



AGENDA

Meeting #1

Tuesday, January 23, 2018

JM Lexus Dealership:

5350 W Sample Rd, Margate, FL 33073

(Service Building on the 3rd floor CONFERENCE ROOM A)

Mission

Empowering immigrants and others to become self-sufficient, productive and civically engaged.

Hispanic Unity of Florida
Board of Directors Meeting
AGENDA
Tuesday, January 23, 2018

We will start the meeting promptly at 4pm

1. 4:00pm **Call to Order/ Roll Call** **Charles Tatelbaum**
2. 4:05 **Installation of Board Officers**, Steve Sampier, Governance Chair
3. 4:15 **Presentations** Chair, Charles Tatelbaum **Information**
 - Special Presentation
 - Welcome Carolina Cardozo to HUF Board of Directors
 - Member to Member Meet-UPs – Feedback
 - Mission Moment & Staffer Profile – Emerging Entrepreneur & Ana Maria Ceballos
4. 4:35 **2018 Budget** Emma Pfister & Virginia Cielo **Action** *Emailed Separately*
5. 5:05 **Governance** Steve Sampier **Information**
 - Bylaws Discussion
 - Program Tours Experiencing the Mission: Dan Herz, Daphne Maingot & Dr. Rolando Garcia
6. 5:25 **Development**
 - **Stewardship & Events** – Shani Wilson **Information** *pgs. 1-12*
7. 5:35 **Consent Agenda** **Action** **Charles Tatelbaum**

Consent agenda items are items that may not need individual discussion and may be voted as one item. Any Board member wishing to discuss an item may move to have it considered individually.

 - i. Rolando Mora Resignation *pg. 13*
 - ii. December 2017 Board Minutes *pg. 13-15*
 - iii. Finance Committee Minutes, December 2017 *pg. 16-17*
 - iv. Financials October 2017 *pg. 18-21*
 - v. Governance Committee Minutes – December 2017 *pg. 22*
 - vi. Advocacy Committee Minutes, December 2017 *pg. 23*
8. 5:40 **Willy Gomez, Special Presentation**
9. 5:50 **Executive Session**
10. 6pm **Adjourn**

17 Active Board members /10 required for quorum and vote

Hispanic Unity of Florida
BOARD OF DIRECTORS ATTENDANCE MATRIX

| BOARD MEMBER | Jan 2017 | Feb 2017 | Mar 2017 | Apr 2017 | May 2017 | June 2017 | July 2017 | Aug 2017 | Sep 2017 | Oct 2017 | Nov 2017 | Dec 2017 |
|----------------------------------|----------|----------|----------|----------|----------|-----------|------------|------------|----------------------------|----------|----------|----------|
| AKITI, Melida | E | P | E | P | P | | No Meeting | No Meeting | Cancelled – Hurricane Irma | P | P | P |
| DORN Malena | P | P | P | P | P | | | | | A | P | P |
| GARCIA, Rolando, Ph.D. | | | | | | | | | | P | P | P |
| GOMEZ, Willy | P | P | P | E | P | | | | | P | P | P |
| GONZALEZ, Jorge | P | P | P | P | E | | | | | P | E | P |
| GUERRERO, John | P | P | P | P | P | | | | | P | P | P |
| HERZ, Dan | | | | | | | | | | P | E | P |
| LIMA, Hector | | P(T) | P | P | P (T) | | | | | P | P(T) | E |
| MAINGOT, Daphne | | | | | | | | | | | P | P |
| MORA, Rolando | E | E | E | P | E | A | | | | P | A | A |
| PARADOWSKI, Christina | P | P | P | P | P | | | | | P(T) | P | P |
| PFISTER, Emma | P | P | P | E | E | | | | | P | E | P |
| QUINTANA, Al | P | P | P | P | P | | | | | P | P | E |
| RODRIGUEZ, Lucia | E | P | P | P | P | | | | | E | P | P |
| SAMPIER, Steve | P | P | P | P | P | | | | | P | P | P |
| TATELBAUM, Chuck | P | P | P | P | P | | | | | E | P | P |
| Total Board Members | 13 | 13 | 13 | 13 | 13 | | | | | 15 | 18 | 18 |
| Present: P / T= Telephone | 9 | 12 | 11 | 11 | 10 | | | | | 12 | 14 | 13 |
| Excused: E | 3 | 1 | 2 | 2 | 3 | | | | | 2 | 3 | 2 |
| Absent: A | 1 | 0 | 0 | 0 | 0 | | | | | 1 | 1 | 1 |
| Board Members Present | 69% | 92% | 85% | 85% | 77% | | | | | 80% | 78% | 83% |

