



AGENDA

Meeting #8

Tuesday, October 12, 2021

Join Zoom Meeting

<https://zoom.us/j/93276717866?pwd=RW9HM3lJY3daMHNlOGkxL1RkdFZXZz09>

Meeting ID: 932 7671 7866
Passcode: 157631

Tuesday, October 12, 2021 - 4:00 p.m.

Mission

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

Hispanic Unity of Florida
Board of Directors Meeting
AGENDA
Tuesday, October 12, 2021

Join Zoom Meeting
<https://zoom.us/j/93276717866?pwd=RW9HM3IJY3daMHNI0GkxL1RkdFZXZz09>

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Passcode: 157631

We will start the meeting promptly at 4pm

- | | | | | |
|--|---------|---|--|-------------------------------|
| 1. | 4:00pm | Call to Order/ Roll Call | John Guerrero & Felina Furer | |
| 2. | 4:05 | Chair Welcome to New Board Members | John Guerrero | |
| | | • Maria Barnard , JM Family Enterprises Inc. | | |
| 3. | 4:10 | Mission & Updates | Felipe Pinzon & Josie Bacallao | |
| | | • Mission Moment | | |
| | | • Covid-19 Policy Update (PENDING OSHA ETS) | | |
| 4. | 4:25 | Governance Committee | Anthony Abbate | |
| | | • BOD Engagement Link – Have You Updated? | Angie Stone | Information |
| | | • 2022 HUF Officer Slate (Nominations only; Vote at November Meeting) | | Discussion pg. 1 |
| | | • Annual Conflict of Interest Document – Annual Signatures | Felina Furer | Information |
| | | | | <i>Attached Separately</i> |
| | | • Board of Director Nominations | | |
| | | o Boris Espinosa, Self-Nomination + Interview | | Action pg.2-11 |
| 5. | 4:40 | Finance Committee | Lisette Rodriguez | |
| | | • TBD: Executive Services Corps Annual Agreement | | Action Sent Separately |
| 6. | 4:50 | Public Policy & Advocacy | Carolina Cardozo & Josie Bacallao | |
| | | • 2022 Public Policy Agenda for HUF | | Action Separate Doc |
| 7. | 5:05 | Marketing Committee | Lesli Franco & Shani Wilson | |
| | | • SAVE THE DATE: January 13, 2022 | | |
| 8. | 5:10 | Consent Agenda | John Guerrero | Action |
|
<i>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> | | | | |
| | | i. Board Minutes September 2021 | | pg. 12-13 |
| | | ii. Finance Committee Minutes September 2021 | | pg. 14-16 |
| | | iii. Electronic Vote: Finance Committee, July 2021 Financials | | pg. 17 |
| | | iv. July 2021 Financials, TJMF Update & Budget Reprojections | | pg. 18-26 |
| | | v. Marketing Committee Minutes, September 2021 | | pg. 27-28 |
| | | vi. Governance Committee Minutes, August & September 2021 | | pg. 29-32 |
| | | vii. Public Policy & Advocacy Committee Minutes, September 2021 | | pg. 33-34 |
| 9. | 5:15 | Executive Session (Including Josie Bacallao & Felipe Pinzon) | | |
| | | • HUF Transition Update | Felipe Pinzon | Action |
| 10. | 5:35 pm | Adjourn | | |

Hispanic Unity of Florida
BOARD OF DIRECTORS ATTENDANCE MATRIX

Board Member	Oct. 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	May 2021	June 2021	July 2021	Aug 2021	Sept 2021
ABBATE, Anthony (Tony)	P	P	P	A	P	P	P	P	P	No Board Meeting	No Board Meeting	P
ALVAREZ, Maritza	P	P	P	P	A	P	P	P	P			P
ARGUELLO, Ana							P	P	P			P
BELLO, Eduardo	P	P	P	P	A	P	P	P	P			P
CARDOZO, Carolina	P	P	P	P	P	P	P	P	P			P
CUSHING, Giselle	P	P	E	P	E	P	P	A	P			P
DEAPODACA, Jorge	E	P	P	P	P	P	P	P	P			P
FRANCO, Lesli	P	E	P	A	P	P	P	P	E			P
GUERRERO, John	E	P	P	P	P	P	P	P	P			E
HERZ, Dan	P	P	P	P	P	P	P	P	E			P
KARLEN, Scott	E	A	P	P	P	E	P	P	E			A
NASSE, Jeffrey												P
PARADOWSKI, Christina	P	P	P	P	P	P	P	P	E			P
PENA, Deborah	P	P	P	A	P	P	A	E	P			E
PFISTER, Emma	E	P	P	P	P	P	P	P	N/A			P
RIVERA, Francisco	P	P	P	P	P	P	P	P	P			P
RODRIGUEZ, Lisette												P
RODRIGUEZ, Lucia	P	P	P	P	P	P	E	P	P			P
SAMPIER, Steve	P	P	P	P	P	P	P	P	P			P
SCHEVIS, Daniel	P	P	P	P	P	P	P	P	P			P
STONE, Angie	P	P	P	P	P	P	P	P	P			P
Total Board Members	20	20	20	18	18	18	19	19	18			20
Present: P / T= Telephone	16	18	19	15	15	17	17	17	14			17
Excused: E	4	1	1	0	1	1	1	1	4			2
Absent: A	0	1	0	3	2	0	1	1	0			1
Board Members Present at the Meeting	80% Zoom	90% Zoom	95% Zoom	83% Zoom	83% Zoom	94% Zoom	90% Zoom	90% Zoom	78% Zoom			85% Zoom

SLATE OF OFFICERS

HISPANIC UNITY
2022

DRAFT

CHAIR..... Christina Paradowski

CHAIR-ELECT..... Anthony Abbate

SECRETARY.....Carolina Cardozo

TREASURER.....Lisette Rodriguez (Voted in Sept. 2021)

PAST CHAIR.....John Guerrero

June 21, 2021

Boris Espinoza, Citi Private Bank

Email *

Espinoza.b@gmail.com

Untitled Title

Date Completing Form *

MM DD YYYY

06 / 16 / 2021

I am interested in serving as a volunteer leader with HUF (either on its Board of Directors or on one of its committees) because: *

I believe HUF provides a critical step for immigrant families looking to integrate and actively participate in our society.

