came make great things happen for the organization.

### **I. Consent Agenda Items:**

- **Minutes:** Board reviewed the January 2014 Minutes.
  - Motion to approve the January 2014 Minutes by Mike Schroeder
  - Molly Shafer seconds the motion
  - Board approved Minutes unanimously

### **II. Action Items:**

- **Year to Date Financials:** Jordan Vexler provided information on the current balance sheet and budget vs. actual [1<sup>st</sup> Quarter] for the organization. Due to the meeting being held before the close of the month and our current staffing, the financials had not been reconciled.
  - Board members discussed the information and decided to table approval of the financials.

### **III. Committee Reports:**

#### **Finance & Development Committee Report - Mike Schroeder:**

[Handout distributed]. The committee met and spoke on a variety of issues on how to build support for SAY Si. A discussion of cold calls and increased fundraising skill-sets for the board was discussed. The committee provided a list of companies and funders who they felt would be great targets for funding:

- NuStar Energy
- South Texas Wealth Management
- Nordstrom's
- Macy's

Additionally, the committee spoke on the opportunity of building support through the Big Give SA 24-hour event that is taking place on May 6, 2014. The staff will send out additional information to the board on how they can participate and strengthen the fundraising event for the organization.

**Special Events Committee Report:** - Melissa Sorola:

[Handout distributed]. Melissa thanked the staff for doing a great job of publicizing the event through regular and social media. She reported that the gross total \$76,636 and requested members to please work to pay their ticket sales. The discussion on the event focused on ways to increase underwriting for 2015 and to expand the opportunity to raise earned income for the organization.

**Governance and Administration Report** - Dora Verde:

Dora updated the board on the work of the governance committee. They met and discussed/reviewed the current by-laws, reviewed the current organizational policies and understood they would be responsible for recruiting new members and the slate of officers. This committee is also responsible for assessing the director annually, but currently they executive committee is in that process.

**Executive Committee Report** – Dora Verde/Mike Mazzei

It was reported that the executive committee met 2 weeks prior, and were working on the director's assessment. They have developed a timeline and process and are committed to making sure that it moves forward on an annual basis.

**IV. Resource Development:**

**Leadership Council:** The board discussed strengthening was to connect to the council and working to expand the resources for the organization – both in formal and informal ways. A reception at one of the council or board members home was articulated.

**Board Development Opportunity:** Through funding from the Area Foundation the board will be working with Rose Mary Fry to strengthen a “joint partnership” and funding opportunities for the organization. Information on sessions will be sent to the board.

**V. Organizational Updates:** Programming Report by Jon Hinojosa:

Jon provided the board with programming updates and information and announced that the Kronkosky Foundation has committed to operational support and a \$25,000 Board challenge grant for long-term debt reduction. Molly Dupnick the grant manager will schedule a time to present the information to the board.

After announcements the meeting concluded.

**6:15 PM Adjournment**

say si  
**Balance Sheet**  
**As of May 15, 2014**

	<b>May 15, 14</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Frost Operating 4122	\$ 212,666.11
Frost Payroll 5056	\$ 494.55
Frost Campaign 9655	\$ 54,187.65
Petty Cash	\$ 611.00
<b>Total Checking/Savings</b>	\$ 267,959.31
<b>Accounts Receivable</b>	
Accounts Receivable	\$ (365.00)
Grants Recievable	\$ 1,521.19
<b>Total Accounts Receivable</b>	\$ 1,156.19
<b>Other Current Assets</b>	\$ 2,653.95
<b>Total Current Assets</b>	\$ 271,769.45
<b>Fixed Assets</b>	
BUILDING	\$ 750,000.00
BUILDING Improvements	\$ 1,887,753.93
Other Assets	\$ 259,985.02
Accumulated Depreciation	\$ (570,021.00)
<b>Total Fixed Assets</b>	\$ 2,327,717.95
<b>TOTAL ASSETS</b>	<b>\$ 2,599,487.40</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	\$ 80,424.97
College Funds Payable	\$ 11,118.37
<b>Total Accounts Payable</b>	\$ 91,543.34
<b>Credit Cards</b>	\$ 19,126.16
<b>Other Current Liabilities</b>	
Line of Credit	\$ 220,781.50
<b>Total Other Current Liabilities</b>	\$ 220,781.50
<b>Total Current Liabilities</b>	\$ 331,451.00
<b>Long Term Liabilities</b>	\$ 459,105.72
<b>Total Liabilities</b>	\$ 790,556.72
<b>Equity</b>	
Retained Earnings	\$ 1,959,921.34
Net Income	\$ (150,990.66)
<b>Total Equity</b>	\$ 1,808,930.68
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 2,599,487.40</b>



say si  
**Profit & Loss Budget vs. Actual**  
January 1 through May 15, 2014

	<u>Jan 1 - May 15, 14</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Building Fund [reserve]	\$ -	\$ 25,000.00	\$ (25,000.00)	0.0%
Commissions & Sales	\$ 2,025.00	\$ 20,000.00	\$ (17,975.00)	10.13%
Earned Income-Onsite Workshops	\$ -	\$ 5,000.00	\$ (5,000.00)	0.0%
Facilities Rental	\$ 2,100.00	\$ 5,000.00	\$ (2,900.00)	42.0%
DONATIONS	\$ 13,624.81	\$ 110,000.00	\$ (96,375.19)	12.39%
GRANTS	\$ 143,000.00	\$ 685,000.00	\$ (542,000.00)	20.88%
SPECIAL EVENTS	\$ 41,550.00	\$ 100,000.00	\$ (58,450.00)	41.55%
Uncategorized Income	\$ -	\$ -	\$ -	0.0%
<b>Total Income</b>	<u>\$ 202,299.81</u>	<u>\$ 950,000.00</u>	<u>\$ (747,700.19)</u>	<u>21.3%</u>
<b>Expense</b>				
1 PROGRAM EXPENSE	\$ 20,970.90	\$ 91,000.00	\$ (70,029.10)	23.05%
2 PAYROLL BENEFITS	\$ 156,312.15	\$ 519,500.00	\$ (363,187.85)	30.09%
3 ADMINISTRATION & OVERHEAD	\$ 16,591.97	\$ 112,000.00	\$ (95,408.03)	14.81%
4 FACILITY & MAINTENANCE	\$ 40,421.96	\$ 158,000.00	\$ (117,578.04)	25.58%
5 MARKETING EXPENSE	\$ 8,287.81	\$ 49,500.00	\$ (41,212.19)	16.74%
66000 - Payroll Expenses	\$ -	\$ -	\$ -	0.0%
<b>Total Expense</b>	<u>\$ 242,584.79</u>	<u>\$ 930,000.00</u>	<u>\$ (687,415.21)</u>	<u>26.08%</u>
<b>Net Ordinary Income</b>	<u>\$ (40,284.98)</u>	<u>\$ 20,000.00</u>	<u>\$ (60,284.98)</u>	<u>-201.43%</u>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Building Capital Campaign	\$ 100.00	\$ -	\$ 100.00	100.0%
Project ABC	\$ 500.00	\$ -	\$ 500.00	100.0%
<b>Total Other Income</b>	<u>\$ 600.00</u>	<u>\$ -</u>	<u>\$ 600.00</u>	<u>100.0%</u>
<b>Other Expense</b>				
Capital Expenditures	\$ 58,805.68	\$ 15,000.00	\$ 43,805.68	392.04%
Other Expense	\$ -	\$ -	\$ -	0.0%
<b>Total Other Expense</b>	<u>\$ 58,805.68</u>	<u>\$ 15,000.00</u>	<u>\$ 43,805.68</u>	<u>392.04%</u>
<b>Net Other Income</b>	<u>\$ (58,205.68)</u>	<u>\$ (15,000.00)</u>	<u>\$ (43,205.68)</u>	<u>388.04%</u>
<b>Net Income</b>	<u><u>\$ (98,490.66)</u></u>	<u><u>\$ 5,000.00</u></u>	<u><u>\$ (103,490.66)</u></u>	<u><u>-1,969.81%</u></u>

Special Events committee update as of May 15, 2014

In attendance: Melissa Sorola, Pable Veliz, Victoria Suescum

Objective: Engage all board members in raising \$25,000 for the Kronkosky match grant.

Strategy: Host an event that will meet the fundraising goal, secures new givers, creates more awareness about SAY Sí.