Thank You

Donor Engagement from
HUF's Board of Directors



Empowering a new generation of Americans for 36 years



What

Day 1

HUF receives a donation, pledge or grant funds

HUF emails details of gift & donor/funder info to board member

Within 2 days

Donor/funder receives thank you phone calls

- Board Member personally thanks donor/funder for support (phone call or handwritten note)
- **OPTION: Evaluates natural next step – tour, coffee, lunch**
- HUF Staffer thanks donor /grantor with a phone call (includes program highlight and invitation to visit HUF)

Within 3-5 days

Donor/funder receives thank you letter from HUF

Board member shares info from phone call with HUF via email



What

HUF will email you the following for each Donor/Funder:

- Phone number
- Mailing address
- Amount of gift
- Specific program(s) supported by gift (if appropriate)

Connect with donors in a way that works best for you...

Make a phone call or send a handwritten note.

- If you are unable to reach a Donor/Funder by phone, please leave a voicemail message and follow up with a handwritten note.
- We recommend using your personal stationery or business stationery.
- Deeper Stewardship: Invite the donor/funder for coffee ... get to know him/her

Please share info from phone call with HUF via email

- If we don't hear from you about the donor/funder phone call, HUF will follow up with you (by email and/or phone call) regarding any updates from your interaction with the Donor/Funder.



Example Phone Call

I am Daphne Maingot, and I'm a volunteer and Board Member with Hispanic Unity of Florida. Our CEO just shared with me that you made a \$1,000 gift and I wanted to personally thank you for your generosity. Your gift means preschoolers from immigrant families are meeting and exceeding the Florida Department of Education's expectations for kindergarten readiness exams.

Our success would not be possible without your support.

Thank you, Thomas, for investing in our clients and in Hispanic Unity.



Example Handwritten Note

Penelope,

My name is John Guerrero; I'm a Board Member with Hispanic Unity of Florida and our CEO shared that you made a \$1,000 gift to our Unity 4Kids program. Thank you so much for your generosity. You're making a difference in the lives of our preschoolers and their families.

Our success would not be possible without your support!

*Best Regards,
John*



Who & When

Proposed
Board of Directors
Thank You Call Calendar

| Month | Board Member | Back-Up Board Member |
|-----------|----------------------|----------------------|
| January | Dan Herz | Angie Stone |
| | Steve Sampier | |
| February | Dr. Rolando Garcia | Dan Schevis |
| March | Carolina Cardozo | Hector Lima |
| April | Steve Sampier | Al Quintana |
| May | Lucia Rodriguez | Emma Pfister |
| June | Daphne Maingot | Willy Gomez |
| July | Dan Schevis | Angie Stone |
| August | John Guerrero | Charles Tatelbaum |
| September | Willy Gomez | Dan Herz |
| October | Al Quintana | Dr. Rolando Garcia |
| November | Emma Pfister | John Guerrero |
| | Carolina Cardozo | Steve Sampier |
| December | Charles Tatelbaum | Daphne Maingot |
| | Christina Paradowski | Melida Akiti |



35 YEARS
Empowering Lives

Circle of Friends





Stewardship & Cultivation

- Ongoing engagement with donors
- Follow up on invitations to open houses, Empowerment Tours, Donor Recognition Reception, program tours and other events
- Plain ol' "thanks"



Stewardship & Cultivation

- Thank you event (March 2018)
- Donor Open House & Dinner w/CEO (Mid-2018)
- Renewal & Recruitment Event (Late 2018)

**We Need
Venues & Sponsorships**



2018 Entrepreneur Summit

SAVE-THE-DATE – Friday, September 28, 2018

- Nova Southeastern University, Carl DeSantis
- Sponsorship Opportunities – Workshops, Exhibit Hall, Coffee Breaks, Keynote Speaker, American Dreamer Award Presenters, and more!

We Need
Sponsorships, Speakers & American Dreamers



Thank You

From: Mora, Rolando J [mailto:rjmora@KPMG.com]
Sent: Wednesday, January 03, 2018 10:22 AM
To: Josie Bacallao
Cc: Steve Sampier (Ssampier@cs.com); Charles M. Tatelbaum; Jorge Gonzalez (jorge.gonzalez33326@gmail.com); Felina Furer
Subject: RE: Thank you and Goodbye!

Josie – Happy New Year.

Thank you for the note below. My experience at HUF has been fantastic and I will continue to support as much as possible.

Unfortunately I am out of town a ton in January. Any chance we can do Feb?

Thanks!