First Name *

Boris

Last Name *

Espinoza

Primary Affiliation/Organization *

Citibank

Additional Affiliation(s)/Organization(s)

City, State and Zip Code *

Coral Gables

Phone Number *

9176985491

Age *

46 to 55

Gender *

Male

Professional Background *

- ☒ For-profit Organization
- ☐ Non-profit Organizaztion
- ☐ Government (Local, State)
- ☐ Government (Federal, Foreign)
- ☐ Other: _____

Previous HUF Relationship

- ☐ Current or Previous Volunteer
- ☐ Current or Previous Donor
- ☐ Current or Previous Committee Member
- ☒ Other: None. I was introduced to Felipe by our Community Development team at Citi. _____

Expertise/Special Skills (Check all that apply) *

- ☐ Accounting /CPA
- ☒ Business
- ☐ Strategic planning
- ☐ Management
- ☐ Marketing/Public Relations/Media expertise
- ☐ Nonprofit Board governance experience
- ☐ Non-profit management experience
- ☒ Banking/Financial Services
- ☐ Information Technology
- ☐ Legal/Compliance
- ☐ Risk Management
- ☐ Human Resources
- ☐ Public Policy/Advocacy/Government Relations experience
- ☒ Investment and Asset Management experience
- ☐ Other: _____

Other board service/board training

Board Member of Catalyst Miami 2017-2021 _____

Assessment of level of interest in serving *

Very Interested 1 2 3 4 5 Not Interested at All

☒ ☐ ☐ ☐ ☐

Available Time and Commitment to serve *

How much time/commitment are you able to share with HUF? Please consider travel & current commitments.

High Level of Time & Commitment 1 2 3 4 5 Low Level of Time & Commitment

☒ ☐ ☐ ☐ ☐

Assessment Fundraising Potential *

Assessment of giving & getting potential

	1	2	3	4	5	
High Level of Fundraising	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Low Level of Fundraising

Referral or Connection Source

First and Last Name of individual you have a connection to at HUF.

Felipe Pinzon

Additional Information

Submitted 6/16/21, 8:14 PM

Hispanic Unity of Florida
Prospective Board Member Interview Questions

NAME: Boris Espinoza
DATE: 10th September 2021
Interviewed by: Tony Abbate

1. Why do you want to sit on this board?

Learned about HUF's mission through Citi - community relations group. Catalyst Miami - giving a voice to those less heard from. Non-partisan - prefers to be independent.

2. What is it about our mission/vision that attracts you?

Empowering others to succeed in the US - giving voice to disenfranchised. While other nations and cultures may not see things along the racial dimension they do have caste systems. Accelerating success for immigrants is what makes HUF attractive.

3. What do you see bringing to this board that will make you a good director and why?

El Salvador, immigrant. Civil war led to migration to the US. 1980s, Sudden departure at age 9 - to Queens! Long Island. What it is to migrate to the US. Difficult for him but considers how much more for his parents. Felt sense of community, relative sense of poverty: don't feel it as a kid, but as you notice the difference.

Boards can make connections with other people to help. Wants to spend time outside business doing something that truly interests him. Board engagement - passionate about.

This is what we do, engage his family "bring the kids some weekend to an activity."

Think about non-profit in broader ways. Doing things versus the philosophical (academic) level of board engagement. Business development, array of donors.

Big on the idea that the right story is being told. It's not just who you are it's what you are perceived to be.

4. What do you think is the most important job of a board director and why?

Help the organization move forward and progress.

5. Tell me what you've learned from the boards with which you've previously been involved. (If you've never served on a board before, tell me what you've learned in any other setting that required you to work as part of a team.)

Staying at high level or too political takes us away from being impactful - distance between typical board members and the individuals served by the organization needs to be narrowed/eliminated through engagement with the community.

6. How do you handle a situation in which everyone else seems gung ho to proceed with a project with which you see problems ahead?

Call it out. Speak up and highlight the points or touch on an aspect that may not have been considered.

7. What are some of your favorite questions to determine whether a project is worth pursuing?

N/A

8. What information do you like to have before making go/no-go decisions?

Depending on the perspective of people on the ground, the people impacted. Hear from the person who was the initial catalyst. Know what's on the ground. Boards and executives make decisions.

9. How would you deal with a situation in which...? (One example might be, you heard the treasurer announce an anticipated deficit in excess of \$50,000.)

N/A

10. What would you tell your friends and family about our organization?

HUF - easy - mom and dad would understand in a second. What makes America great is in providing fulfillment of the desire and ability to move forward. You can become American within a single generation. You can come from somewhere else and feel 100% American within a lifetime. This does not happen anywhere else in the world. HUF accelerates this process.

11. How much time can you give to us?

I want to get engaged and be impactful. Purposefully not on many boards and is selective about the organization due to the time commitment and commitment/dedication to getting things done rather than spreading time and energy thin across many activities and organizations.