Format: Lunch with guest speaker

Potential speakers/topic:

- Arne Duncan, Secretary of Education; education and the arts
- Cheech Marin, actor/philanthropist; arts, community
- Dr. Ricardo Romo, President of UTSA/artist/collector: education and the arts, his personal arts collection

Next steps in securing speaker:

- Duncan – Need a connection to the White House that could make connection to secure Duncan; we're requesting all board help in securing a speaker
- Marin – Victoria has some connections she is reaching out to
- Romo – existing SAY Sí relationship

Venue:

- Pearl Stables or Studio – Melissa has put in request for pricing, availability, and preferred caterers
- Witte Museum – Molly has spoken with their President who has offered the Witte at no cost
- SAY Sí – last option as venue since there is no cost for rental

Catering

- CIA – if we go with the Pearl, the CIA would be a nice option for a simple, inexpensive meal; Victoria has a connection at CIA and is reaching out to see who we should speak with

Misc:

- Suggested program would feature:
  - Video introduction featuring overview of SAY Si
  - Testimonial from SAY Si student/alumni
  - Keynote speaker

Table/ticket pricing suggestions:

- 100 seats at \$250     \$25,000
- 250 seats at \$100     \$25,000
- Sponsorship/underwriting packages TBD
- Additional fundraising tactics at the event will include:
  - Centerpieces created by SAY Si students for sale
  - Onsite "SAY Si store" with student work for sale
  - General ask at the event to make a gift

Ticket sales:

- Board and Leadership Council will be asked to sell tickets/secure sponsors/underwriters

Special events committee is also exploring a partnership with the San Antonio Hispanic Chamber of Commerce/Greater Chamber. Potential partnership could help with underwriting, sponsorship, ticket sales, promotion and securing of speaker.

**Wednesday, April 23, 2014**

**Development and full board meeting with Molly Dupnick, Grant Manager  
Kronkosky Foundation**

Following up from yesterday's discussion, I think it's safe to say we're in an exploratory phase to determine if a luncheon would be feasible and help us meet that \$25,000 goal. Here's a brief recap and action items from yesterday:

- **Kronkosky challenge grant – board responsible for raising \$25,000**
- **Deadline is end of November 2014**
- **Individual and new givers should be identified**
- **Idea was presented to have a luncheon that board would possibly underwrite to meet the match**
- **Other tactics will be brainstormed to help us meet our goal**
- **A separate mixer with the Leadership Council will be planned for some time in June. It is here where we'll roll out our plans to the Leadership Council**

Next steps:

Determine what costs would look like to host a luncheon

- **Bryan to ask Children's Museum about costs from their recent luncheon**
- **Jordan will talk to Cappy Lawton to see if there's an opportunity to host at one of his restaurants**
- **Melissa – I'll take on calling Pearl and Paesano's in Lincoln Heights to see what costs would look like there**

I know this week is kind of shot, but Bryan and Jordan, I'll check in with you early next week to see what you've found as far as estimates go.

We'll work to continue to keep the board updated and please send over any other thoughts/ideas.

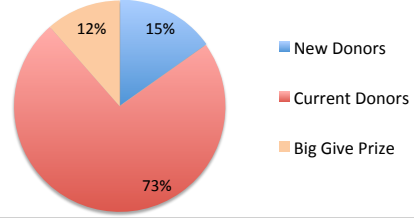
Notes submitted by Melissa Sorola and added to by Jon Hinojosa regarding Kronkosky Challenge Grant

### 2014 Big Give S.A. Breakdown

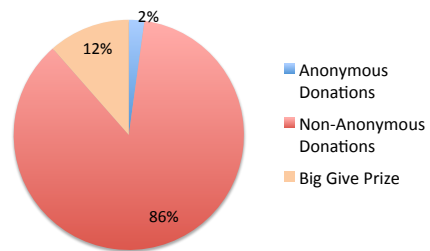
Constituency	Total	# of Individuals	Total Donations
Board Members	\$970.00	8	\$8,700.00
Donors	\$2,665.00	84	\$8,700.00
Leadership Council	\$3,420.00	10	\$8,700.00
Funder	\$50.00	2	\$8,700.00
Parents	\$595.00	8	\$8,700.00
Big Give Prize	\$1,000.00	0	\$8,700.00
<b>New Donors</b>	<b>\$1,320.00</b>	<b>67</b>	<b>\$8,700.00</b>
<b>Current Donors</b>	<b>\$6,380.00</b>	<b>45</b>	<b>\$8,700.00</b>
<b>Big Give Prize</b>	<b>\$1,000.00</b>	<b>0</b>	<b>\$8,700.00</b>
<b>Anonymous Donations</b>	<b>\$190.00</b>	<b>9</b>	<b>\$8,700.00</b>
<b>Non-Anonymous Donations</b>	<b>\$7,510.00</b>	<b>103</b>	<b>\$8,700.00</b>
<b>Big Give Prize</b>	<b>\$1,000.00</b>	<b>0</b>	<b>\$8,700.00</b>

Total # of Donors 112

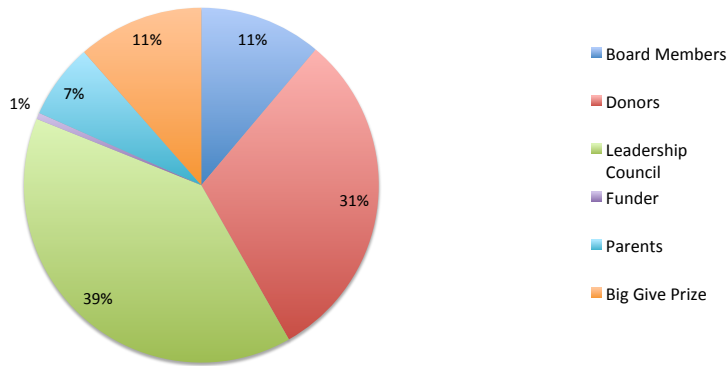
### 2014 Big Give S.A. Donations



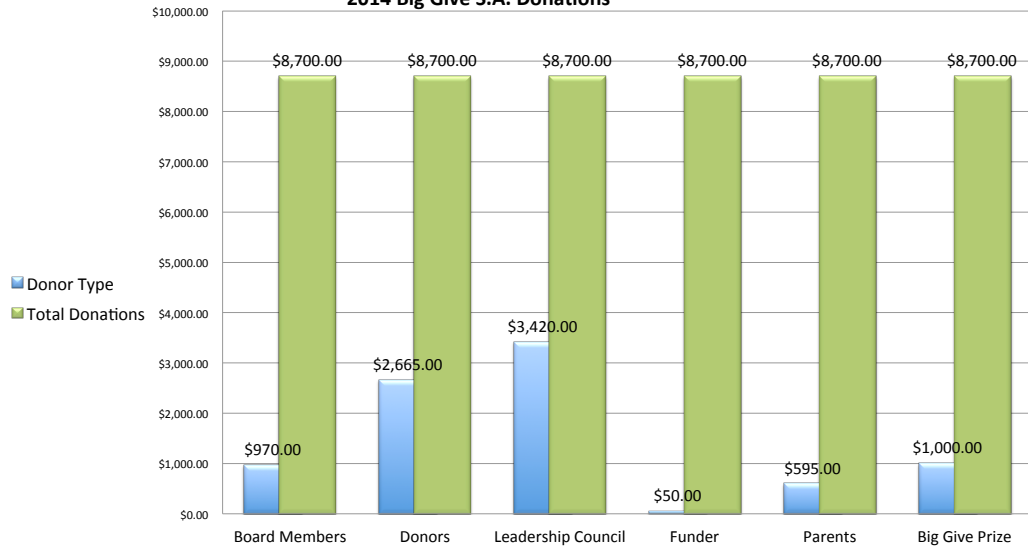
### 2014 Big Give S.A. Donations



### 2014 Big Give S.A. Donations



### 2014 Big Give S.A. Donations



## **SAY Si Fundraising and Administrative Updates – May 2014 Update**

### **Programs:**

Please review your weekly program update for programming news, we work to consolidate the information and provide you with pertinent items of interest regarding our creative youth development work.

### **Funding**

The SAY Si Funding timeline and data can always be found by going to this link:

<http://bit.ly/1oSJuQj>

A new [on-going] list of potential funders can be found here:

<http://bit.ly/1nqxBgB>

### **Important Funding News:**

- We received a \$20,000 commitment from the Starbucks Foundation for our theatre program.
- We have submitted proposals as a collective with SAISD to the Department of Education.
- I am in the process of developing a proposal for continued work with the Wallace Foundation. *A conference call with their staff will be held in June.*
- New opportunities for support from Rackspace and the 80/20 Foundations are on the horizon for our community and new game design programs.
- The Department of Culture and Creative Development [City of SA] has started a new two-year arts funding process with the deadline June 20. We will be working on our submission.

### **Leadership Council Update:**

The leadership council will meet on Wednesday, June 25<sup>th</sup> at 4:30 pm at the home of leadership council member Penny Wiederhold. The Board will be invited to join in the meeting and social hour to expand their connections to the council.