Rolando Mora | Partner | Business Tax Services | KPMG LLP
Direct: 305.341.6415 | Mobile: 305.720.1376 | Email: rjmora@kpmg.com
Conf: 1.877.720.9618 | Passcode: 4412003

From: Josie Bacallao [mailto:jbacallao@hispanicunity.org]
Sent: Wednesday, December 20, 2017 3:58 PM
To: Mora, Rolando J <rjmora@KPMG.com>
Cc: Steve Sampier (Ssampier@cs.com) <Ssampier@cs.com>; Charles M. Tatelbaum <cmt@TrippScott.com>; Jorge Gonzalez (jorge.gonzalez33326@gmail.com) <jorge.gonzalez33326@gmail.com>; Felina Furer <FFurer@hispanicunity.org>
Subject: Thank you and Goodbye!

Roly, thank you for call last week.

We understand that both your professional and personal situations have dramatically changed from when you first joined the HUF board.

You are on the fast track at work – and home – now that you’re a dad.

Time is very limited and precious for you.

We want to THANK YOU for all you’ve done for HUF since joining us in 2013.

We’d like to recognize your service at the January board meeting.

Is it possible for you to visit for 15-20 minutes?

Best,
Josie

Josie Bacallao | President & CEO

5840 Johnson St, Hollywood FL 33021 / **UnidosUS Affiliate of the Year**

PH: 954.342.0298 | Cell 954.683-2028 | Fax 954.964.8646 | Email JBacallao@Hispanicunity.org

MINUTES December 5, 2017
Hispanic Unity of Florida
Board of Directors Meeting

Call to Order

Meeting was called to order at 4:06pm by Willy Gomez.

Presentations

- **Check Presentation**—Broward College, Dr. Garcia
- **Plaque Presentation**—Felipe Pinzon presented Dr. Garcia with a VITA plaque in recognition for his and BC's support with in-kind space to train VITA volunteers for the 2017 season
- **Member to Member Meetings Feedback:** Willy Gomez encouraged board members to try and make the effort to connect.

Governance

Steve Sampier proposed on behalf of the Governance Committee, the acceptance of Carolina Cardozo, Esq. as a HUF board member.

Motion: Steve Sampier motioned accept Carolina Cardozo as a HUF board member. Dr. Rolando Garcia provided the second. The motion passed.

Steve reviewed the proposed 2018 Board Officers Slate (as presented at the November 2017 board meeting) based on the recommendations made by the Governance Committee.

Motion: Steve Sampier motioned to accept the 2018 proposed Slate of Officers for 2018. The motion was seconded by Willy Gomez. The motion passed.

Program Division Updates

Felipe Pinzon presented HUF's **Program Division Organizational and Leadership Chart**, He reviewed information on the program division's leaders, their longevity with HUF, management and program depth and succession planning:

- Four directors report to Felipe and four new supervisors who report to these directors
- Professional growth is planned for and is intentional. Staff – assistant directors, supervisors and as well as front-line staffers, are sent to training conferences and in many cases they present at the events on panels.
- Retention efforts include competitive benefits, PTO, promoting from within and decisions not being made in isolation

Felipe also gave an update on the **American Dream Institute**. Expanding into Miami-Dade was intentional and part of HUF's Strategic Plan. The expansion occurred organically with an invitation by the Office of New Americans to provide citizenship services. Studies show that new citizens see an increase of as much as 10% in income. Daphne Maingot suggested we should look into involving Miami-Dade residents either on the board or advisory committees as they could also assist HUF in securing funding.

Development

A **Circle of Friends** Events Recap was provided by Shani Wilson. \$9k was raised by the soft launch of online pages. The cocktail reception raised \$22k with \$15k in net funds after direct expenses. The Mission Moment video was played sharing Tania Chinchilla's story. Shani emphasized we are in need of future space to host another event and sponsorship.

Feedback from board was that the food, venue and presentations were spot on. In the future it was suggested that individual giving pages should be after the 3rd event of the year. It's clear that the cocktail reception brought in larger donations verse online contributions. Dr. Garcia offered having an event at "Tiger Tail" at Broward College for a more outdoorsy physical activity.

Chair of the Board

- **State of the Agency Board:** Willy Gomez noted this was his last board meeting as Chair. He shared he was very proud of HUF's 35th anniversary, the Miami-Dade expansion, progress made on HUF's five year plan, addition of the Advocacy Committee, strategic investment in expanding staff, securing of new funding

and the strategic thinking that goes into making decisions. He ended on encouraging the board members to keep fundraising aggressively and not to get lost in Dade.

- **Board Member Recognition:** Malena Dorn's last meeting as a board member for the past six years. Malena has a 20+ year history with HUF. Jorge Gonzalez, HUF Treasurer who served an additional year was thanked for his many contributions as Finance Committee Chair, Audit Committee Chair and Treasurer. Both of them were thanked for their insight and contributions.

Consent Agenda

Motion: Chuck Tatelbaum moved to accept the consent agenda and Malena Dorn provided the second. The motion passed.

Adjourned Meeting was adjourned at 5:12pm. The board proceeded to its annual social at the Tower Club and they were joined by several board member emeriti.