12. What motivates you as a volunteer?

The idea of giving - helping others to find their path to success.

13.What are your personal dreams or aspirations that could be enhanced by service on our board?

25 years in banking, based for a time in Argentina, where I learned that the immigrant experience - from a cultural dimension - is in certain ways like the US. However, as a family here in the US we had many many helping hands along the way. I hope to be able to do the same for others. We have always helped others and I would like to get my family involved. The challenge is how to convey the message to the next generation and make this a virtuous cycle.

14.What professional or personal constraints on your time or service might you anticipate?

No issues - selective about the organization he wishes to dedicate time to.

Secondary Questions – Optional

Tell me about the accomplishments that you are most proud of as a board member.

What should be the top priority for you as a new board member?

What is your leadership style?

How do you define a successful board?

Attributes of a successful board: connection with the people they serve, and connections with people who can help advance the mission of the organization. Ability to make a positive impact.

What things have frustrated you on other boards? Politics, high-mindedness, obscuring the reason why the organization is there to serve.

How would your other board members describe you?

What committees would you like to serve in?

PR Marketing (the message) - and of course Finance.

Interviewer Summary

Key Considerations:

To be shared and discussed at Governance Committee

- 1. What unique or needed skill sets does individual bring to board? (Special skills, fundraising ability, access, funding, etc.)**

Philosophy of philanthropy, communication and financial abilities and experience.

- 2. Does the individual have the passion for our mission?**

Yes.

- 3. Does the individual have the time and commitment to serve?**

Yes. CITI Private Banking also supports his community service.

- 4. What diversity does this individual bring to board? (Age, background, nationality, perspective, geography?)**

Hispanic, originally from El Salvador. Grew up in Queens, and Long Island. Family of professionals who had to start all over again.

- 5. Does this individual have the potential to be Chair of HUF in the future? (Consensus builder, previous board OFFICER experience, management experience)**

Yes. However, is more interested in rolling up sleeves and sharing the experience with others.

- 6. Does someone on the board know this person? Her/his recommendation?**

Recommended by CEO Felipe Pinzon

Recommendation: Yes Or No for board membership?

Highly recommend.

If yes, what committee will she/he serve on?

PR/Marketing or Finance.

Assigned Mentor: TBD

Hispanic Unity of Florida
Board of Directors Meeting
MINUTES
Tuesday, September 21, 2021

Call to Order/ Roll Call

Began at 4:03pm.

Chair Welcome to New Board Members

Christina Paradowski Chaired the meeting on behalf of John Guerrero.

- **Lisette Rodriguez, BDO:** Christina welcomed Lisette to the board of directors. She shared that Lisette has been actively serving for the past two years on HUF's Finance Committee.
- **Dr. Jeffrey Nasse, Broward College:** Christina welcomed Dr. Nasse and thanked him for joining the board of directors. He is a member of our Public Policy and Advocacy committee.

All the board members introduced themselves and welcomed Dr. Jeff and Lisette to the board.

Christina then thanked Angie Stone for securing introducing HUF to Uniform Advantage which recently made a \$15,000 donation to HUF (U4K).

Recognition

- **Emma Pfister** was inducted as Board Member Emeritus. Emma has been on the board since 2014. Christina thanked Emma for her service and deep time commitment to HUF as Treasurer and Finance Committee Chair. Emma shared that Barbara Grevior (Board Member Emeritus) brought her to HUF for a tour and that is when she fell in love with the organization. Emma said she will treasure her emeritus award.

Christina asked Josie Bacallao to present HUF awards to three extraordinary leaders and HUF community partners:

- **Ana Valladares**, Former Children's Services Council Chair & Co-Founder of Children of Immigrant Families Coalition for nearly 20 years. She is currently the President/CEO of Mujeres Latinas Impulsando Mujeres Latinas, she has always been a friend and supporter of HUF. Ana has been a steadfast advocate for immigrants and co-founder along with HUF of what is now the Children of Immigrant Families and on which she serves as a Steering Committee member.
- **Adonia Simpson**, recently moved to Washington D.C. to serve as the Immigration Policy Director for the American Bar Association. Adonia was previously led American Immigrants for Justice (AIJ). While she served with AIJ; Adonia agreed to create ongoing Immigration Clinics in Broward County which we ran four to six times annually. Hundreds of clients have received support from AIJ as a result. Adonia will continue to serve on the steering committee of the Children of Immigrant Families Coalition.
- **Sandra Bernard-Bastien**, is retiring as the Chief Communications Officer for the Children's Services Council of Broward County. At HUF she is known as the "Mother" of the VITA program in Broward and "supporter of all-things HUF". Sandra has been assisting HUF for more than 19 years and funding the VITA program which she deeply cared for. Up through her retirement, Sandra also served as a founding and Steering Committee Member of the Children of Immigrant Families Coalition.

Governance Committee--Presented by Anthony Abbate

- **BOD Engagement Link** –Tony shared we have an online resource to self-track board engagement. Angie Stone shared this portal was created to make things easier and assist HUF staff. This is a way to show how we are engaging in the programs, fundraising and thank you process. Angie will be resending the individual links out to board members.
- **HUF Bylaw Update Vote.** Minor change shared with board at the June meeting. This is the second reading which would mean that the Chair-Elect, Immediate Past Chair can serve more than the six-year term limit.

Motion

Anthony Abbate motioned to approve the bylaw update. A second was made by Steve Sampier. Motion passed unanimously.

- Tony presented the need to name a new Treasurer who also will serve as Finance Committee Chair. Deborah Pena, the current Treasurer asked to be relieved of the position due to ongoing personal and professional commitments.

