



**Board Meeting**

Thursday, November 21, 2019

11:30 AM @ SAY Sí Central

1518 South Alamo

SAY Sí ignites the creative power of young people as forces of positive change.  
We value artists, empower marginalized communities and advance culture.

AGENDA	NOTES
11:30 AM Welcome & Introductions: May Ann	
11:45 AM Approval of September and October Minutes	
11:48 AM YTD Financials & Development Report: Jon	
12:00 PM Program & Organizational Update: Stephen & Nicole	
12:15 PM Building Committee: Mike Billy, Jason	
12:30 PM Announcements	
12:31 PM Adjourn	

**Upcoming Events:**

Holidays on Houston St., Bohanans, Dec. 3, 2019, 6-9 PM

Holiday Social, Monday, December 9, 2019, 7:30-10 PM

Small Scale Fundraiser, Friday, December 13, 2019, 6-10 PM

To: SAY Sí Board  
From: Anahi Gonzalez  
Date: September 19, 2019

**Subject: Board Meeting - Quorum Established**

**Board Members Present:** Mary Ann Beach, Mike Schroeder, Agosto Cuellar, Andrew Meyer, Billy Lambert, Jimmy Mendiola, Ricardo Salazar, Siboney Diaz- Sanchez, Claudia Guerra and Jason Moran **Board Members Absent:**, Andres Gonzalez and Tom Peyton. **Staff Present:** Jon Hinojosa, Stephen Guzman, Nicole Amri, Anahi Gonzalez and Missy Rullo. **Guest:** Barry Middleman

**Meeting called to order at 11:38 AM:** Mary Ann Beach, President, welcomed all present and thanked them for being in attendance.

**June Minutes**

After review, Mike Schroeder motioned to approve the June minutes; seconded by Billy Lambert. Minutes approved unanimously.

**August Financials**

Jon presented a review of the YTD financials that included a Balance Sheet, Budget vs Actual and a YTD Financial snapshot. He provided details on the majority of income through the month of August coming from grants and donations and the majority of expenses are attributed to payroll and HR. Jon reminded board members of upcoming fundraisers that will increase earned income figures in the last quarter of the year. He spoke about the growth of staff members and the increase in payroll expenditures. Jon also provided details on expenditures from the Capital Campaign. Siboney Diaz-Sanchez motioned to approve the August financials; seconded by Billy Lambert. Financials approved unanimously.

**August Development Report**

Jon provided the Board with a Development report that discloses received and committed funds to the organization. Jon went into detail on funds committed by the Department of Arts and Culture and the Department of Health and Human Services for the new fiscal year. Jon covered upcoming proposals that will be submitted for our community programming and operational support.

**August Program & Organizational Update**

Stephen spoke about announcing the leadership transition to all staff members as well as the responsibilities he and Nicole have begun to share with regards to administrative & program staff management such as new hires, staff management and staff development opportunities with Jon stepping back from these items. Stephen spoke on reframing what development responsibilities look like so that it doesn't all fall on one individual with weekly development check-ins. Nicole spoke on the ABC partnership with SAISD that began this fall. Nicole shared details on the partnership, ABC instructors we have onsite in 4 different campuses, and their responsibilities.

**Governance Committee Update- Provided by Billy**

Billy reviewed the names and bios of all potential Board Member candidates for the new year. Potential board members include: Eva Hernandez, Adriana Cisneros, Mary Alice "Mae" Escobar, Paola Sofia Fernandez, Xavier Urrutia and Barry Middleman. Siboney spoke about her 2- year fellowship in Boston and her commitment to rejoin the board upon her return. Jon also mentioned Billy and Andres' eligibility to be re-nominated.

### **Public Relations & Marketing Committee Update- Provided by Jimmy**

Jimmy spoke about the status of the visual rebranding of the SAY Sí logo. The logo is to reflect some of the larger discussions that have occurred regarding the rebranding of the mission. Stephen spoke on the repositioning report with suggestions for a shift in language and the status of the mock ups for the logo. Jimmy spoke about the possible partnership with PR firm, Giant Noise, to help with messaging during our transition, press conferences, announcements and general media relations. Stephen provided an update on the status of the content for the 25th anniversary book.

### **Capital Campaign Committee Update:- Provided by Mary Ann**

Mary Ann spoke about the last meeting for the Capital Campaign Committee. She touched base on Jon's efforts to meet with all Council members in order to gain their support and his next steps to meet with the Mayor. Jason Moran provided updates on the design process of the new building.

### **Announcements:**

The board was advised of upcoming events such as Muertitos Fest Opening, the Muertitos Fest 2- day festival, and the LatinX Art Online Sale. All members were encouraged to attend.