### **Organizational Updates:**

Since last fall, I have integrated a new Adaptive Change, also known as Adaptive Leadership philosophy within our organization to focus on sustainability and succession planning. The focus is on the distribution of leadership: more info on this process and why it is important can be found here:

<http://artsfwd.org/category/media/toolkit/>

Positive opportunities to add to our staff team in both programmatic and administrative ways continues to go very well and new staff will add to our comprehensive work.

### **New Opportunities to promote our work and growth:**

- I will be part of the faculty for a professional development opportunity for new arts leaders created by the National Guild for Community Arts. The sessions will take place in July in Philadelphia.
- I have been asked to present our Creative Youth Development assessment tools by TG at a summit in Chicago in August.
- I will be part of the faculty for a pre-conference event entitled “Collective Impact for Youth” and facilitate other conference opportunities in Los Angeles in November.



**Board Meeting – Special Meeting**

Thursday, June 19, 2014

**4:30 PM @ SAY Si Central**

1518 South Alamo

**AGENDA**

4:30 p.m.

**Action Items:**

- ED 2014 Performance Goals & Salary Increase Recommendations.
- Leadership Council – Review and Discuss talking points for Council Meeting
- Discussion of September Challenge Grant event

5:30 p.m.

**New Business:**



## **Board Meeting**

Wednesday, July 23 , 2014

**4:30 PM @ SAY Sí Central**  
1518 South Alamo

### **AGENDA**

4:30 p.m.

#### **Welcome:**

- President's Comments

4:35 p.m.

#### **Consent Agenda:**

- May & June 2014 Board Minutes
- YTD Financials

4:40 p.m.

#### **Action Items: Board Committee Activities/Reports**

- Special Events: Melissa - Discuss progress on planning for the September fundraiser to meet the Kronkosky challenge.
- Governance/Executive: Dora - Board Recruitment and Development

5:15 p.m.

#### **Resource Development**

- Leadership Council Update: Mike M.
- Board Development Opportunity: Fundraising Session with Facilitator Rose Mary Fry on Wed. August 13 at 5:30 PM

5:30 p.m.

#### **Announcements:**

The Board needs to look at dates this fall to begin Strategic planning for the organization. Time needed is usually 1½ days, so a Friday evening and full day Saturday usually works.

SAY SI FotoSeptiembre Exhibit, Sept. 5, 2014 6 PM

SAY Sí Veinte Celebration: September 18, 7:30 PM

**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 05/28/2014  
**Subject:** May Meeting Minutes

**Date:** 05/28/2014

**4:40 PM Quorum Present**

**Present:** Mike Schroeder, Molly Shafer, Melissa Sorola, Pablo Veliz, Dora Verde, Michael Mazzei, Jordan Vexler and Jon Hinojosa, Executive Director

**Absent:** Adriana Bustamante, Bryan Lopez

**Guests:** Marcia McKinley, Jose Garza, members of Celebration Group

Michael Mazzei, President, welcomed the board and thanked them for attending.

### **I. Consent Agenda Items:**

- **Minutes:** Board reviewed the March 2014 Minutes.
  - Motion to approve the January 2014 Minutes by Dora Verde
  - Dora Verde seconds the motion
  - Board approved Minutes unanimously

### **II. Committee Reports:**

#### **Governance and Administration Report - Dora Verde:**

Dora reported on the Governance Committee meeting and the process for Jon's evaluation. Dora and Mike M. met with Jon on Friday, May 23 to discuss his evaluation by the Executive Committee. Jon added a goal and then another two goals for the group. He brought up a question about his 2009 salary. Dora is tabling the assessment because that item about salary and the item about added goals needed to be discussed by the Executive

Committee. Jon said he added only two things besides comments. He had asked the Executive Committee to make the discussion of his evaluation to happen the first quarter and now it is the second quarter and it hasn't been done, so he asked that the discussion meeting be done quickly. Salary will be retroactive to January 2014.

#### **Special Events Committee Report: - Melissa Sorola**

Discussion revolved around the co-ordination between the Celebration Committee and SAY Si. The board reviewed the Celebration Committee's process since forming in February: there was some concern about eligibility for the Kronkosky Challenge Grant if we combined with the Celebration group. Mike Mazzei stated he had spoken to Kronkosky and felt they would accept it; Jon Hinojosa provided information based on the current conversation with Molly Dupnick, our Grant manager – the event must be documented that the SAY Si Board was in charge and was responsible for the donations towards the Challenge funding.



Board members spoke about the stipulations and the focus of the donations going towards debt, and planning that has to be by the Board. Jon talked about looking for a larger goal and not just this event.

Members discussed with the Celebration group members about expanding the number of invitees and agreed that a Memorandum of Understanding with both sides signing would be prudent. All agreed that we all had the goal of reducing the long-term debt in common. Joining forces would be beneficial but a Memorandum of Understanding would need to be completed. Confirmation was made that we needed to be sure that the Board was the one handling the donations. It was stated all Board members need to participate in the Kronkosky event. She said we'd need to share fundraiser event lists with the Celebration group. Each member needs to have their own list.

Members stated that they needed to be sensitive to the SAY Si staff's needs in working with this event. It was also suggested that people be able to contribute through the Web and not have to attend the event. Members agreed we needed to do the memorandum first and it could be voted on electronically.

- Jordan moved that this be the recommendation for vote, Dora seconded. Recommendation passed.

**Year to Date Financials:** Jordan Vexler provided information on the current balance sheet and budget vs. actual for the organization. Molly asked about the Small Scale financial status.

- Mike Mazzei made a motion to approve the financial report and Mike Schroeder seconded. Motion passed.

#### **Finance Committee Report** – Jordan Vexler

Jordan then discussed the balance sheet and short and long term debt. Mike Schroeder said SAY Si was to present to the Leadership Council at their meeting on June 25<sup>th</sup> the strategy for reducing the long term debt and the Kronkosky Challenge.

### **III. Organizational Updates:** Programming Report by Jon Hinojosa:

Jon announced grants SAY Si has received from the Area Foundation. He also said he has been invited to speak in Houston, Chicago, Philadelphia, and Los Angeles in the coming months. He also announced that he has talked with Harriet and Ricardo Romo about their donation of prints to SAY Si, and stated that Robin Teague had also made a donation to SAY Si of furniture and art. Jordan said that the Board needs to have a strategy for curating and estimating the value of art donations. Jon confirmed that process and policy is in place and would need to be reviewed.

Announcements: There will be a full Board meeting to review the Executive Director's compensation, the written Memorandum of Understanding and the long-term debt on Thursday, June 12 at 4:30. Based on work, Mike Schroeder suggested we have a Board meeting monthly through November.

After announcements the meeting concluded. **6:55 PM Adjournment**

**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 06/19/2014  
**Subject:** Special June Meeting Minutes

**Date: 06/19/2014**

**4:30 PM Quorum Present**

**Present:** Mike Schroeder, Molly Shafer, Melissa Sorola, Pablo Veliz, Dora Verde, Michael Mazzei, Jordan Vexler, Adriana Bustamante, Bryan Lopez and Jon Hinojosa, Executive Director

Michael Mazzei, President, welcomed the board and thanked them for attending.

He asked Mike Schroeder to express his thoughts from a previous e-mail Mike S. had sent the Board earlier in the week. Mike S. said he had no plans to retire. Marcia Loew, Jorge Garza's wife had first suggested the Celebration. The Celebration group has been working on the plans for 6 months.

Mike S. said this celebration would be a "grand celebration of SAY Si." He said this could be done however the Board wanted to. He'd like ex-Board members there, past students, etc. He said the Celebration group and the Special Events Committee needed to get together and talk about it. More will be discussed when we get to agenda item number 3.

## **Agenda**

### **Special Session:**

#### **ED 2014 Performance goals and salary increase recommendations**

Dora presented six goals proposed by the Executive Committee for the director. Questions were asked about Jon's counterproposal and why did he propose a 20% increase? Dora was asked if he was paid in 2009 and she said yes. She said that next year the salary increase would be based on the goals. Members felt that because his salary needs had not been met for a number of years, we needed to compensate him fully.

Molly made a proposal to accept Jon's counterproposal. Pablo seconded. Motion passed unanimously.

Mike M. made a motion to accept the goals presented by the Executive Committee and to accept the counterproposal for the salary increase. Pablo seconded. Motion passed unanimously.

### **Full Meeting:**

**Leadership Council - Review and Discuss talking points for Council meeting.** The members on the Leadership Council are interested in SAY Si and they provide resources for the organization. The purpose of this meeting will be for the Board and the Leadership Council to learn more about each other. The focus will be on opportunities.

Mike S. suggested having cards available for the members to write donor names on.