The Governance Committee recommends new board member, Lisette Rodriguez (but long-time member of the Finance Committee and currently its Vice-Chair) be named as Board Officer, Treasurer and Chair of the Finance Committee.

Motion

Anthony Abbate motioned to have Lisette Rodriguez serve as Treasurer and Chair of the Finance Committee. A second was made by Angie Stone. Motion passed unanimously.

- **Board of Director Nominations**

Maria Bernard, Self-Nomination and Interview. Tony shared she is with the JM Family organization.

Motion

Anthony Abbate motioned to invite Maria Bernard to join the HUF Board of Directors. The second was made by Lucia Rodriguez. Motion passed unanimously.

Public Policy & Advocacy—Presented by Carolina Cardozo & Josie Bacallao

- Alliance for Justice, What Nonprofit Board of Directors Should Know about Lobbying and Advocacy, Jen Powis, Senior Counsel.

Carolina shared that Alliance for Justice has a program called Bolder Advocacy which HUF has used as their pro-bono legal advocacy “hot line” for numerous legal advocacy questions. Jen Powis, Senior Council with Alliance for Justice then gave a 45 minute webinar designed for board members to acquaint them about the many ways nonprofits can lobby and advocate and the IRS rules governing that work.

HUF Transition Update - Presented by Felipe Pinzon

The transition is going well, the priorities will continue to be to deliver high quality programs and services. Fund Development will also continue to be a priority. One change we have made will be to have Andres Connell oversee Public Policy. Otto Valenzuela will report to Andres. Felipe will give additional updates at the October meeting.

Consent Agenda—Presented by Christina Paradowski

Motion

Tony Abbate motioned to accept the consent agenda. A second was made by Angie Stone. Motion passed unanimously.

Christina Paradowski shared that September 15 – October 15 is Hispanic Heritage Month. Josie presented a slide with key stats about Latinos in the U.S.

Adjourn

At 5:37pm.

Hispanic Unity of Florida
Finance Committee Meeting Minutes
September 16, 2021

Attendance:

3 members present –Scott Karlen, Lissette Rodriguez and John Guerrero

7 member excused –Myrna Monserrat, Arnold Nazur, Chuck Tatelbaum, Deborah Pena, Alejandro Alvarez Loscher, Rodney Bacher, and Emma Pfister

8 non-voting members present – Josie Bacallao, Chuck McGuire, Felipe Pinzon, Felina Rosales-Furer, Andres Connell, Shani Wilson, Christina Paradowski, and Leessa Derrick

1 non-voting members excused – Virginia Cielo

Open Meeting:

Ms. Rodriguez called the meeting to order at 8:30am.

July Financial Statements:

Mr. McGuire said there was an operating year-to-date gain of \$110K. The year-to-date budget was \$154K which represented an unfavorable variance of (\$44K).

Hispanic Unity of Florida, Inc.

Notes to Financials

July 31, 2021

UNR Net Assets

Reconciliation of UNR Net Assets:

1	Gain from Program Operations	397,625	
2	Loss from Support Services	<u>(287,186)</u>	
	Increase in UNR Net Assets	<u>\$ 110,439</u>	Operating Gain

The year to date projected gain was \$154K with an actual gain of \$110K which is an unfavorable variance of (\$44K).

The unfavorable variance of (\$44K) against the original budget shrunk from (\$69K) in the June financials which is an Improvement of \$25K. The unfavorable variance of (\$44K) is in line with reprojections.

1) Development YTD is ahead of budget by \$107K

2) Programs had an unfavorable variance of (\$54K)

3) Admin YTD had an unfavorable variance of (\$97K)

Programs:

Program's total contribution-to-date toward administrative and shared fixed costs to the agency totaled \$734K.

Development:

The Development area contributed \$341K toward administrative and shared fixed costs to the agency.

Cash

Year to date cash decreased by (\$381K) resulting from the following activities:

(\$353,667)	Decrease in Net Assets
<u>69,772</u>	Adjustments to reconcile decrease in net assets
(283,895)	Net cash consumed by operating activities
(36,474)	Investing Activities
<u>(60,295)</u>	Financing Activities
<u>(\$380,664)</u>	Decrease in Cash

Most of the negative cash flow comes from a change in the net cash consumed by operating activities of (\$283K) in July compared with the net cash provided by operations of \$71K in June. The majority of the large

drop in cash is temporary due to an increase in receivables. In early August two receivables totaling \$272K were paid by CSC. HUF also had a drop of \$50K in financing activities due to paying down the line of credit by \$50K. Mr. McGuire said this will be a permanent drop in 2021 as HUF does not expect to pay this back before year end. In fact, HUF has paid an additional \$150K on the line of credit which will show up in the August financials.

HUF received Awards from: NALEO for \$48K; Unidos/Comcast for \$40K; Truist for \$10K; Broward College for \$8K; Regions Bank for \$3K; and Individual Donations \$3K.

Mr. McGuire pointed out that grant income for the month of July was up \$43K from the original budget due to the summer program in CSC.

Motion:

Because of low attendance due to a religious holiday, these financials were not voted on. (We will ensure we do not schedule committee meetings on religious holidays in the future.)

Investment update:

Mr. McGuire spoke with BB&T and Scott Karlen to ask about improving the 0.01% current rate HUF is receiving on its \$500K Opportunity Fund. It was determined no options within HUF's risk parameters were available at this time.

HUF management agreed to manage operating cash very closely to pay down the Line of Credit on which HUF pays 3.25% to compensate for getting such a low yield on the opportunity fund.