**Hispanic Unity of Florida
Finance Committee Meeting
December 14, 2017**

Attendance Sheet Attached:

4 members present, 2 members on phone, 3 members excused, 1 member resigned (Rolando Mora.)
Attendance Sheet attached.

Mr. Gonzalez called the meeting to order at 8:36 am.

Discussion

Ms. Pfister will Chair the committee beginning January 2018. Mr. Moro will no longer be able to actively participate on the committee due to work time constraints and resigned. Ms. Maingot was welcomed as a new member to the committee.

Program Update

Mr. Pinzon shared that since October there has been a decrease in public benefit funding. Therefore, 3 employees will be laid off with their last day January 19th. HUF is helping them connect with other employers. These 3 employees have met with our own employment coaches to aid in resume building, job searches, etc. Going forward each program is being evaluated separately and no other programs have funding issues at this time. 2018 marks the launch of the COMPASS and Citizenship program expansion in Dade.

October 2017 Financials

Ms. Cielo stated that we were *not* approved for the Bank of America \$30K equipment loan due to the underwriting requirements for a loan versus a LOC originally proposed.

Update: HUF nonetheless is proceeding with the project as it is a “mission critical” project.

Accounts Receivable

Mr. Valluri stated shared that two items from the City of Hollywood should be received by the end of the month. UnidosUS (formerly NCLR) also are currently processing our checks as well. Several board member dues were billed in September – all others in January.

MONTH OF OCTOBER

Reconciliation of UNR Net Assets:

| | | |
|---|-----------------------------------|---|
| 1 | Gain From Program Operations | 345,989 |
| 2 | Loss from Support Services | <u>(565,997)</u> |
| | Inc(Dec) in UNR Net Assets | \$(220,008) Operating Gain(Loss) |

In October the YTD loss of (\$220K) was more by (\$4K) compared to the projected loss for this period.

- 1) Development over net projection by \$40K due to exceeding the revenue projection, and
- 2) Programs under net projection by (\$20K).

Program's total contribution year-to-date toward administrative and shared fixed costs to the agency totals \$758K.

The Development area contributed \$226K year-to-date toward administrative and shared fixed costs to the agency.

Cash

Year to date cash decreased by (\$92K) as a result of the following activities:

| | |
|--------------------|--|
| \$ (405,241) | Inc/(Dec) in Net Assets |
| 99,648 | Depreciation, Provision for Uncollectible & Amortization of forgivable mortgages |
| 161,518 | Net cash provided (consumed) by operating activities |
| (96,377) | Investing Activities |
| <u>147,920</u> | Financing Activities |
| \$ (92,532) | Inc/(Dec) in Cash |

MOTION:

Mr. Nazur moved to accept the October financials. Mr. Bacher seconded the motion. The motion passed.

2018 Budget

The budget for 2018 is projected with a loss of (\$115K) which matches the forecast in the strategic plan. In 2019 all expenses will need to be covered and a profit projected.

The Program Funding includes \$120K for COMPASS secured from CSC and \$100K projected from the TK Foundation. Overall there is \$225K of new money included in the 2018 budget. Very little federal government funding is projected – \$230K – primarily the IRS and USCIS.

The committee agreed not to vote today on the 2018 Budget due to needing more time to review. **On January 8th at 10:30am there will be conference call to hold the vote.** Virginia asked that any questions or information needed to please contact her prior to the 8th.

Development Update

Shani Wilson shared a quick update on the board giving page and that the Circle of Friends event raised \$56K in contributions for the Bridge program.

Meeting adjourned at 9:59 am.

HISPANIC UNITY OF FLORIDA

Financial Statements (Unaudited)

FOR TEN MONTHS ENDING OCTOBER 31, 2017

Prepared by: Prasad Valluri, December 1, 2017

Reviewed by: V. Cielo, , December 11, 2017

HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF FINANCIAL POSITION
FOR TEN MONTHS ENDING OCTOBER 31, 2017
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