### **Discussion of September Challenge Grant event**

Mike M. talked about the MoU to be decided by the Board. The Celebration group's intent was to honor Mike S. and recently provided an event plan to Jon. Melissa spoke about the Special Events groups focus and her conversations with members of that group. Molly discussed the proposal that the Special Events committee met on and which had been agreed to: the proposal specified that Mike S. and Jon Hinojosa both be honored at the celebration. Discussion followed about honoring SAY Si and needing to take the broader view.

Input on the Celebration group's perspective was discussed; a conversation on the specific benchmarks that had been asked for had not been followed group ensued. Pablo stated that based his original role and the changes for a commemorative book had changed, he no longer was a member of the Celebration group and would focus on staying a member of the Boards Special Events committee.

The board focused on broadening concept of the event and to officially tell the celebration group of their decision.

Concerns were raised about Marcia and Jorge's attending the last Board meeting and feeling that the board voted to move forward with their initial proposal – it was agreed it was an information only meeting and there was no commitment by the Board. ]

Molly proposed the following paragraph to incorporate into the MOU. Adrianna seconded. "The event in September will celebrate SAY Si and recognize all of the people who have made Say Si the success that it is today - students, alumni, staff, Board members, past Board members, the Leadership Council, and donors - the Say Si community.

This event could be a major part of our anniversary year celebration, and could fulfill the Kronkosky challenge grant to the Board.

The motion to adopt this wording passed unanimously with one person not abstaining.

Mike M. said that Melissa is the Board liaison to the Celebration Committee and will meet with Jorge Garza soon to go over the wording.

The meeting be adjourned at 6:35

say si  
**Balance Sheet**  
As of July 1, 2014

	YTD	<u>Jul 1, 14</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
Frost Operating 4122		\$ 225,358.62
Frost Payroll 5056		\$ 494.55
Frost Campaign 9655		\$ 54,187.65
Petty Cash		<u>\$ 611.00</u>
<b>Total Checking/Savings</b>		<b>\$ 280,651.82</b>
<b>Accounts Receivable</b>		
Accounts Receivable		\$ (365.00)
Grants Recievable		\$ 54,021.19
<b>Total Accounts Receivable</b>		<u>\$ 53,656.19</u>
<b>Other Current Assets</b>		<u>\$ 2,653.95</u>
<b>Total Current Assets</b>		<b>\$ 336,961.96</b>
<b>Fixed Assets</b>		
BUILDING		\$ 750,000.00
BUILDING Improvements		\$ 1,887,753.93
Other Assets		\$ 259,985.02
Accumulated Depreciation		<u>\$ (570,021.00)</u>
<b>Total Fixed Assets</b>		<u><b>\$ 2,327,717.95</b></u>
<b>TOTAL ASSETS</b>		<u><b>\$ 2,664,679.91</b></u>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
Accounts Payable		\$ 59,200.71
College Funds Payable		<u>\$ 11,118.37</u>
<b>Total Accounts Payable</b>		<u>\$ 70,319.08</u>
<b>Credit Cards</b>		
ALL CREDIT ACCOUNTS		<u>\$ 19,126.16</u>
<b>Total Credit Cards</b>		<u>\$ 19,126.16</u>
<b>Other Current Liabilities</b>		
AIE - Scholarships Payable		\$ 8,136.00
Line of Credit		\$ 213,167.04
Other Current Liabilities		<u>\$ (521.54)</u>
<b>Total Other Current Liabilities</b>		<u>\$ 220,781.50</u>
<b>Total Current Liabilities</b>		<u>\$ 310,226.74</u>
<b>Long Term Liabilities</b>		
Frost Construction Loan		\$ 454,163.10
Frost Vehicle Loan		<u>\$ 4,942.62</u>
<b>Total Long Term Liabilities</b>		<u>\$ 459,105.72</u>
<b>Total Liabilities</b>		<u>\$ 769,332.46</u>
<b>Equity</b>		
Retained Earnings		\$ 1,959,921.34
Net Income		<u>\$ (64,573.89)</u>
<b>Total Equity</b>		<u>\$ 1,895,347.45</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<u><b>\$ 2,664,679.91</b></u>

say si  
**Profit & Loss Budget vs. Actual**  
January 1 through July 1, 2014

	Jan 1 - Jul 1, 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Building Fund [reserve]	0.00	25,000.00	-25,000.00	0.0%
Commissions & Sales	2,025.00	20,000.00	-17,975.00	10.13%
Earned Income-Onsite Workshops	0.00	5,000.00	-5,000.00	0.0%
Facilities Rental	2,100.00	5,000.00	-2,900.00	42.0%
DONATIONS	22,092.93	110,000.00	-87,907.07	20.08%
GRANTS	178,045.98	685,000.00	-506,954.02	25.99%
SPECIAL EVENTS	41,550.00	100,000.00	-58,450.00	41.55%
Uncategorized Income	0.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>245,813.91</b>	<b>950,000.00</b>	<b>-704,186.09</b>	<b>25.88%</b>
<b>Expense</b>				
1 PROGRAM EXPENSE	25,731.12	91,000.00	-65,268.88	28.28%
2 PAYROLL BENEFITS	156,312.15	519,500.00	-363,187.85	30.09%
3 ADMINISTRATION & OVERHEAD	17,800.62	112,000.00	-94,199.38	15.89%
4 FACILITY & MAINTENANCE	43,675.42	158,000.00	-114,324.58	27.64%
5 MARKETING EXPENSE	8,662.81	49,500.00	-40,837.19	17.5%
66000 Payroll Expenses	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>252,182.12</b>	<b>930,000.00</b>	<b>-677,817.88</b>	<b>27.12%</b>
<b>Net Ordinary Income</b>	<b>-6,368.21</b>	<b>20,000.00</b>	<b>-26,368.21</b>	<b>-31.84%</b>
<b>Other Income/Expense</b>				
Other Income	600.00	0.00	600.00	100.0%
<b>Other Expense</b>				
Reimbursed Expenses	0.00	0.00	0.00	0.0%
Capital Expenditures	58,805.68	15,000.00	43,805.68	392.04%
Project ABC Expenses	0.00	0.00	0.00	0.0%
Outreach - SPECIAL PROJECTS	0.00	0.00	0.00	0.0%
Debt Payment	0.00	0.00	0.00	0.0%
BUILDING Capital Camp. exp	0.00	0.00	0.00	0.0%
Other Expense	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>58,805.68</b>	<b>15,000.00</b>	<b>43,805.68</b>	<b>392.04%</b>
<b>Net Other Income</b>	<b>-58,205.68</b>	<b>-15,000.00</b>	<b>-43,205.68</b>	<b>388.04%</b>
<b>Net Income</b>	<b>-64,573.89</b>	<b>5,000.00</b>	<b>-69,573.89</b>	<b>-1,291.48%</b>

## **SAY Sí Fundraising and Administrative Updates – July 2014 Update**

### **Programs:**

Please review your weekly program update for programming news, we work to consolidate the information and provide you with pertinent items of interest regarding our creative youth development work.

### **Funding**

The SAY Si Funding timeline and data can always be found by going to this link:

<http://bit.ly/1oSJuQj>

A new [on-going] list of potential funders can be found here:

<http://bit.ly/1nqxBgB>

### **Important Funding News:**

- We received a \$50,000 commitment from Valero Energy for operational support
- Opportunities to gain support from the Wallace Foundation continue
- New opportunities for support from Rackspace and the 80/20 Foundations for our community and new game design programs is in process

### **Organizational Updates:**

Staff Program Planning and strategic Development moves forward with a facilitated day with the focus of adaptive change – see below for info on the process.

Since last fall, I have integrated a new Adaptive Change, also known as Adaptive Leadership philosophy within our organization to focus on sustainability and succession planning. The focus is on the distribution of leadership: more info on this process and why it is important can be found here:

<http://artsfwd.org/category/media/toolkit/>

Positive opportunities to add to our staff team in both programmatic and administrative ways continues to go very well and new staff includes:

Billy Munoz, Theatre Arts instructor: Billy has a focus on technical, lighting and set design and will add to our strengths in the theatre program.

Erin Frisch, Operations Associate: Erin is a graduate of Trinity University and was recently a part of ADVISE TX, an organization working with youth to focus on building a college going culture.



## **Board Meeting**

Wednesday, September 24, 2014

**4:30 PM @ SAY Si Central**

1518 South Alamo

### **AGENDA**

4:30 p.m.

#### **Welcome:**

- President's Comments

4:35 p.m.

#### **Consent Agenda:**

- July 2014 Board Minutes
- YTD Financials

4:40 p.m.