Program Update:

Mr. Connell shared that HUF's Citizenship program has ramped up with our partners at the public libraries. He anticipates and is planning to have Citizenship classes move to live venues in January 2022.

He spoke about new challenges in Economic Development billing cycles for the CSC VITA contracts. HUF is negotiating new contract amendment. Helping with future billing will a new finance department accountant who will lead the invoicing process moving forward. .

HUF has been having two main issues with the CWF program – one is not having the the right people in the right seats and the other are agreements that don't reflect (or pay for) the work being done by HUF staffers

HUF has been working with United Way on the emergency funding grant for housing. HUF has accrued \$18k in payroll expense for which HUF wasn't able to bill even though HUF expended the resources to find qualified housing candidates. HUF has determined that it needs to negotiate easing the requirements for candidates to qualify for assistance and has asked for reimbursement of the \$18K which was expended but not reimbursed. With continued negotiations, an amendment would potentially have HUF and client needs met. Our partner organizations have been experiencing the same challenges.

Our Education department has been booming. At Apollo Middle School we had a waiting list of 35 students (fully enrolled with 70 kids). Pines Middle School declined our services this year but the money was still there, it was re-allocated to Apollo for a third counselor at Apollo.

With a need for capacity, HUF decided this is the right year to bring on AmeriCorps and we have hired a Manager for this new program. The 17 new fellows under this program were necessary to meet community needs.

Development Update:

Ms. Wilson reminded the committee that our new Senior Grants Manager started his position at HUF on August 23rd. His onboarding has been completed, and he is getting up to speed on the ins & outs of HUF and has researched and continues to find new funding opportunities and preparing proposals.

HR Staff Recruitment Proposal from Executive Service Corps:

Leessa shared a proposal from Executive Service Corps, the staffing agency HUF currently uses, which would move to an annual contract instead of contracting each new hire which can be time consuming. They would perform more functions than they are currently providing. All recruitment references and background checks will go through this organization.

The annual fee schedule would be a floor \$40K annually and HUF would be charged additional—though discounted fees - if we exceed the agreed upon volume of hires.. HUF would continue to pay advertising expenses and additional out of pocket expenses that ESC incurs. Catalina Avalos (pro bono attorney with Tripp Scott) was planning to finish reviewing the contract. Once the review is completed, there will be an electronic vote requested of the committee in order to add the contract to the October 2021 Board of Director's meeting.

The meeting adjourned at 9:30am.

The next Finance Committee Meeting will be held on October 21, 2021.

Hispanic Unity of Florida

Finance Committee September 2021

Approval of July 2021 Financials (No Quorum at September meeting)

	Committee Member	
1.	BACHER	N/A
2.	TATELBAUM	Y
3.	KARLEN	Y
4.	NAZUR	Y
5.	PENA	N/a
6.	PFISTER	Y
7.	RODRIGUEZ	Y
8.	MONSERRAT	Y
9.	LOSCHER	Y
	Total	7

HISPANIC UNITY OF FLORIDA, INC.

FINANCIAL STATEMENTS

**FOR THE SEVEN MONTHS ENDED JULY 31, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)**

Reviewed by: C McGuire on 9/3/2021

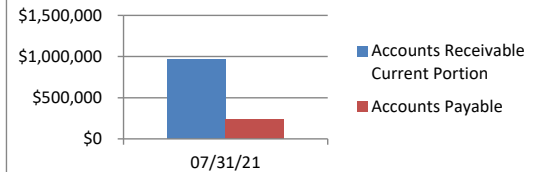
Reviewed by: V Cielo on

July 31, 2021 Dashboard

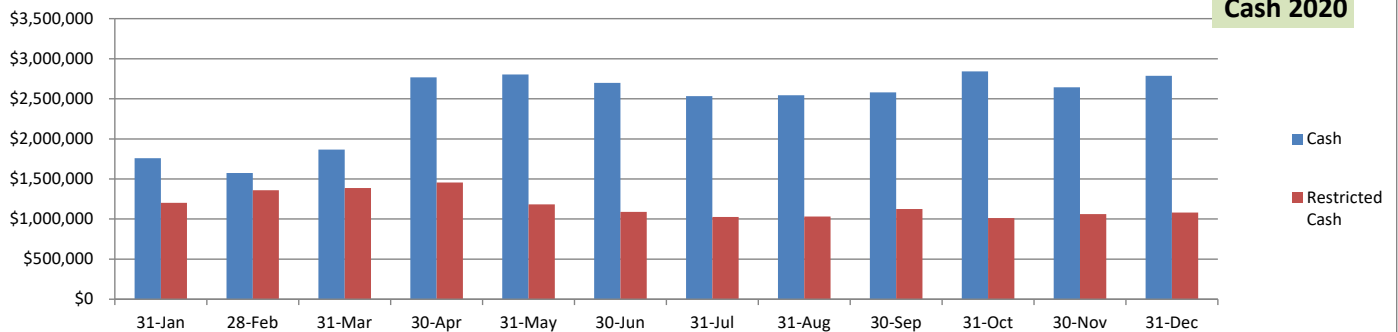
Revenue YTD Compared to Previous YTD

07/31/21			
	Revenue YTD as of 7/31/2021	Revenue YTD as of 7/31/2020	Year Over Year Chng
Unrestricted Revenue	\$3,965,542	\$3,209,030	\$756,512
Restricted Revenue	(\$464,106)	(\$405,117)	(\$58,989)
Total Revenue	\$3,501,436	\$2,803,913	\$697,523