**After announcements were made, the meeting was adjourned at 1:04 PM.**

To: SAY Sí Board  
From: Anahi Gonzalez  
Date: October 24, 2019

**Subject: Board Meeting**

**Board Members Present:** Mike Schroeder, Andrew Meyer, Billy Lambert, Claudia Guerra **Board Members Absent:** Mary Ann Beach, Agosto Cuellar, Jimmy Mendiola, Ricardo Salazar, Jason Moran Andres Gonzalez. **Staff Present:** Jon Hinojosa, Stephen Guzman, Nicole Amri and Anahi Gonzalez **Guest:** Barry Middleman

**Meeting called to order at 11:43 AM:** Mike Schroeder, welcomed all present. The board was reminded that we need to have a minimum of 6 members present in order to establish a quorum. As a result, no quorum was established.

**September Minutes**

After review, Mike Schroeder advised that approval would have to be postponed until the next board meeting as a quorum was not established.

**September Financials & Development Report**

Jon presented a review of the YTD financials with a focus on expenditures made for the new building through our Capital Campaign account. Jon provided a detailed overview of our YTD Financial snapshot highlighting that most of the funds we received comes from grants and most of our expenses are for payroll. Jon advised that while at this point we are spending more than what we are bringing in, most of our major funders have begun their new fiscal year in our 4th quarter. Jon explained that our last quarter of the year is always more successful due to this as well as our big year-end fundraisers and events such as Muertitos Fest and Small Scale, which was moved from the beginning of the year to the end of the year in 2019. Approval of financials were postponed until next month's board meeting as no quorum was established.

**September Program & Organizational Update**

Nicole spoke on the most recent recruitment cycle and provided board members with information on the upcoming Spring recruitment taking place in February 2020. She advised board members on SAY Sí's involvement in the San Antonio Trauma Informed consortium as well as our recent partnership with Clarity Child Guidance Center and Laurel Ridge. Nicole spoke on the programming we have provided through our ABC program to Clarity and the recent Mental Health Training provided by Laurel Ridge to SAY Sí student mentors and liaisons. Stephen spoke about the Media Arts Film screening showcasing student work at City Base Cinema and provided details on the partnership we have with City Base Cinema through the sale of snack packs. Stephen reminded board members of the upcoming Muertitos Fest event taking place on November 1st and 2nd and invited all to participate. Board members were given organizational updates that included: Jon's Milestone Award presented by the National Guild for Community Arts Education, Nicole's role in introducing the keynote speaker at the annual conference for the National Guild, running a network meeting for A.R.E and her opportunity to be the keynote speaker for the New Hampshire Arts Education Partnership Conference in November, and Stephen's graduation from the SAAF Executive Leadership program. Jon reminded board members of the upcoming FY20 budget approval in the month of November.

**Governance Committee Update**

Nicole spoke about potential board members selected through SAY Sí's involvement in the SA2020 Board Game matching process based on their interests and our needs. Board members present reviewed all potential candidates and were advised that in order to move forward with nominations, there will have to be an electronic vote with a majority voting in favor as no quorum was established. After review, Billy Lambert motioned to accept the board members nominations seconded by Andrew Meyer. An email was sent by Jon to

all board members at the conclusion of the board meeting. A majority of board members voted in favor to accept new board members.

**Public Relations & Marketing Committee Update- Provided by Stephen**

Stephen spoke about the status of the 25th anniversary book as Tom Peyton is no longer a board member and he was playing a crucial role in its production. Stephen mentioned that after speaking with board member, Jimmy Mendiola, it was decided that the best option is to postpone the publication of the book in order to focus more on the Capital Campaign and to be more strategic about the process and timeline for publication. Stephen spoke about placing more of their focus on fundraising events for the new building.

**Capital Campaign Committee Update:- Provided by Mike Schroeder**

Mike spoke about the status of design development and construction design. Mike reported that we are now at 50% CD and will continue having full consultant meetings with all consultants in efforts for everyone to be on the same page. The next step is to start looking at cost of materials and review with all consultants.

**Announcements:**

The board was reminded of Muertitos Fest, our 2- day festival on November 1st and 2nd. Board members were also invited to an upcoming press conference about SAY Si's growth.