| | 2017 | 2016 | |
|---|------------------|--------------|--|
| Assets | | | |
| Current Assets | | | |
| Cash | \$ 896,296 | \$ 988,828 | Stmnt Cash Flows - Pg 4; Detail - Pg 5 |
| Grants receivable | 396,502 | 239,168 | |
| Unconditional promises to give, net | 435,000 | 777,400 | |
| Prepaid Expenses | 57,437 | 44,767 | |
| Total Current Assets | 1,785,235 | 2,050,163 | |
| Non-Current Assets | | | |
| Long-term unconditional promises to give | 69,355 | 69,355 | |
| Property and equipment, net | 1,463,040 | 1,465,911 | |
| Deposits and other assets | 18,671 | 19,068 | |
| Total Non-Current Assets | 1,551,066 | 1,554,334 | |
| Total Assets | \$ 3,336,301 | \$ 3,604,497 | |
| Liabilities and Net Assets | | | |
| Current Liabilities | | | |
| Accounts payable and accrued expenses | \$ 255,967 | \$ 266,842 | |
| Current portion of mortgages payable | 38,645 | 38,645 | |
| Line of credit | 180,000 | - | |
| Total Current Liabilities | 474,612 | 305,487 | |
| Noncurrent Liabilities | | | |
| Mortgages payable, net of current portion | 723,278 | 755,358 | |
| Total Liabilities | 1,197,890 | 1,060,845 | |
| Commitments and Contingencies | | | |
| Net Assets | | | Change |
| Unrestricted | 825,889 | 1,045,897 | (220,008) |
| Temporarily restricted | 1,312,522 | 1,497,755 | (185,233) |
| Total Net Assets | 2,138,411 | 2,543,652 | (405,241) |
| Total Liabilities and Net Assets | \$ 3,336,301 | \$ 3,604,497 | |
| Gain from Program Operations | 345,989 | | |
| Loss from Support Services | (565,997) | | |
| Increase (Decrease) | (220,008) | | |

HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF CASH FLOWS
FORTEN MONTHS ENDING OCTOBER 31, 2017
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2016)

| | 2017 | 2016 |
|--|-------------------|-------------------|
| Cash flows from Operating Activities: | | |
| Change in net assets | \$ (405,241) | \$ 294,265 |
| Adjustments to reconcile change in net assets to cash provided by operating activities: | | |
| Depreciation | 99,648 | 116,635 |
| Provision for uncollectible promises to give | | - |
| Changes in assets and liabilities: | | |
| (Increase) decrease in grants receivable | 17,993 | (63,518) |
| (Increase) decrease in unconditional promises to give | 167,074 | (293,165) |
| (Increase) decrease in prepaid expenses | (12,671) | (11,453) |
| (Increase) decrease in security deposits and other assets | - | (13,504) |
| (Decrease) increase in accounts payable and accrued expenses | (10,877) | 94,058 |
| Total adjustments | 261,166 | (170,947) |
| Net Cash Provided by (Used in) Operating Activities | (144,074.62) | 123,318 |
| Cash Flows from Investing Activities | | |
| Acquisition of property and equipment | (96,377) | (88,202) |
| Cash Flows from Financing Activities | | |
| Borrowing (Repayment) of line of credit | 180,000 | (190,683) |
| Borrowing (Repayment) of mortgage notes | (32,080) | 490,302 |
| Net Cash (Used In) Provided by Financing Activities | 147,920 | 299,619 |
| Increase (Decrease) in Cash | (92,532) | 334,735 |
| Cash - Beginning of Year | 988,828 | 654,093 |
| Cash - End of Period | \$ 896,296 | \$ 988,828 |
| Supplemental disclosures: | | |
| Interest paid during the year | \$ 39,738 | \$ 44,677 |

Cash Detail

As of October 31, 2017

Unrestricted and Temporarily Restricted Cash:

| | | | | |
|-----------------|------------------|---------|--------------------------|---|
| Bank of America | Operating | 15,923 | | |
| Bank of America | Payroll | 1,920 | | |
| Petty Cash | Imprest | 800 | | |
| Bank of America | Capital/Building | 17,195 | | |
| Bank of America | Business Savings | 247,469 | 283,307 | Unrestricted |
| Bank of America | TR Funds | 612,989 | 612,989 | Temporarily Restricted |
| | | | <u>\$ 896,296</u> | Total Unrestricted and Temporarily Restricted Cash |