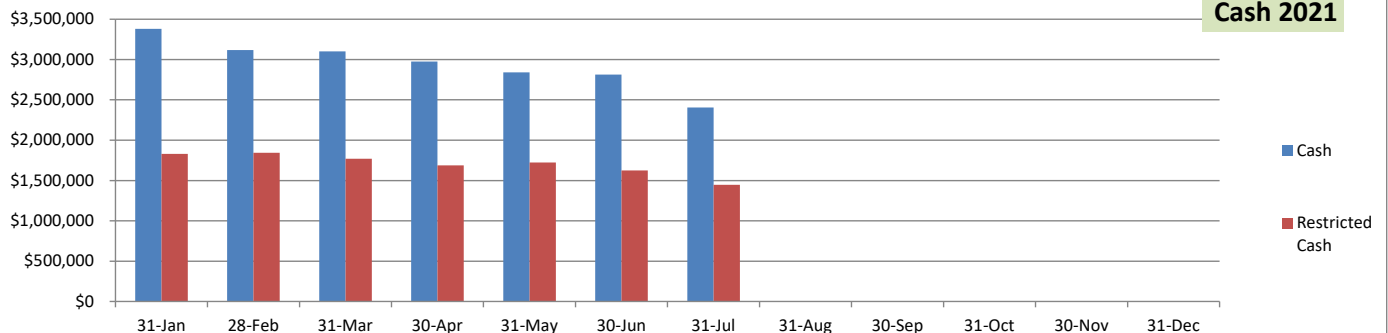
Accounts Receivable Vs Payables July 31, 2021



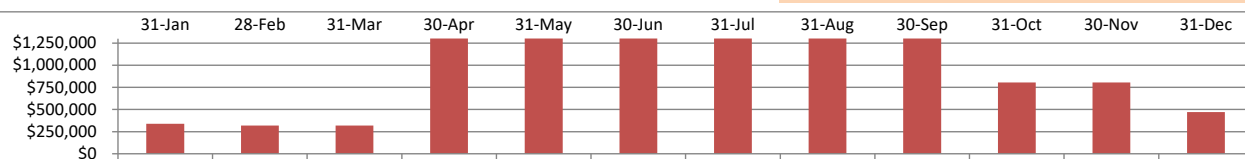
Cash 2020



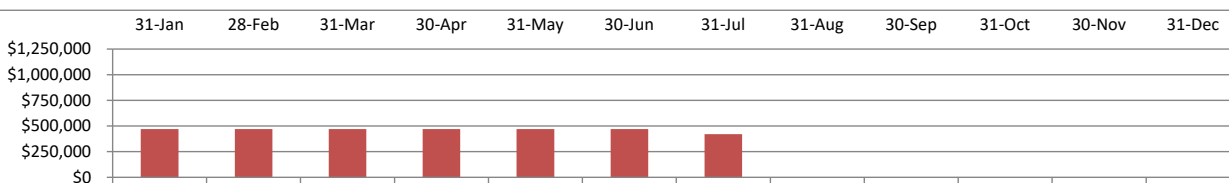
Cash 2021



PPP Loan and Line of Credit Usage 2020



Line of Credit Usage 2021



HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF FINANCIAL POSITION
FOR THE SEVEN MONTHS ENDED JULY 31, 2021
(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2020)

	<u>2021</u>	<u>2020</u>	
<u>ASSETS</u>			
Current Assets			
Cash	\$ 2,406,575	\$ 2,787,239	Cash Detail pg7; CashFlow pg6
Grants receivable	594,443	324,482	Schedule 1
Unconditional promises to give, net	365,452	634,947	Schedule 1 & 3
Prepaid expenses	<u>61,805</u>	<u>46,921</u>	
Total Current Assets	<u>3,428,275</u>	<u>3,793,589</u>	
Non-Current Assets			
Long term unconditional promises to give	104,966	79,966	Schedule 1 & 3
Property and equipment, net	1,351,906	1,398,046	
Deposits and Other Assets	<u>33,923</u>	<u>34,202</u>	
Total Non-Current Assets	<u>1,490,795</u>	<u>1,512,214</u>	
Total Assets	<u>\$ 4,919,071</u>	<u>\$ 5,305,803</u>	
<u>LIABILITIES AND NET ASSETS</u>			
Current Liabilities			
Accounts payable and accrued expenses	\$ 238,459	\$ 211,227	Schedule 2
Mortgages payable, current portion	17,666	17,667	
Lines of credit	<u>420,065</u>	<u>470,065</u>	
Total Current Liabilities	<u>676,190</u>	<u>698,959</u>	
Noncurrent Liabilities			
Mortgages payable, net of current portion	<u>765,429</u>	<u>775,727</u>	
Total Non-Current Liabilities	<u>765,429</u>	<u>775,727</u>	
Total Liabilities	<u>1,441,619</u>	<u>1,474,686</u>	
Net Assets			
Without Donor Restrictions	1,860,749	1,750,310	110,439
With Donor Restrictions	<u>1,616,703</u>	<u>2,080,809</u>	(464,106)
			(353,667)
Total Net Assets	<u>3,477,452</u>	<u>3,831,119</u>	
Total Liabilities and Net Assets	<u>\$ 4,919,071</u>	<u>\$ 5,305,805</u>	
Gain from Program Operations	397,625		
Gain from Support Services	(287,186)		
Increase (Decrease)	110,439		

HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF ACTIVITIES
FOR THE SEVEN MONTHS ENDED JULY 31, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)