#### **Action Items: Board Committee Activities/Reports**

- Governance: Board Recruitment and Development
- Special Events: Discuss progress on planning for event to meet the Kronkosky challenge.

5:15 p.m.

#### **Resource Development**

- **Strategic Planning Update:** Scheduled for January 2015
- Program and Funding update: Jon Hinojosa

5:30 p.m.

#### **Announcements:**

Student Play: La Carpa Garcia, Sept. 26/27, 7 PM, 28 at 3 PM

Serie Exhibit with Romo's & UTSA: Oct. 3, 6-9 PM

Muertitos Fest, Oct 30, 31 and Nov. 1. 1, 2014

**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 09/24/2014  
**Subject:** May Meeting Minutes

**Date:** 07/23/2014

**4:40 PM Quorum Present**

**Present:** Molly Shafer, Dora Verde, Michael Mazzei, Victoria Suescum and Melissa Sorola

**Absent:** Mike Schroeder, Adriana Bustamante, Bryan Lopez and Pablo Veliz

### **I. Consent Agenda Items:**

- **Minutes:** Board reviewed the provided May/June 2014 Minutes.
  - Motion to approve Minutes by Michael Mazzei
  - Dora Verde seconds the motion
  - Board approved Minutes unanimously
- **Financials:** Board reviewed the provided YTD 2014 Financials
  - Dora Verde motion to approve financials – conditionally with the caveat that Capital Expenditures be reconciled.
  - Motion seconded by Melissa Sorola.

### **II. Committee Reports:**

#### **Governance and Administration Report - Dora Verde:**

New board members needed – with the following suggestions.

- Look at demographics of board.
- Perhaps somebody with a financial background. Bank prospects.
- Emphasis on board attendance and active participation.
- New corporations in the city (Petco, Whataburger).
- Small businesses that are doing well (with some financial resources).
- Need names by November meeting.

#### **Special Events Committee Report: - Melissa Sorola**

Melissa Sorola presents up-to-date status of MOU with celebratory committee.

Mention of withdrawal of members of this committee – remaining members include Marcia McKinley, Jorge Garza and Mark Wittig. Save the date sent out

Things needed from Board:

- Emails and addresses needed for evites/underwriting letters
- Possibility of additional meeting for special events committee.
- Edits on Underwriting Letter & future promotional materials:
- Mention of Mike included in future materials.
- Remove “number of opportunities”
- Underwriting online – pdf needed



- Information needed on ticket page about underwriting

Event Details:

- Looking ahead: Getting idea of how much alcohol to purchase based on ticket sales and underwriters. (weeks before event)
- Silent Auctions of succulents on tables
- Additional questions and details still need to be ironed out

### **III. Organizational Updates:**

Leadership Council Update:

- Small attendance of meeting – shouldn't be troubling based on time of the year (summer).

After announcements:

- Board Development: Next meeting is August 13.
- Strategic Planning – Early October

The meeting concluded. **5:45 PM Adjournment**

say si  
**Balance Sheet**  
As of August 31, 2014

Aug 31, 14

**ASSETS**

Current Assets

Checking/Savings

Frost Operating 4122	266,972.56
Frost Payroll 5056	494.55
Frost Campaign 9655	48,665.91
Petty Cash	861.00

Total Checking/Savings 316,994.02

Accounts Receivable

Accounts Receivable	-365.00
Grants Recievable	54,021.19

Total Accounts Receivable 53,656.19

Other Current Assets

2,653.95

Total Current Assets 373,304.16

Fixed Assets

BUILDING	750,000.00
BUILDING Improvements	1,887,753.93
Other Assets	259,985.02
Accumulated Depreciation	-570,021.00

Total Fixed Assets 2,327,717.95

TOTAL ASSETS 2,701,022.11

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

Accounts Payable	56,967.83
College Funds Payable	11,118.37

Total Accounts Payable 68,086.20

Credit Cards

ALL CREDIT ACCOUNTS 20,961.63

Total Credit Cards 20,961.63

Other Current Liabilities

Commissions	-687.00
AIE - Scholarships Payable	8,136.00
Line of Credit	213,167.04
Other Current Liabilities	-2,822.84

Total Other Current Liabilities 217,793.20

Total Current Liabilities 306,841.03

Long Term Liabilities

Frost Construction Loan	454,163.10
Frost Vehicle Loan	4,942.62

Total Long Term Liabilities 459,105.72

Total Liabilities 765,946.75

Equity

Retained Earnings	1,959,921.34
Net Income	-24,845.98

Total Equity 1,935,075.36

TOTAL LIABILITIES & EQUITY 2,701,022.11

say si  
**Profit & Loss Budget vs. Actual**  
January through August 2014

	Jan - Aug 14	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Building Fund [reserve]	0.00	25,000.00	-25,000.00	0.0%
Commissions & Sales	2,035.00	20,000.00	-17,965.00	10.18%
Earned Income-Onsite Workshops	0.00	5,000.00	-5,000.00	0.0%
Facilities Rental	3,100.00	5,000.00	-1,900.00	62.0%
DONATIONS	74,455.41	110,000.00	-35,544.59	67.69%
GRANTS	185,895.98	685,000.00	-499,104.02	27.14%
SPECIAL EVENTS	41,550.00	100,000.00	-58,450.00	41.55%
<b>Total Income</b>	<u>307,036.39</u>	<u>950,000.00</u>	<u>-642,963.61</u>	<u>32.32%</u>
<b>Expense</b>				
1 PROGRAM EXPENSE	30,054.04	91,000.00	-60,945.96	33.03%
2 PAYROLL BENEFITS	160,929.65	519,500.00	-358,570.35	30.98%
3 ADMINISTRATION & OVERHEAD	24,238.67	112,000.00	-87,761.33	21.64%
4 FACILITY & MAINTENANCE	49,056.52	158,000.00	-108,943.48	31.05%
5 MARKETING EXPENSE	9,397.81	49,500.00	-40,102.19	18.99%
<b>Total Expense</b>	<u>273,676.69</u>	<u>930,000.00</u>	<u>-656,323.31</u>	<u>29.43%</u>
<b>Net Ordinary Income</b>	33,359.70	20,000.00	13,359.70	166.8%
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Building Capital Campaign	100.00			
Project ABC	500.00			
<b>Total Other Income</b>	<u>600.00</u>			
<b>Other Expense</b>				
Capital Expenditures	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>
<b>Net Other Income</b>	600.00	0.00	600.00	100.0%
<b>Net Income</b>	<u><u>33,959.70</u></u>	<u><u>20,000.00</u></u>	<u><u>13,959.70</u></u>	<u><u>169.8%</u></u>