| Temporarily Restricted Funds Schedule | | | | | | |
|--|---------|---------------------|---------------------|-------------------|---------------------|------------------------|
| As of October 31, 2017 | | | | | | |
| | | December 31, | Increase/ | | Increase/ | October 31, |
| Awards Brought Forward to 2017 | | 2016 | (Decrease) | Additions | (Decrease) | 2017 |
| BB&T 2017 Pledge | CE | 25,000.00 | (25,000.00) | | | - |
| BB&T 2018 Pledge | CE | 25,000.00 | - | | | 25,000.00 |
| Comcast 2017 | U4K | 20,000.00 | (20,000.00) | | | - |
| Community Foundation - Bridge 06/01/16-05/31/17 | FE | 39,958.60 | (39,958.60) | | | - |
| Community Foundation/Tate 2016-2021 Pledge | U4K | 15,000.00 | (15,000.00) | | | - |
| Community Foundation/Tate 2016-2021 Pledge | U4K | 15,000.00 | - | | | 15,000.00 |
| Community Foundation/Tate 2016-2021 Pledge | U4K | 15,000.00 | - | | | 15,000.00 |
| Community Foundation/Tate 2016-2021 Pledge | U4K | 15,000.00 | - | | | 15,000.00 |
| Development Awarded for 2017 | DEV | 59,822.00 | (59,822.00) | | | - |
| JP Morgan Chase 07/01/16-06/30/17 | CWF | 48,296.99 | (48,296.99) | | | - |
| JP Morgan Chase 07/01/16-06/30/17 | FE | 55,000.00 | (55,000.00) | | | - |
| JP Morgan Chase 07/01/17-06/30/18 | CWF | 100,000.00 | (34,723.43) | | | 65,276.57 |
| JP Morgan Chase 07/01/17-06/30/18 | FE | 110,000.00 | (34,824.46) | | | 75,175.54 |
| Moran Foundation 01/01/18-12/31/18 | CWF | 350,000.00 | (272,820.03) | | | 77,179.97 |
| Moran Foundation 01/01/19-12/31/19 | CWF | 350,000.00 | - | | | 350,000.00 |
| NALEO 07/01/16-06/30/17 | CE | 18,212.00 | (18,212.00) | | | - |
| NCLR - Digital Advocate 09/01/16-08/31/17 | CE | 16,126.32 | (16,126.32) | | | - |
| NCLR - Rico 03/01/16-02/28/17 | PB | 9,454.77 | (9,454.77) | | | - |
| Orange Cnty/TK Foundation 01/31/16-01/31/17 | HIGH | 12,014.22 | (12,014.22) | | | - |
| Orange Cnty/TK Foundation 01/31/17-01/31/18 | HIGH | 100,000.00 | (86,255.72) | | | 13,744.28 |
| State Farm 09/01/15 to 08/31/16 | U4T | 8,869.74 | (2,986.37) | | | 5,883.37 |
| Target 04/01/16-04/01/17 | U4T | 50,000.00 | (50,000.00) | | | - |
| Target 07/01/16-06/30/17 | U4K | 20,000.00 | (20,000.00) | | | - |
| Wells Fargo 07/01/16-06/30/17 | CWF | 20,000.00 | (20,000.00) | | | - |
| | | 1,497,754.64 | (840,494.91) | - | - | 657,259.73 |
| Awarded in 2017 | | | | | | |
| AD Henderson 08/01/2017-07/31/2018 | U4K | | | 35,000.00 | (35,000.00) | - |
| CitiFoundation 05/01/17-04/30/17 | VITA | | | 100,000.00 | (25,112.63) | 74,887.37 |
| Citi Community Development 9/1/17 - 8/31/2018 | VITA | | | 120,000.00 | (7,730.02) | 112,269.98 |
| Community Foundation 05/01/17-04/30/18 | FE | | | 42,500.00 | - | 42,500.00 |
| Community Foundation 05/01/16-04/30/19 | FE | | | 42,500.00 | - | 42,500.00 |
| Humana 07/01/1-06/30/17 | PB | | | 100,000.00 | (29,609.67) | 70,390.33 |
| NCLR - Retail 06/01/17-03/31/18 | CWF | | | 45,000.00 | (15,364.82) | 29,635.18 |
| NCLR - Rico 02/01/16-01/31/18 | PB | | | 75,000.00 | (46,501.41) | 28,498.59 |
| NALEO Educational Foundation | CE | | | 36,425.00 | (10,407.95) | 26,017.05 |
| Silicon Valley/NCLR | DEV/ADV | | | 25,000.00 | (8,333.32) | 16,666.68 |
| Target 9/1/17 - 8/31/18 | U4K | | | 100,000.00 | (6,779.72) | 93,220.28 |
| NCLR/UnidosUS - STEAM | U4K | | | 10,000.00 | (2,454.55) | 7,545.45 |
| NCLR/UnidosUS - Fin. Capabilities 6/1/17 - 9/30/18 | FE | | | 21,945.00 | (21,945.00) | - |
| LR/UnidosUS - Housing Counseling 10/1/17 - 9/30/17 | FE | | | 25,000.00 | (4,166.69) | 20,833.31 |
| UnidosUS - Comcast Dig. Innov 10/1/17 - 9/30/18 | U4T | | | 25,000.00 | (2,046.62) | 22,953.38 |
| Development | DEV | | | 67,345.00 | - | 67,345.00 |
| | | - | - | 870,715.00 | (215,452.40) | 655,262.60 |
| | | | | | | \$ 1,312,522.33 |

HISPANIC UNITY OF FLORIDA, INC.