	2021			2020
	Without	With		
	Donor Restrictions	Donor Restrictions	Total	Total
Revenues and Other Support:				
Contributions	\$ 189,038	\$ 1,214,399	\$ 1,403,437	\$ 1,909,844
Special events	18,000	-	18,000	51,450
Grants from governmental agencies	1,877,214	-	1,877,214	2,412,056
Other grants and fees	102,989	-	102,989	1,089,985
Miscellaneous	-	99,796	99,796	199,573
Donations, in-kind	-	-	-	81,816
Net assets released from restrictions:				
Satisfaction of time restrictions	464,106	(464,106)	-	-
Satisfaction of program and purpose restrictions	1,314,195	(1,314,195)	-	-
Total Revenues and Other Support	<u>3,965,542</u>	<u>(464,106)</u>	<u>3,501,436</u>	<u>5,744,724</u>
Expenses (Functional)				
Program services	3,492,527	-	3,492,527	5,101,540
Management and general	345,152	-	345,152	504,166
Fundraising	17,424	-	17,424	25,451
Total Expenses	<u>3,855,103</u>	<u>-</u>	<u>3,855,103</u>	<u>5,631,157</u>
Change in Net Assets	110,439	(464,106)	(353,667)	113,567
Net Assets - Beginning of Year	<u>1,750,310</u>	<u>2,080,809</u>	<u>3,831,119</u>	<u>3,717,550</u>
Net Assets - End of Year	<u>\$ 1,860,749</u>	<u>\$ 1,616,703</u>	<u>\$ 3,477,452</u>	<u>\$ 3,831,117</u>

HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF CASH FLOWS
FOR THE SEVEN MONTHS ENDED JULY 31, 2021
(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)

	<u>2021</u>	<u>2020</u>
Cash Flows from Operating Activities		
Increase (decrease) in net assets	\$ (353,667)	\$ 113,567
Adjustments to reconcile increase (decrease) in net assets to cash provided by operating activities:		
Depreciation	82,894	127,623
Changes in assets and liabilities		
(Increase) decrease in grants receivable	(269,963)	42,101
(Increase) decrease in unconditional promises to give	244,495	811,217
(Increase) decrease in prepaid expenses	(14,885)	19,616
(Increase) decrease in security deposits and other assets	-	478
Increase (decrease) in accounts payable and accrued expenses	<u>27,231</u>	<u>(86,139)</u>
Total adjustments	<u>69,772</u>	<u>914,896</u>
Net Cash Provided by Operating Activities	<u>(283,895)</u>	<u>1,028,463</u>
Cash Flows from Investing Activities		
Acquisition of property and equipment	<u>(36,474)</u>	<u>(128,065)</u>
Net Cash (Used In) Investing Activities	<u>(36,474)</u>	<u>(128,065)</u>
Cash Flows from Financing Activities		
Net Advance (Repayment) of LOC	(50,000)	92,345
Borrowing (Repayment) of mortgage	<u>(10,295)</u>	<u>(16,611)</u>
Net Cash Provided by Financing Activities	<u>(60,295)</u>	<u>75,734</u>
Increase (decrease) in Cash	(380,664)	976,132
Cash - Beginning of Year	<u>2,787,239</u>	<u>1,811,107</u>
Cash - End of Year	<u>\$ 2,406,575</u>	<u>\$ 2,787,239</u>

Cash Detail
As of July 31, 2021

Without Donor Restrictions and With Donor Restrictions Cash:

Bank of America	Operating	43,079	
BB&T	Payroll	32,939	
BB&T	Operating	570,696	
Petty Cash	Imprest	800	
Woodforest	PPP	-	
BB&T	Asset Reserve Fund	62,495	
BB&T	Reserve Fund	<u>313,465</u>	1,023,473 Without Donor Restrictions
BB&T - Money Market	Opportunity Fund	510,084	
BB&T - Money Market	Grantor Funding	<u>873,019</u>	1,383,102 With Donor Restrictions
		<u><u>\$ 2,406,575</u></u>	TOTAL CASH

Temporarily Restricted Funds Schedule
As of July 31, 2021

Awards Brought Forward to 2021	AREA	CC	December 31, 2020	Increase/ (Decrease)	Additions	Increase/ (Decrease)	July 31, 2021
American Express UW 4-20 to 4-21	Cit	156	50,000	(50,000)			0
BBT 1-1-21 - 12-31-21	Dev	010	25,000	(25,000)			0
Broward College 2021	EP	415	8,000	(8,000)			0
Chan Zuckerberg 1/1/20 - 5/1/21	Dev	010	56,476	(56,476)			0
Citi Entrepreneurship Converted to Emergency 3-1-2020 - 2-28-2021	EF	326	22,682	(22,682)			0
Development 2021 Time Restriction	Dev	010	256,762	(256,762)			0
Florida Blue Foundation 10/2020 - 10/2021	PB	543	85,162	(57,506)			27,656
Frederick Delucca 5-1-20 1 funds are expended	EF	336	28,024	(28,024)			0
Frederick Delucca 9-1-2020 to 8-31-21. Will Start in Jan 2021.	ST	411	158,416	(49,678)			108,738
Herb Block Restricted to 2021	Cit	156	10,000	(10,000)			0
JM Family 2021	Dev	010	35,000	(35,000)			0
JM Family 2022	Dev	010	35,000	-			35,000
Kresge Awarded in Jun 2019 and begins Aug 2020 through Nov 30, 2021	Admin	000		-			0
Kresge 2019 01-01-21 To 07-31-21 A	HS	460	87,814	(55,882)			31,932
Kresge 2019 01-01-21 To 07-31-21 B	MS	167	26,153	(16,643)			9,510
Kresge 2019 01-01-21 To 07-31-21 C	FS	670	19,731	(12,556)			7,175
Kresge 2019 01-01-21 To 07-31-21 D	Dev	500	10,436	(6,641)			3,795
Kresge 2019 01-01-21 To 07-31-21 E	CWF	503	23,866	(15,187)			8,679
Moran Foundation 01/01/21-12/31/21	CWF	503	350,000	(215,194)			134,806
NALCAB 6-22-20 to 4-30-21	CWF	574	17,308	(17,308)			0
NALEO 7-1-2020 to 6-30-2021	EZ	606	21,987	(21,987)			0
Susie & Alan Levan Family Foundation 5-1-21 - 4-30-22	Dev	010	25,000	(25,000)			0
Susie & Alan Levan Family Foundation 5-1-22 - 4-30-23	Dev	010	25,000	-			25,000
Third Federal Bank-Foundation restrict to 2021	VITA	301	15,000	(15,000)			0
TJMF - 9-01-18 - 8-31-23	Admin	000	282,273	(74,108)			208,165
Truist Foundation Database Management System use in April 21	Admin	000	25,000	(3,090)			21,910
Unidos-RICO 11-1-20 to 1-31-22	PB	537	92,874	(48,711)			44,163
UW - JP Morgan Chase October 2020 to April 2022 Use in 2021	CWF	507	280,000	(133,467)			146,533
Voices for Healthy Children awarded in June Grant Period 7-1-20 to 2-28-21	AA	012	7,845	(7,845)			-
			2,080,809	(1,267,748)	-	-	813,061