Institution	Grant/Report Type	Deadline Status	Request Amount/Amount Received
<b>JANUARY</b>			
San Antonio Area Foundation	Community Project Grant (HIVE)	1/6/2014 Committed	\$15,000.00
City of SA- DCCD	1st Quarter Contract Monitoring Report	1/10/2014 Submitted	N/A
Starbucks Foundation	Final Grant Report	1/30/2014 Submitted	N/A
<b>FEBRUARY</b>			
NALAC- Fund for the Arts	Project Grant (Mueritos)	2/6/2014 Declined	\$10,000.00
Kronkosky Charitable Foundation	Operational /Challenge Grant	2/10/2014 Committed	\$100,000.00
Bank of America	Operational Grant	2/14/2014 Declined	\$75,000.00
NEA	Art Works Project Grant (Part 1)	2/20/2014 Submitted	\$20,000.00
JP Morgan CHASE	HIVE - Tech/education	2/25/2014 Submitted [Jordan]	\$25,000.00
Whataburger	Project Grant (MAS)	2/21/2014 Submitted	\$10,000.00
Time Warner Cable	Connect A Million Minds Project Grant	2/28/2014 Declined [Melissa]	\$25,000.00
Rackspace	Equipment	2/28/2014 Declined [Adrianna]	\$25,514.00
Starbucks Foundation	Youth Leadership Grant (ALAS)	2/28/2014 Committed	\$20,000.00
<b>MARCH</b>			
San Antonio Area Foundation	Girls Fund Project Grant	3/4/2014 Submitted	\$15,000.00
Kronkosky Charitable Foundation	2013 Final Reports	3/5/2014 Submitted	N/A
Surdna Foundation	Final Grant Report	3/13/2014 Submitted	N/A
TCA	Arts Create App Update	3/15/2014 Committed	\$7,000.00
NEA	Art Works Project Grant (Part 2)	3/20/2014 Submitted	\$20,000.00
TX Guaranteed	Progress Report 1	3/31/2014 Submitted	N/A
DOE	Letter of Support: NEISD Partnership	3/31/2014 Submitted	N/A
<b>APRIL</b>			
City of SA- DCCD	2nd Quarter Contract Monitoring Report	4/10/2014 Submitted	N/A
City of SA	RFP for Consolidated Human & Workforce Development Services	4/23/2014 Not Submitted (Apply in 2015)	N/A
DOE Grant	Partnership with SAISD & Gemini Ink for Pilot program	4/23/2014 Submitted	825,000 [Joint]
Wallace Cohort proposal	SAY Si   SpyHop lead agency request LOI	4/30/2014 In Progress	Unsure
King William Association	2nd Quarter Report	4/30/2014 Submitted	N/A
<b>MAY</b>			
Big Give SA	Crowd Sourcing	5/6/2014 Committed	\$8,700.00
<b>JUNE</b>			
City of SA- DCCD	FY 15 Operational Support	6/20/2014 Submitted	\$350,000.00
San Antonio Area Foundation	HS Completion Online Eval (College/Career Program)	6/27/2014 Submitted	N/A
Rackspace Foundation	ABC Campus Enrichment Program Proposal w/ Gemini Ink	6/27/2014 Submitted	\$15,000.00
Rackspace Foundation	Final Report	6/27/2014 Submitted	N/A
King William Association	Grant Application 2014-2015	6/27/2014 Committed	\$12,000.00
SAY Si MAS Summer Movie Campaign	Crowd Sourcing	June/July Committed	\$2,420.00
Summer Appeal	Fund for SAY Si	June 2014 Cancelled	N/A
<b>JULY</b>			
Rock On Foundation	ABC Update	7/3/2014 Submitted	N/A
Best Buy	Community Grant	7/7/2014 Not Submitted (Apply in 2015)	N/A
Valero Energy Foundation	Operational Support	7/8/2014 Committed	\$50,000.00
City of SA- DCCD	3rd Quarter Contract Monitoring Report	7/10/2014 Submitted	N/A
San Antonio Area Foundation	HS Completion Proposal 2015	7/14/2014 Submitted	\$30,000.00
TCA	Arts Respond Project Grant	7/15/2014 Committed	\$1,000.00
Rackspace Foundation	Rack Gives Back - STEAM	7/30/2024 Committed	\$10,000.00
King William Association	Final Report	7/31/2014 Completed	N/A
<b>AUGUST</b>			
TX Guaranteed	Progress Report 2	8/1/2014 Submitted	N/A
Texas Music Office	Mueritos Entertainment Grant	8/30/2014 Completed	\$1,500.00
<b>SEPTEMBER</b>			
Tesoro	Charitable Contribution Application	September 2014 In progress	\$15,000.00
Dickson-Allen Foundation	Grant Application	9/1/2014 Submitted	?
TCA	Arts Create Grant Report	9/30/2014 Not Begun	N/A
Orsinger Foundation	LOI Due	9/1/14 - 9/30/2014 Not Begun	?
<b>OCTOBER</b>			
City of SA- DCCD	4th Quarter Contract Monitoring Report	10/10/2014 Not Begun	N/A
<b>NOVEMBER</b>			
Year-End Appeal	Fund for SAY Si	November 2014 Not Begun	N/A
Kronkosky Charitable Foundation	Verification of Matching Funds for \$25,000 Board Challenge Grant	11/15/2014 Not Begun	N/A
<b>DECEMBER</b>			
King William Association	First Report Due	12/1/2014 Not Begun	N/A
Edouard Foundation	Grant Report	12/12/2014 Not Begun	N/A

Organizational and Program Update will be provided at the meeting



## **Board Meeting**

Wednesday, November 12, 2014

**4:30 PM @ SAY Sí Central**

1518 South Alamo

### **AGENDA**

4:30 p.m.

#### **Welcome:**

- President's Comments

4:35 p.m.

#### **Consent Agenda:**

- September 2014 Board Minutes
- YTD Financials

4:40 p.m.

#### **Action Items: Board Committee Activities/Reports**

- Special Events: Discuss progress on opportunities to meet the Kronkosky challenge.
- Governance: Board Recruitment and Development: Executive Committee and new Board members nomination
- Discuss and review Board meeting dates for 2015

5:15 p.m.

#### **Resource Development**

- Program and Funding update: Jon Hinojosa

5:30 p.m.

#### **Announcements:**

**Leadership Council Meeting**, Mon. Nov. 17, 11:30 AM, SAY Sí

**Holiday on Houston St.** Bohanans, 5:30 – 7:30 PM

**Holiday Social**, Wed., Dec. 10, 7 PM, home of Molly and Harry Shafer

**To:** SAY Si Board  
**From:** Secretary, Molly Shafer  
**Date:** 11/12/2014  
**Subject:** September Meeting Minutes

**Date:** 09/24/2014

**4:38 PM Quorum Present**

**Present:** Molly Shafer, Dora Verde, Michael Mazzei, Victoria Suescum and Mike Schroeder

**Absent:** Brian Lopez, Pablo Veliz

Board president Michael Mazzei opened the meeting and told the board due to work schedules Melissa Sorolla and Adrianna Bustamante has resigned. Mike M. will also contact Brian Lopez about his board involvement. A conversation on board notification of relevant issues and items was discussed.

#### **I. Consent Agenda Items:**

- **Minutes:** Board reviewed the provided September 2014 Minutes.
  - Motion to approve Minutes by Dora Verde
  - Michael Mazzei seconds the motion
  - Board approved Minutes unanimously
- **Financials:** Board reviewed the provided YTD 2014 Financials
  - Dora Verde motion to approve financials
  - Motion seconded by Mike Schroeder
  - Board approved Financials

#### **II. Committee Reports:**

##### **Governance and Administration Report - Dora Verde**

Dora gave a report on possible Board members: Melissa Levine, Jenee Gonzales. Meetings to discuss SAY Si with them will be scheduled.

Victoria will make contact with Laurie Posner about Board membership. Two candidates from the Leadership Council were discussed but it was decided that the Leadership Council members should stay on the council. Jon will contact Rackspace and Dora will contact Rose Mary Fry and about possible candidates.

##### **Special Events Committee Report: - Dora Verde**

Dora has taken the role of the Chair of Special Events and had a meeting with two members of the Celebration group: Marcia McKinley and Mark Wittig. February 5, 2014 is the suggested date and time for the Veinte event.

Dora told Marcia and Mark that SAY Si needs funds from them committed ahead of the event. She told them she needed a check or a firm commitment in writing by

October 31. \$60,00 is the amount she gave for the Board to raise and Marcia and Mark both would be expected to be responsible for \$15,000 each by October 31.

### **III. Organizational Updates:**

Jon announced that he had hired a new person part time to direct the game program. Jon said that Say Si was in a good place financially. However, there would be more expenses the last three months of the year. Erin Fritch is the new operating person and is currently going to Quick Books training.

Strategic planning update is scheduled for January 2015. Jon will give us some dates. This meeting is for Board members, Say Si staff, Leadership Council members, parents, and alumni. It will last 2 days.

Nicole, Stephen, and Gustavo each gave a report on programs at Say Si such as participation in the Power of 10 at the McNay, SERIE Event on October 3 from 6-9.

Jon reported that resources have come from the following:

- \$1,000 Texas Commission on the Arts
- \$7,000 from TCA
- \$12,000 from the King William Association
- \$10,000 Rackspace
- \$ 250 Molly and Harry Shafer for Muertitos Fest

City of San Antonio set funds of \$218,750 (30% increase) for operational support. The year end campaign is also coming up.

Victoria asked about the Special Events Committee and when it will be operational. Jon thinks SAY Si staff has events covered and the Special Events Committee will concentrate on the Veinte event.

Proposed letters about the Say Si program to be sent to Michelle Obama and NBC Nightly News, "Making a Difference" segment were discussed.

After announcements the meeting concluded. **6:40 PM Adjournment**



The following Board Member Candidates were interviewed and toured SAY SI on Tuesday October 14, 2014.

## **Laurie Posner, MPA.**

Laurie Posner has dedicated her career to addressing social and economic inequity and building equality of opportunity.

Her work spans research, policy and practice and she is passionate about community-based problem-solving. In this vein, at the Intercultural Development Research Association in San Antonio, Texas, Posner serves as a senior education associate, focusing on community-based strategies and national partnerships to strengthen neighborhood public schools. Posner directs IDRA's Seeding Equity in Education through Dialogue (SEED) Project. Posner also leads technology integration at IDRA, building online platforms and networks with community-based organizations in the Texas Rio Grande Valley; with youth fellows; with new teachers across the state of Texas; and with cross-race, cross-sector leaders in the South and Southwest to strengthen public schools. She launched *Graduation for All*, a bilingual national e-letter and network of people taking action to address chronically high dropout rates. Posner also serves as a peer-reviewer for the international *Journal of Community Informatics*, published by the Centre for Community Informatics Research, Development and Training in Vancouver, Canada, which examines local technology innovations implemented in communities around the world.

