

**Board of Directors Meeting Minutes**  
**Wednesday, January 23, 2019, 4:00 – 6:00 p.m.**  
**Sally Cheever Girl Scout Leadership Center**

**Board Members in Attendance**

Jeannie Frazier, Chair  
Dr. Gretcha Flinn, 1<sup>st</sup> Vice Chair  
Mary Henrich, 2<sup>nd</sup> Vice Chair  
Annie Uribe Turner, Treasurer  
Cariño Cortez  
Gwendolyn Jaramillo  
Wendy Kowalik  
Lori Johnson Leal  
Jessica Mobley  
Teri Wenglein  
Jay Uribe  
Angie Salinas, Ex Officio

**Attendance by Phone**

Jelynne LeBlanc Burley, Secretary  
Dr. Sarah Baray  
Ramon Flores  
Monica Moore-Gonzalez  
Roger Graham  
Dr. Arcelia Johnson-Fannin  
Terri Ketterer  
Maritza Rodriguez

**Girl Board in Attendance**

Caroline Medina, Chair  
Malena Desai  
Mia Garcia  
Kayla Isbell  
Elizabeth Mueller  
Unnati Penta  
Emily Rusk  
Isabel Salinas  
Adrianna Shuck  
Alisha Siddiqui

**Girl Board Members Absent**

Caterina Parafina  
Cassandra Van Alstyne

**Staff in Attendance**

Angie Salinas, CEO  
Blythe Simonson, CFO  
Stephanie Finleon Cortez, CDCO  
Alison Turner, EA  
Ed Scott, IT  
Lisa Garcia, Director Business Ops.

**Board Members Absent, Excused**

Mary Rose Brown  
Deena Clausen  
Teri Grubb

**Call to Order**

Ms. Frazier called the meeting to order at 4:06 p.m.

Miss Medina led the Pledge of Allegiance followed by the Girl Scout Promise and Mission Statement. Miss Mueller shared her mission moment.

The following items were presented for approval in the Consent Agenda:

- December 5, 2018 Board of Directors Meeting Minutes
- Motion to approve Board Approved Volunteer Awards

Ms. Wenglein moved to approve the items on the Consent Agenda. It was seconded, and the motion carried.

**Chair Update**

Ms. Frazier reviewed the December 20, 2018 Executive Committee Action by Written Consent, authorizing an expenditure of Board Designated Building Funds, up to \$62,500 for three HVAC unit replacements and a new HVAC control system. She shared her **G.I.R.L.**<sup>TM</sup> moment as a Risk-taker, climbing Mt. Kilimanjaro.

Mr. Flores moved to amend the order of the items on the agenda, with the section Provide Engaging Programs for Girls to follow the CEO Update. It was seconded, and the motion carried.

## CEO Update

Ms. Salinas recapped the 2018 Fall Product Program and provided an update on the 2019 Cookie Program and Cookie Rally. She spoke on national and council membership trends, membership goals in relation to the budget and presented staff highlights.

## Provide Engaging Programs for Girls

Mr. Flores delivered the Long-Range Property Update and the status of the three priority projects:

- A civil-engineering proposal received for the Sally Cheever Leadership Center backyard and another coming soon to address drainage issues.
- studioOutside visited Camp La Jita last week and is preparing design-build documents to help with priority list projects.
- The committee is in coordination with Edgewood ISD to discuss next step for the West Side Leadership Center.

Ms. Frazier added there was a joint meeting between the Long-Range Property and Fund Development Committee that took place last week with both board and community members.

## Attract and Retain a More Diverse Volunteer Base

Dr. Baray reported on Board Development Committee activities, recruiting and interviewing prospective candidates for the 2019 slate.

Ms. Finleon Cortez provided an update on United Way and the new process for allocating funds. She advised 5 proposals were submitted and 2 interviews have been completed.

## Increase and Diversify Funding

Ms. Mobley delivered the 2017 – 2018 Audit Report. The Audit Committee presented a motion to accept the Fiscal Year 2018 Audited Financial Statements. The motion passed.

Ms. Uribe Turner presented the financial report ending November 30, 2018. Results show 5.22 Months in Cash Reserves and Girl Program Expenses steady at 83%. Ms. Simonson briefed on the variance in Personnel Expenses between November 2017 and November 2018, noting staff salary raises and three pay periods in November, 2018 versus two in November, 2017.

Ms. Henrich provided the Fund Development update, covering the continuous grant writing process and upcoming proposals, Juliette's Circle growth, and the Topgolf Fundraiser on March 7, 2019. She spoke on the steps required in preparation for a potential Capital Campaign.

Ms. Frazier discussed the consideration of an advisory committee.

## Executive Session

The board adjourned into Executive Session at 4:52 p.m. for administrative reminders. The meeting reconvened from Executive Session at 4:53 p.m. with no action taken.

## Adjourn

The board adjourned at 4:53 p.m.