STATEMENT OF ACTIVITIES

FORTEN MONTHS ENDING OCTOBER 31, 2017

| | Month Actual | Month Budget | Over (Under) | Year to Date Actual | Year to Date Forecast | Over (Under) | |
|--|--------------------|--------------------|------------------|---------------------|-----------------------|-----------------|--|
| Revenues | | | | | | | |
| Donations - UNR | \$ 17,261 | \$ 31,334 | (14,073) | \$ 315,452 | \$ 270,000 | 45,452 | .5K;Foreign PRT .5k Others 3.8K |
| Donations - TR | (21,945) | 145,000 | (166,945) | 990,896 | 936,625 | 54,271 | Federal Grant Adjustment |
| Satisfaction of Restrictions | 151,970 | 16,239 | 135,731 | 185,233 | 402,716 | (217,483) | |
| Fundraising Events | 0 | 0 | 0 | 82,800 | 75,000 | 7,800 | |
| Grant Income | 202,774 | 223,509 | (20,735) | 2,350,794 | 2,296,338 | 54,456 | EcDev \$16K, Educ \$40K;CE \$(5K) |
| Interest Income | 32 | 15 | 17 | 235 | 150 | 85 | |
| Rental Income | 3,942 | 3,942 | 0 | 38,382 | 38,730 | (348) | |
| Voluntary Pre-K | 0 | 3,650 | (3,650) | 17,241 | 36,500 | (19,259) | Offset by Fee Income |
| Fees & Miscell Income | 18,011 | 19,132 | (1,121) | 184,241 | 191,324 | (7,083) | U4K \$11K; CE \$7K |
| Total Revenues | 372,045 | 442,821 | (70,776) | 4,165,274 | 4,247,383 | (82,109) | |
| Expenses | | | | | | | |
| Salaries and benefits | 312,779 | 351,162 | (38,383) | 3,210,116 | 3,353,779 | (143,663) | Prog (\$169.5K), Supp \$26K |
| Advertising | 2,581 | 0 | 2,581 | 4,636 | 8,000 | (3,364) | |
| Bank service charges | 659 | 1,200 | (541) | 8,356 | 12,000 | (3,644) | |
| Building repairs/maint | 14,909 | 15,833 | (924) | 155,193 | 158,330 | (3,137) | |
| Depreciation | 9,967 | 9,751 | 216 | 99,651 | 97,510 | 2,141 | |
| Dues Subscriptions | 594 | 874 | (280) | 8,997 | 8,740 | 257 | |
| Insurance | 3,999 | 3,300 | 699 | 38,696 | 33,000 | 5,696 | |
| Interest expense | 3,891 | 4,042 | (151) | 39,738 | 40,420 | (682) | |
| Licenses and permits | 0 | 63 | (63) | 2,018 | 630 | 1,388 | |
| Mileage reimbursement | 2,412 | 2,464 | (52) | 24,475 | 22,256 | 2,219 | |
| Miscellaneous | (10) | (3) | (7) | 223 | (3) | 226 | |
| Office expense | 4,131 | 4,158 | (27) | 49,268 | 40,370 | 8,898 | Prog \$16K, Supp (\$7K) |
| Postage and shipping | 664 | 737 | (73) | 6,905 | 6,411 | 494 | |
| Printing | 4,019 | 3,831 | 188 | 42,426 | 36,144 | 6,282 | |
| Professional fees | 10,296 | 16,072 | (5,776) | 124,146 | 162,526 | (38,380) | Prog (\$23K), Supp (\$15K) |
| Program expenses | 10,260 | 28,207 | (17,947) | 353,373 | 284,262 | 69,111 | (\$11K) |
| Public relations | 707 | 1,833 | (1,126) | 21,848 | 18,330 | 3,518 | Includes \$4K - NCLR Peer Exchange Event |
| Rent | 1,106 | 1,319 | (213) | 11,067 | 17,778 | (6,711) | |
| Software | 186 | 0 | 186 | 6,563 | 1,500 | 5,063 | |
| Special fundraising events | 11,601 | 23,000 | (11,399) | 17,795 | 23,000 | (5,205) | |
| Staff events/meetings | 128 | 92 | 36 | 1,806 | 920 | 886 | |
| Staff training and development | 4,035 | 3,972 | 63 | 64,617 | 39,555 | 25,062 | Prog \$14K, Supp \$11K |
| Telephone | 5,718 | 6,060 | (342) | 55,929 | 61,188 | (5,259) | Prog (16K), Supp 11K |
| Utilities | 4,005 | 3,657 | 348 | 37,440 | 36,570 | 870 | |
| Total Expenses | 408,637 | 481,624 | (72,987) | 4,385,282 | 4,463,216 | (77,934) | |
| Increase (Decrease) in UNR Assets | (\$ 36,592) | (\$ 38,803) | 2,211 | (\$ 220,008) | (\$ 215,833) | (4,175) | |
| | | | Programs | 345,989 | | | |
| | | | Support | (565,997) | | | |
| | | | Inc/(Dec) | (220,008) | | | |



Governance Committee Meeting Minutes December 1, 2017

Present:

Conference Call In: Steve Sampier, Angie Stone, Barbara Grevior, Mellida Akiti, Josie Bacallao, Felina Rosales-Furer, Shani Wilson

Excused:

Maria Elena Ferrer, Willy Gomez & Christina Paradowski

Next Steps/Action Items:

1. Josie will share annual calendar of board meeting calendar items with Angie Stone & Steve Sampier (completed)
2. Steve Sampier will complete rest of board self evaluations soon as well as, meet with Chuck Tatelbaum on the Governance Committee's top priorities for 2018.