Posner has presented on social policy research and recommendations and community-based strategies to improve quality of life in low-income communities to the U.S. Department of Labor, Department of Education, the U.S. Environmental Protection Agency, the San Antonio Mayor's Office and the City of San Antonio.

Prior to joining IDRA's staff, Posner was a senior analyst with Berkeley Policy Associates where she led research and evaluation projects on microenterprise and U.S. DOL workforce development systems, disability employment programs, and health care access. At the World Institute on Disability, she co-founded the Center on Economic Development and Disability to examine and promote effective anti-poverty strategies and designed EQUITY, a national newsletter on entrepreneurship and disability.

As an independent consultant, Posner worked with the nonprofit, Odyssey, to pilot a community transit project funded by the U.S. EPA that engaged grassroots community leaders in transit planning and served as a model for four California regions.

With a deep commitment to community service, Posner has served as Board President for AXIS Dance Company, an internationally acclaimed disabled/non-disabled dance company headquartered in Oakland, California; served as a volunteer translator for development projects in El Salvador and Nicaragua; as a volunteer with Owl Radio in Texas and as a consultant to the National Radio Project, "Making Connections" in Oakland. She currently serves as Board Chair for the Community Advisory Board of Texas Public Radio in San Antonio, Texas.

Posner was a member of the Leadership Texas Class of 2008, a National Urban Fellow, and a San Antonio Community Education Leadership Program Fellow. She earned a master's in public administration from the School of Public Affairs at Baruch College, City University of New York, where she was inducted into the Pi Alpha Alpha Academic Honor Society and received the Philip J. Rutledge Award. She has a deep personal commitment to cultural arts; and is the recipient of the Genevieve Mott Literary Award for poetry.

Laurie Posner, M.P.A.

Selected Publications, Testimony and Podcasts

- “Distinguished as Default – Real Choice is Preparing All Students Well,” IDRA Newsletter, March 2014
- “Our Schools ~ The Power of Data and Grassroots Organizing,” IDRA Newsletter, June-July 2013
- “Net Capital – Technology Tools that Support Community Leadership,” IDRA Newsletter, March 2013
- Semillitas de Aprendizaje Cartitas (Letters Home) series, with Rosana Rodríguez, Ph.D.
- “Canton, Mississippi Youth... On Opening Pathways to College,” IDRA Newsletter, March 2012
- “Family Engagement in Early Childhood – IDRA’s New Semillitas de aprendizaje™ Cartitas Letters Home Series,” IDRA Newsletter, March 2012
- “Fair Funding Now! Building Grassroots Leadership for Funding Equity,” IDRA Newsletter, January 2012
- “Ready or Not, Here They Come – Preparing for the Class of 2018,” IDRA Newsletter, May 2011
- “Making Change – Casting Off “Yesterday’s Logic” to Transform Schooling,” IDRA Newsletter, September 2010
- “Partners and Catalysts – How Communities Are Putting Data to Work to Improve Education,” IDRA Newsletter, August 2010
- Courage to Connect: A Quality Schools Action Framework, contributing author, 2010
- “ELL Ruling Reversed, but Texas Need Not Wait to Take Action,” IDRA Newsletter, May 2010
- “Selves in Play: Sports, Scouts, and American Cultural Citizenship, International Review of the Sociology of Sport,” with P. Turner Strong, special issue: “Interrogating boundaries of ‘race,’ ethnicity and identity, ed. Daryl Adair and David Rowe, 2010
- “Actionable Knowledge – Putting Research to Work for School Community Action,” IDRA Newsletter, August 2009
- “Hold On – Changing Course to Raise Graduation Rates,” IDRA Newsletter, October 2008
- “Knowledge for Action – Organizing School-Community Partnerships Around Quality Data,” with Hector Bojorquez, IDRA Newsletter, January 2008

#### Testimony and Speeches

- Texas Students Need Our Support – Not New Barriers – to Get an Excellent Education, November 12, 2013
- Opportunity Matters: The Call to Increase Excellence and Equity, June 8, 2011

#### Recent Podcasts

- The Art of Writing – Tips for Teachers Part 2, with Dr. Carmen Tafolla and J. Gilberto Quezada, March 31, 2014
- The Art of Writing – Tips for Teachers Part 1, with Dr. Carmen Tafolla and J. Gilberto Quezada – March 17, 2014
- “Fair Funding Now! for Excellent Schooling,” with Aurelio M. Montemayor, M.Ed., February 22, 2012
- “Using Social Media to Build Better Schools,” with Christie Goodman, February 26, 2010

# Melissa Delgadillo Levine

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melissalevine@outlook.com | 713.822.2928 | LinkedIn: melissadelgadillo | 178 High Oak, Universal City, TX

## **Marketing Specialist | U.S. Legal Support, Inc. | Houston, TX**

August 2012 – Present

Develop all marketing and brand communications for leading national legal support provider. Work with Senior Vice President of Sales and Marketing and executive team to align branding with corporate objectives and vision. Cultivate strategy and develop conceptual vision and implementation of all brand elements including; advertising, public relations, website copy and design, e-marketing, social media, promotional, video, trade-show, marketing collateral, internal communications, spokesperson, photo shoot imagery, copy writing, speech writing and design.

## **Marketing Specialist | B Nevins Ltd | Houston, TX**

September 2009 – January 2012

In less than 7 months advanced from Marketing Coordinator to Marketing Specialist. Lead, coordinate and develop all marketing, public relations, advertising and social media initiatives internally and externally for contract furniture company. Project Manage and oversee Graphic Designers, Art Director, 3D artists and IT specialists. Network locally and nationally. Coordinate events locally and nationally. Build representative relationships and develop custom regional marketing materials. Work closely with Vice President and President to coordinate and brand cohesive messages as well as launch new products.

## **Publisher/Owner | Palacio De Treasure Valley | Boise, Idaho**

September 2008 – August 2009

Developed bi-lingual (English/Spanish) community magazine targeting the Hispanic market. Promoted Palacio to gain community acceptance and 90% pick-up rate. Managed and developed all business activities including, bookkeeping, graphic design, creative direction, sales, distribution, editorial content, photo shoots, community involvement and public relations. Magazine served as an educational tool bridging the gap between the Hispanic and Anglo communities.

## **Marketing Director | Palacio | Pleasanton, CA**

October 2006 – December 2008

In less than one year moved from lead graphic designer to marketing director for start-up publishing company focused on bi-lingual (English/Spanish) publications. Developed marketing structure and branding from ground level. Assisted local level publishers in local branding & launch of publications. Worked with President to develop infrastructure. Liaison between all publishers and executive team.

## **Marketing Coordinator | Pacific Union Real Estate | Orinda, CA**

March 2005 – October 2006

Luxury property marketing associate for office of 80+ realtors. Assisted realtors in property marketing campaigns, Ad placement, custom marketing material including mailers, newsletters and HTML emails, agent branding and listing presentations.

## **Education: Brigham Young University - Idaho**

BS Communications

Emphasis: Marketing, Advertising, Public Relations

European Study Abroad

## **Deakin University**

Australian Study Abroad

Emphasis: International Marketing

**Proficient In:** Microsoft Office, Adobe Suite - InDesign, Photoshop, Illustrator

**Volunteerism:** Junior League of San Antonio, Miss Houston International, Miss San Francisco International, Miss America Organization, Houston Food Bank, Community Service Award at Miss Texas International, Presidential Volunteer Service Award Candidate

September 21, 2014

Re: Interest in Serving as Say Si Board Member

Dear Members of the Say Si Board,

For the past three years and eight months, I have been employed at my alma mater, St. Mary's University. I have held three positions in that time, including assistant director of development, director of government relations and community collaborations, and most recently director of annual giving. My responsibilities have been varied and extensive.

They include: fundraising for the School of Humanities and Social Sciences, creating fundraising programs for employee and student philanthropy, managing our annual Phonathon program, direct mail, email, and social media appeals as well as the United Way campaign, employee and student philanthropy programs. I work closely with the Young Alumni Chapter and the student body to create a culture of philanthropy and establish a relationship bridge between students and young alumni. Additionally, I have worked with the Office of the President to establish community partnerships with local non-profits, ghost wrote letters from the President to elected officials advocating for scholarship and program funding and organized the University's Legislative Day at the Texas State Capitol which included preparing a delegation of the St. Mary's community to advocate for state financial aid for students.

