



Board of Directors Meeting  
Minutes of July 27, 2023  
CCYS Corporate Office

**Board Members Present:** Chair S. Salvatin; Deacon Juan; Belinda Smith; Judith Waelbrock; Alan Price; Emeritus Jimmy Lago

Staff Present: John Watkins, Executive Director

The meeting was called to order at 6:35 by Chair Salvatin

**Prayer & Reflection:** The prayer and reflection was led by Sean Salvatin

**Review and Approval of Minutes:** A motion was made by J. Waelbrock and seconded by Alan Price to approve the minutes of June 22, 2023 as corrected. The motion passed.

## **BOARD BUSINESS**

a. Chair Report: S. Salvatin reported that Alan Price appointment to the Board was approved by Bishop Soto. Alan who has been serving on the Finance Committee was warmly welcomed to the Board.

b. Board Retreat: S. Salvatin went over the logistics for the Board Retreat on August 11, at St. Dominic's Church in Benicia. The retreat will start with mass at 8:15 after which Board members will move to the ministry center for the rest of the retreat with the afternoon session being led by a facilitator. Sean reiterated that the purpose of the retreat was spiritual enrichment, strengthening bonds of unity and fellowship among Board members, and discernment of our mission, with a primary focus on the CCYS needs assessment.

Membership: There is a need for Board members from Yolo County to aide in proposed program expansion in that area. Areas for recruitment included West Sacramento, Winters, and Davis. It was suggested that local parishes be contacted. At this point J. Lago is the main point person for Yolo.

c. Finance Committee: B. Smith reported that the Finance Committee met on July 19<sup>th</sup>, items for discussion were the Audit report and County Demand letter, final approved budget, investments, and grant evaluation form. She reported that the audit was still in progress and that Creating Answers had provided comments to be added to the draft audit.

J. Watkins received a letter from the County, as requested, that the amount due is \$245,804.17 and verifying that the final payment will be due in January of 2024. John will be sending the first reimbursement check to the County in July.

The Committee briefly reviewed the budget and grants evaluation form, and suggested minor changes to the grant evaluation form. We are still reviewing policy for any future investments, but are coming upon the date for which the CD must be continued or changed. J. Watkins will be talking to the bank for best options.

Action Items: First payment to be made to the County, talk to J. Waelbrock's son about investments, follow-up on grant evaluation form.

d. Fundraising Committee: J. Lago reported that the Alpha Media digital appeal will be starting in September. The analytics from the digital appeal will be helpful in planning future fundraising opportunities. The Committee has identified the need to raise \$170,000 in FY 23-24 and possibly an additional \$50,000.

Action: Continue to flush out details of future events

### **Executive Director's Report:**

#### **Concerns**

J. Watkins provided an overview of current programs and funding for FY 2023-2024, and update on staffing issues.

**Wrap-up - Sean** reported that St. Catherine's was having a Luau and a three night movie event, all are welcome

**Closing Prayer** – The closing prayer was offered by Deacon Juan

A motion was made by J. Waelbrock to adjourn and seconded by Deacon Juan the motion was approved. The meeting adjourned at 8:15 pm

Submitted by B. Smith