Discussions

1. November 3, 2017 Minutes were approved to form. Motion: Angie Stone. Second Motion: Melida Akiti. Approved.
2. Comments on past action items from November minutes. Juan Carlos Arias will not be available for several years to rejoin the board due to other board commitments and time constraints.

Dr. Rolando Garcia, Dan Herz & Daphne Maingot will be attending their two hour program immersion this month and will share their experience with board in January/February board meeting.

3. Board Member Prospect Carolina Cardozo's application was reviewed. Steve Sampier recommended she be voted on as a new board member.

Motion: Melida Akiti. Second Motion: Angie Stone. Approved.

4. 2018 Top 4 Priorities (12 in total)
 - a. Keep recruitment efforts going to reach 21 board members
 - b. Continue motivating through education our existing board members
 - c. Review by-laws to include Marketing & Development Committees
 - d. Continue to build board member relationships – ideas floated including having a chili-cook
5. Further Discussion
 - a. Barbara Grevior clarified the purpose of cross training board members. Which is to place members on committee's which would add to their professional development s by learning about another area of which they are unfamiliar. Committee chairs should be encouraged to share priorities and ask for assistance if necessary from the Governance Committee.
 - b. Evaluations for board members occurs after their first year and then in at the end of year three. Governance Committee agreed on the following steps: Process begins with a board member self-evaluation. From there the Governance Chair reviews with no committee involvement needed. Should a red flag arise, that evaluation will be reviewed with the Chair of the Board. Along with the Governance Chair they will together to develop an action plan. If the reviews are in good standing then they will be shared with Chair of the Board, as well as be added as an item on the consent agenda (to renew the board member's board membership.)

Next Meeting:

Friday, January 26th, 2018 @9am



Public Policy & Advocacy Committee Meeting Minutes January 12, 2018-Conference Call

Present:

**Dan Schevis, John Hart, Chuck Tatelbaum, Robert Holroyd
Josie Bacallao, Victoria Pinilla, Felina Rosales-Furer**

Excused:

**Sister Maria Elena, Dr. Rolando Garcia,
Commissioner Dick Blattner & Carolina Cardozo**

Next Steps/Action Items:

1. Immigration Clinic: Victoria is working on a flyer for February's Immigration Clinic at NSU.
2. DACA: Victoria will send out information to committee to each out to electeds prior to the Jan 19th budget vote
The focus will be support for a Clean DREAM Act

Discussions

1. Legal Clinic Update: Victoria Pinilla gave an update on the December 9, 2017 Immigration Clinic, which HUF was hosted and is the marketing partner. It was a successful clinic with 60 clients, 35 volunteers and 7 attorneys.
 - a. Next clinic will be at NSU, February 24th. The immigration law faculty and students will be in attendance volunteering their time.
 - b. April clinic will take place in Oakland Park. June clinic will be again at HUF. (We will support additional clinics in the second half of the year.)
2. Every Student Succeed Act (ESSA) Update- The state of Florida filed for exceptions to not meet the standards for special needs and English as second language children. Secretary DeVos did not accept FL request, perhaps on technicalities. Future legislation will most likely occur, therefore need to keep an eye out for more advocacy.
3. DACA Update- Federal Judge in San Francisco reinstated DACA applications for those who qualified but did not meet the previous deadline. Meaning the Dreamers may continue to submit their paperwork. There is movement on this but the overall outcome is up in the air.
 - a. Congress meets again January 19th on the budget. The solution we are looking to see is the "Clean DREAM Act" which does not tie into any other immigration related issue such as a Mexico wall. Most likely a bi-partisan compromise will occur.
 - b. Josie Bacallao & Victoria Pinilla meet this week with Senator Rubio's Regional Director. Rubio is a critical player in this vote. We will follow-up meeting with social media.
4. State Legislative Session HB 9S/B 308 Update- It is on the agenda today. In two Senate committee's where it may not leave. It passed in the House, due to party line voting, but there is a sense it will not pass in the long run.
5. Robert Holroyd gave an update on Tallahassee.

Next Meeting:

Friday, February 9th @9am