**After announcements were made, the meeting was adjourned at 12:51 PM.**

2019 Expenditures				
DESCRIPTION	MEDIA/PR	PERFORMANCE/C	LOGISTICS	TOTAL
EXPENDITURES				
<b>Professional Fees</b>				
Performers/Entertainment/Musicians		\$ 3,675.00		\$ 3,675.00
Rental, Furnishings & Equipment			\$ 1,184.72	\$ 1,184.72
Security			\$ 770.00	\$ 770.00
Vendor Food Permit Fees			\$ 263.68	\$ 263.68
<b>Supplies and Materials:</b>				
Event Signage	\$ 689.27			\$ 689.27
General Event Supplies & Materials			\$ 317.27	\$ 317.27
Event Design & Decorations			\$ 669.74	\$ 669.74
Workshop Supplies & Materials			\$ 916.51	\$ 916.51
Prop/Set Design Materials				\$ - .00
Generator			\$ 590.00	\$ 590.00
Event Concession			\$ 201.26	\$ 201.26
Gift Store Merch			\$ 493.73	\$ 493.73
<b>Publicity, Promotion and Printing:</b>				
Event Invitations/Brochures	\$ 346.50			\$ 346.50
T-Shirts	\$ 2,102.93			\$ 2,102.93
Media Buys: Current/FaceBook				\$ - .00
				\$ - .00
				\$ - .00
				\$ - .00
<b>Total Expenditures</b>	<b>\$ 3,138.70</b>	<b>\$ 3,675.00</b>	<b>\$ 5,406.91</b>	<b>\$ 12,220.61</b>

2019 Income	
In-Kind Donations	\$ 4,293.00
Sales	\$ 5,565.50
Ticket Sales	\$ 3,425.00
Vendors	\$ 4,379.00
Underwriting/Sponsors	\$ 8,900.00
<b>Total Income</b>	<b>\$ 26,562.50</b>
<b>DIFFERENCE</b>	<b>\$ 14,341.89</b>

# SAY Sí DEVELOPMENT REPORT

## October 2019

### Operational

**SAY Sí has recently received or has a commitment of the following funding:**

- Texas Commission for the Arts: \$14,100 & \$1,500 **committed**
- City of SA Department of Arts & Culture Invoice #5 - \$23,960 **received**
- Rack Gives Back - \$12,000 **received**
- Rackspace Foundation - \$7,500 **received**
- 2020 City of SA Department of Arts & Culture - \$239,605 **committed**
- 2020 City of SA Department of Human Services - \$50,000 **committed**
- Valero Energy Foundation - \$10,000 **received**
- Mission Trail Charities - \$1,500 **committed**
  
- **TOTAL FUNDS COMMITTED - \$360,165.00**

**SAY Sí has submitted or will submit proposals for the following funding this month and next month:**

- Baptist Health Foundation - \$7,500.00
- San Antonio Area Foundation - \$50,000
- Dickson-Allen Foundation - \$20,000
- San Antonio Junior Forum - \$2,500

**TOTAL FUNDS Submitted - \$80,000.00**

### Building Campaign

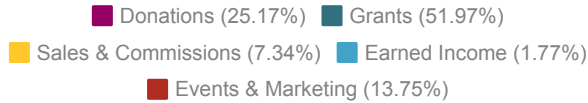
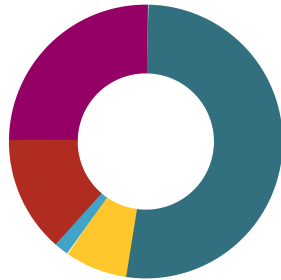
- City of San Antonio, TIRZ (2 years) - \$3,000,000.00 **committed**
- Bexar County (2 years) - \$1,000,000.00 **committed**
- New Market Tax Credits - \$3,000,000.00 **committed**
- Historic Tax Credits - \$2,600,000.00, **pending/likely**
- 
- Tobin Foundation \$3,000,000.00 **pending**
- Kronkosky - \$750,000.00 **pending**
- Semmes Foundation \$775,000.00 **pending**

Individual Donors - \$30,000.00 **committed** (4 members of capital campaign committee)

# SAY Sí Financial Snapshot

## Year to Date: October 2019

Income 2019

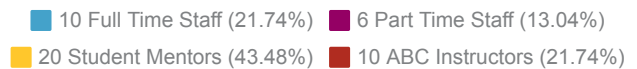


Expense 2019



**2019 Funders:**

- Adobe Systems Inc.
- Bank of America
- Bexar County Arts Fund
- City of San Antonio, DAC & DHS
- Greehey Family Foundation
- HEB Family Foundation
- Junior League of San Antonio
- Mission Trail Charities
- Rackspace Foundation
- San Antonio Area Foundation
- Surdna Foundation
- Texas Commission on the Arts
- The Blake Kymberly & George Rapier, III Charitable Lead Unitrust
- Wallace Foundation