Prior to my employment at the University, I worked for six years for Texas State Senator Leticia Van de Putte. During my employment at the Texas Senate I held three positions including legislative assistant, deputy legislative director, and committee director. Similar to my experience at the University, my responsibilities were varied and extensive. I had the opportunity to manage the Senator's legislative agenda focusing on health and human services, state affairs, and veteran affairs. In addition to my policy analyst responsibilities, as deputy legislative director and committee director I collaborated with the legislative director to create a hiring and interview process for hiring of policy staff. I also assisted in the drafting of the office procedures manual which included establishing constituent management protocols. Additionally, as a senior staff member I supervised legislative staff and interns by providing guidance and direction to carry out the Senator's policy agenda.

I am interested in joining the Say Si Board because of my interest in the arts and education. My experiences both at the University and the Texas Senate make me well-suited to serve on the Say Si Board. Additionally, I believe my work and philanthropic experience may prove helpful to the Say Si Board and the students served by Say Si.

I have been extremely blessed to have had the opportunity to work both in the non-profit sector and governmental sector with the knowledge that the work I do is for the common good. I believe serving on the Say Si Board would be an extension and amplification of that work, to make a difference in service to others. Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,  
Jenee Margo Gonzales

# Jenee Margo Gonzales

## Advocate \* Communicate \* Collaborate

### Strengths Finder 2.0

**Top 5 Strengths: Connectedness, Restorative, Empathy, Relator, Positivity**

### Education

Juris Doctorate, 2003, St. Mary's University School of Law, San Antonio, Texas

Bachelor of Arts, 1997, St. Mary's University, San Antonio, Texas  
Public Justice, Concentration: Legal Studies

### Experience

#### **Director of Annual Giving for St. Mary's University, Advancement & Development October 2013 – Present**

Plan, design, and implement a comprehensive annual fund campaign utilizing direct mail, email, and social media appeals, phone solicitation, donor recognition, and volunteers. Develop and manage an annual fund calendar designed to guide these strategies. Develop annual fund dollar and donor acquisition goals and objectives. Personally visit and solicit leadership level annual gifts. Manage the University's employee campaign, the University's United Way campaign, and the University's student philanthropy program. Review for approval all recognized student organization fundraising projects. Create and manage alumni reunion class gifts and recurring gift program. Plan, organize, and implement appropriate and timely donor recognition and stewardship programs. Supervise all personnel involved with the annual fund operations. Provide direction and oversight for the preparation of all reports, brochures and/or literature promoting and enhancing the annual fund objectives of the University. Establish and maintain effective cooperative relationships with volunteers involved in Advancement. Make effective presentations to volunteer boards, alumni groups and the general institutional constituency. Maintain roles with the Student Government Association and the Young Alumni Chapter. Serve on the San Antonio Hispanic Chamber of Commerce's Leadership Committee and the Alex Briseno Leadership Development Program Committees.

#### **Director of Government Relations & Community Collaborations for St. Mary's University, Advancement and Development, May 2012 – September 2013**

Worked with the Office of the President on federal, state, and local legislative agendas, including advocating for the financial aid needs of the University's students. Collaborated with community partners on initiatives aligned with the University's mission, including Inspire U Program. Created and implemented programs to increase Employee Giving. Collaborated with Student Development, Alumni Relations, and the Student Body to engage students in the culture of philanthropy and a Senior Class Gift Program. Led the Zaragoza Orientation Parent's Reception (3 summer events). Appointed to serve as the University representative on the San Antonio College Access Network Steering Committee and Lumina Diplomas Policy Committees. Appointed to serve on the St. Mary's University Neighborhood Revitalization Program Task Force and the Task Force's Subcommittee on Education. Served as University Representative to the Texas Diversity Council's Greater SA Advisory Board. Served as Liaison to the Student Government Association. Elected to serve on the Human Resources Advisory Council as a representative for the University Advancement Division. Served as a Commissioner on the President's Peace Commission, Member on the Retention Committee, and Member of the Women's History Month Planning Committee. Appointed to serve as Co-Chair of the 2012 United Way Campus Campaign Committee. Served on committees with the Greater San Antonio Chamber of Commerce and the San Antonio Hispanic Chamber of Commerce.

#### **Assistant Director of Development for St. Mary's University, Advancement & Development January 2011 – May 2012**

Worked closely with the Dean of Humanities and Social Sciences and the Dean of the Graduate School on their strategic plans to fundraise for the needs of the students at each respective school. Appointed to the St. Mary's University Neighborhood Revitalization Program Task Force and served on the Subcommittee on Education. University Representative to the Texas Diversity Council's Greater SA Advisory Board. Liaison to the Student Government Association. Assisted the Office of the President on Governmental Affairs. Elected to the Human Resources Advisory Council for the University Advancement Division. Appointed to the United Way Campus Campaign Committee. Member of the Women's History Month Planning Committee.

**Field Organizer, Organizing for America (OFA) – Las Vegas, New Mexico, October - November 2010**

Organized super volunteers to recruit and lead volunteers in phone banking and block walking in San Miguel County. Was responsible for recruiting volunteers, creating the shifts, training and managing the volunteers, and reporting back our work and progress to the regional and state directors. Worked closely with the County Party Chair and local political activists to get out the vote. To keep volunteer moral up recruited OFA House Host Supporter to be the Comfort Director. After building rapport and a great relationship with the County Party Chair I was able to raise funds that the Comfort Director used to purchase supplies and refreshments for the volunteers. Although the gubernatorial candidate we were supporting lost statewide, we did win our county by 61.60% of the vote.

**Committee Director for the Texas Senate Committee on Veteran Affairs & Military Installations, April 2008 – May 2010**

Policy Director for the committee covering topics affecting veterans, service members and their families, as well as sustainability of Texas military installations and readiness of military personnel. Responsibilities included managing Chairwoman Van de Putte's higher education legislation benefiting veterans and their families, meeting with stakeholders, and analyzing bills heard in the committee. Coordinated committee hearings during the legislative session and the interim. Drafted and produced the interim committee report for publication. Supervised the committee staff in accomplishing the goals set out by the chair and committee members, as well as mentored interns.

**Deputy Legislative Director for Texas State Senator Leticia Van de Putte, February 2007 – April 2008**

Responsibilities included handling Senator Van de Putte's state affairs policy, covering topics related to women's reproductive health, election law, and the state pension, in addition to her health and human services policy as listed below. Prepared and staffed Senator Van de Putte for state affairs' committee hearings. Assisted the Legislative Director with her duties including supervising legislative staff/interns and preparing the Senator for debate on the Senate Floor.

**Legislative Assistant for Texas State Senator Leticia Van de Putte, April 2004 – February 2007**

Responsibilities included carrying Senator Van de Putte's health and human services policy, covering topics related to child and adult protective services, care for the aged and disabled, the Supplemental Nutrition Assistance Program, Temporary Assistance for Needy Families, the Children's Health Insurance Program, and Medicaid. Analyzed legislation and provided voting recommendations to Senator Van de Putte.

**Professional Organizations**

Member, Association of Fundraising Professionals San Antonio Chapter, 2011-Present

Member, Council for Advancement and Support of Education, 2011-Present

**Community Involvement**

Ambassador, SA2020, 2013-Present

Member, Red Mass Planning Committee, 2000-Present

Chair, San Antonio Hispanic Chamber of Commerce's Alex Briseno's Leadership Development Program Alumni Subcommittee, 2013-Present

Member, San Antonio Hispanic Chamber of Commerce's Leadership Committee and Alex Briseno Leadership Program Steering Committee, 2012 – Present

Co-Chair, San Antonio Hispanic Chamber of Commerce's Alex Briseno Leadership Development Program Steering Committee, 2012

Valedictorian, San Antonio Hispanic Chamber of Commerce's Alex Briseno Leadership Development Program, Class of 2011

## **Jenee Margo Gonzales**

## **Advocate \* Communicate \* Collaborate**

Immediate Past-President, St. Mary's Hispanic Law Alumni Association, 2013-2014  
President, St. Mary's Hispanic Law Alumni Association, 2012-2013

Board Member, St. Mary's Hispanic Law Alumni Association, 2002-2014

Board Member, St. Mary's University Law Alumni Association, 2012-2013

Alumnae, The Women's Campaign School at Yale University, Class of 2011

Member, St. Mary's University Alumni Association, 1997 – present

Member, Beta Sigma Phi International Sorority, 1995-present

Community Organizer, Generation TX, 2010 – 2014

Lifeteen Core Member, St. Luke's Catholic Church, 2010 - 2011

## **Interests**

Volunteering (Fiesta Oyster Bake, Generation Texas, Texas Diversity Council, Career Day at Judge Andy Mireles Elementary School, Big Brothers Big Sisters Bowl for Kids Sake); exercising; running; yoga; reading for pleasure; attending music concerts and festivals; going to sporting events; movie aficionado; spending time with family and friends.