**\$ 70,719**  
Income 2019

**\$131,716**  
Expenses 2019



<b>Company</b>	<b>Role</b>	<b>Contracted Fees</b>	<b>Actual Expenditures YTD</b>	<b>Balance</b>
Alderson & Associates, Inc	MEP	\$ 117,000	\$ 67,275.00	\$ 49,725.00
Big Red Dog	Civil	\$ 70,000	\$ 31,320.59	\$ 38,679.41
Gensler	Architect	\$ 435,000	\$ 273,847.55	\$ 161,152.45
Lundy & Franke Engineering	Structural Engineer	\$ 44,325	\$ 22,162.50	\$ 22,162.50
MP Studio	Landscape Engineer	\$ 36,200	\$ 15,750.00	\$ 20,450.00
Imburgia Consulting	Owner Rep	\$ 130,000	\$ 50,216.79	\$ 79,783.21
Structure Tone Southwest	Contractor	\$ 800,000	\$ 50,000.00	\$ 750,000.00
ieSmartSystems	Tech	\$ 138,350		
Intergrated Enviornments	HVAC System	\$ 53,812		
<b>Misc. Expenditures</b>				
Alamo As Built	Buidling Survey	n/a	\$ 9,784.43	
City of San Antonio	Rezoning Fees	n/a	\$ 3,372.92	
Professional Service Industries, Inc.	Geotechnical Report	n/a	\$ 5,850.00	
Terracon	Hazardous Materials Inspection	n/a	\$ 4,600.00	
<b>Total</b>			<b>\$ 534,179.78</b>	

**SAY SI**  
**Balance Sheet**  
As of November 14, 2019

	<b>Total</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
4122 Frost Operating	68,354.51
5056 Frost Payroll	30,398.37
9655 Frost Capital	2,194,706.31
Petty Cash	123.23
Trust Account at Alamo Title Company	350,000.00
<b>Total Bank Accounts</b>	<b>\$ 2,643,582.42</b>
<b>Accounts Receivable</b>	
Receivables	223,323.00
<b>Total Accounts Receivable</b>	<b>\$ 223,323.00</b>
<b>Other Current Assets</b>	
Employee Receivables	1,065.68
Undeposited Funds	734.26
<b>Total Other Current Assets</b>	<b>\$ 1,799.94</b>
<b>Total Current Assets</b>	<b>\$ 2,868,705.36</b>
<b>Fixed Assets</b>	
Assets	38,852.89
<b>Total Fixed Assets</b>	<b>\$ 38,852.89</b>
<b>TOTAL ASSETS</b>	<b>\$ 2,907,558.25</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable (A/P)	0.00
<b>Total Accounts Payable</b>	<b>\$ 0.00</b>
<b>Credit Cards</b>	
Credit	70,228.51
<b>Total Credit Cards</b>	<b>\$ 70,228.51</b>
<b>Other Current Liabilities</b>	
Accrued Expenses	0.00
AIE Scholarships Payable	0.00
Employee Retirement Withholding	-762.29
Line of Credit/Business Loan 2019	0.00
Line of Credit/Term Loan 2014	0.00
Line of Credit/Term Loan 2017	0.00
Payroll Liabilities	2,550.92
Student Scholarships Payable	596.97
Texas State Comptroller Payable	1,534.90
<b>Total Other Current Liabilities</b>	<b>\$ 3,920.50</b>
<b>Total Current Liabilities</b>	<b>\$ 74,149.01</b>
<b>Long-Term Liabilities</b>	
Frost Construction Loan	2,221.36
Vehicle Loan	0.00
<b>Total Long-Term Liabilities</b>	<b>\$ 2,221.36</b>
<b>Total Liabilities</b>	<b>\$ 76,370.37</b>
<b>Equity</b>	
Opening Balance Equity	1,778,380.62
Retained Earnings	-317,875.50
Net Revenue	1,370,682.76
<b>Total Equity</b>	<b>\$ 2,831,187.88</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 2,907,558.25</b>

**SAY SI**  
**Budget vs. Actuals: 2019 Budget**  
**October 2019**

	Total				YTD % of Annual Budget
	October Actuals	Year-to-Date Actuals	Monthly Budget	Annual Budget	
<b>Ordinary Revenue/Expenditures</b>					
<b>Revenue</b>					
1 Donations	17,802.30	112,538.33	15,833.34	190,000.00	59%
2 Grants	36,750.00	392,903.35	57,500.00	690,000.00	57%
3 Sales & Commissions	5,191.00	26,707.15	6,666.67	80,000.00	33%
4 Facility Rental	1,250.00	14,200.00	2,083.33	25,000.00	57%
5 Event Income	\$ 9,726.00	\$ 17,319.00	8,333.33	100,000.00	17%
<b>Total Ordinary Revenue</b>	<b>70,719.30</b>	<b>\$ 563,667.83</b>	<b>90,416.67</b>	<b>1,085,000.00</b>	<b>52%</b>
<b>Expenditures</b>					
1 Program Expenses	3,491.00	50,863.86	9,166.68	110,000.00	46%
2 Payroll & Benefits	61,714.01	600,463.04	56,666.67	680,000.00	88%
3 Administration and Overhead	6,572.12	112,303.29	7,499.99	90,000.00	125%
4 Facility & Maintenance	12,122.22	136,520.99	13,166.67	158,000.00	86%
5 Marketing & Event Expenses	12,701.54	38,141.03	3,916.67	47,000.00	81%
<b>Total Expenditures</b>	<b>\$ 96,600.89</b>	<b>\$ 938,292.21</b>	<b>\$ 90,416.68</b>	<b>\$ 1,085,000.00</b>	<b>86%</b>
<b>Net Ordinary Revenue</b>	<b>-\$ 25,881.59</b>	<b>-\$ 374,624.38</b>	<b>-\$ 90,416.68</b>	<b>\$ 0.00</b>	
<b>Other Revenue/Expenditures</b>					
<b>Other Revenue</b>					
6 Reserve Fund (Building Capital Campaign)		2,483,859.84	\$ -	\$ -	-
<b>Total Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 2,483,859.84</b>			
<b>Other Expenditures</b>					
3 Capital Expenditures	\$ 49,302.50	\$ 538,552.70			
4 Rental Building (Escrow Account)	\$ 25,000.00	\$ 200,000.00			
<b>Total Other Expenditures</b>	<b>\$ 74,302.50</b>	<b>\$ 738,552.70</b>			
<b>Net Other Revenue</b>	<b>-\$ 74,302.50</b>	<b>\$ 1,745,307.14</b>			
<b>Gross Profit</b>	<b>-\$ 100,184.09</b>	<b>\$ 1,370,682.76</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	

	<b>2019</b>	<b>2020</b>
	<i>Current</i>	<i>Projected</i>
<b>Income</b>		
Commissions & Sales	80,000	110,000
Earned Income - rentals	25,000	30,000
Leasehold income	-	50,000
Pro-Rated Share	-	4,000
Management Fees	-	1,000
Donations	140,000	180,000
Board/Leadership Giving	50,000	50,000
Grants	690,000	825,000
Special Events	100,000	130,000
<b>Income</b>	<b>1,085,000</b>	<b>1,380,000</b>
<b>Program Expenses</b>		
Art Supplies	15,000	20,000
Media Art Materials/Supplies	15,000	20,000
Theatre Supplies	15,000	20,000
WAM - Middle School	5,000	8,000
HIVE - New media	5,000	8,000
Community Program Supplies	5,000	8,000
New Program Supplies	-	15,000
Equipment Lease	20,000	20,000
Visiting Artists	25,000	25,000
Board, Staff & Student Development	5,000	5,000
<b>Total: Program Expense</b>	<b>110,000</b>	<b>149,000</b>
<b>Payroll</b>		
Payroll Expense	585,000	775,000
Payroll Service Fee	5,000	8,000
Payroll Tax Expenses	45,000	55,000
Employee Benefits/Medical/Retirement	45,000	55,000
<b>Total: Payroll Expense</b>	<b>680,000</b>	<b>893,000</b>
<b>Overhead</b>		
Bank & Finance Charges	10,000	10,000
Insurance	18,000	24,000
Postage and Delivery	3,000	3,000
Professional Fees	16,000	22,000
Supplies: Building, Office, Ref.	30,000	40,000
Vehicle/Mileage	3,000	3,000
Travel	10,000	15,000
<b>Total: Admin. Expense</b>	<b>90,000</b>	<b>117,000</b>
<b>Facility</b>		
Building Loan   Fees	50,000	-
Facility Maintenance/Repairs	15,000	25,000
Contract Labor	28,000	45,000
Utilities	60,000	85,000
Capital Equipment/Furnishings	5,000	5,000
<b>Total: Facility Expense</b>	<b>158,000</b>	<b>160,000</b>
<b>Marketing</b>		
PR/Dues/Resources and Art Aqu.	8,000	8,000
Special Events	35,000	45,000
Printing and Reproduction	4,000	8,000
<b>Total: Marketing Expense</b>	<b>47,000</b>	<b>61,000</b>
<b>Total Expense</b>	<b>1,085,000</b>	<b>1,380,000</b>
<b>Net Revenue over Expenses</b>	<b>-</b>	<b>-</b>