New 2021 TR Grants **813,061**

Added in 2021			New 2021 TR Grants				
American Heart Assoc- Voices for Healthy Kids Travel 2021	EFWP	333		2,000	-	2,000	
American Heart Assoc- Voices for Healthy Kids Travel 2022	EFWP	333		2,000	-	2,000	
American Heart Assoc- Voices for Healthy Kids Travel 2023	EFWP	333		2,000	-	2,000	
American Heart Assoc- Voices for Healthy Kids Travel 2024	EFWP	333		2,000	-	2,000	
Baptist Health 6/30/2021 to 8/12/2021	PBW	546		30,795	(20,410)	10,385	
Health Foundation Grant 05/01/21 to 11/1/21	PBW	544		111,627	(42,528)	69,099	
Health Foundation Pop Up Site 06/30/21-11/01/21	PBW	545		20,000	(6,023)	13,977	
Jim Moran Foundation Research Grant 1-1-21 to 12-31-22	CWF	531		500,000	(81,252)	418,748	
NALCAB 6-29-21 to 6-1-22	FCWP	574		25,000	(3,923)	21,077	
NALEO 7-1-21 to 6-30-22	EZZP	606		47,657	(4,801)	42,856	
No Kid Hungry 08/01/2021 to 07/31/2022	PBW	547		100,000	-	100,000	
Tate Foundation 2021 Community Fdt	UKEP	173		20,000	(20,000)	-	
Tate Foundation 2022 Community Fdt	UKEP	173		20,000	-	20,000	
Tate Foundation 2023 Community Fdt	UKEP	173		20,000	-	20,000	
Tate Foundation 2024 Community Fdt	UKEP	173		20,000	-	20,000	
Tate Foundation 2025 Community Fdt	UKEP	174		20,000	-	20,000	
Unidos Digital Innovation 7-1-21 to 4-30-22	CZZP	608		40,000	(500)	39,500	
				983,079	(179,437)	803,642	

803,642

\$ 2,080,809 \$ (1,267,748) \$ 983,079 \$ (179,437) \$ 1,616,703

1,616,703

YTD Satisfaction of Time Restrictions **\$ (464,106)**

HISPANIC UNITY OF FLORIDA, INC.							
STATEMENT OF ACTIVITIES - TOTAL							
FOR THE SEVEN MONTHS ENDED JULY 31, 2021							
	Month Actual	Month Budget	Over (Under)	Year to Date Actual	Year to Date Budget	Over (Under)	
Revenues							
Donations - UNR	\$ 5,557	\$ 18,809	\$ (13,252)	\$ 189,038	\$ 131,659	\$ 57,379	Made up of donations from: Regions Bank for \$3K, and Individuals for \$3K
Donations - TR	106,122	34,624	71,498	1,214,399	897,374	317,025	Made up of Awards from: NALEO for \$48K, Unidos/Comcast for \$40K, BB&T for \$10K, and Broward College for \$8K
Satisfaction of Restrictions	101,771	132,615	(30,844)	464,105	768,682	(304,577)	Diff of \$12K is Favorable versus when added to Donations-TR
Fundraising Events	\$ 15,000	1,667	13,333	18,000	11,667	6,333	JP Morgan for \$15K
Grant Income	363,486	320,061	43,425	1,980,204	2,240,423	(260,219)	Program billing was down due to COVID
Interest Income	15	299	(284)	4,492	2,093	2,399	Includes a dividend from Amtrust for \$3.6K
Rental Income	4,437	4,383	54	30,411	30,680	(269)	
Voluntary Pre-K	0	1,833	(1,833)	0	12,833	(12,833)	As of these statements the program hasn't been opened.
Fees & Miscell Income	9,755	12,000	(2,245)	64,893	84,000	(19,107)	Civic Engagement fees fell behind (\$23K) and VPK Tutition was behind (\$13K), but received rebate for \$17K on Unemployment Tax.
Total Revenues	606,143	526,291	79,852	3,965,542	4,179,411	(213,869)	
Expenses							
Salaries and benefits	463,728	428,132	35,596	2,793,803	2,995,695	(201,892)	Underage offsetting revenues
Advertising	3,038	976	2,062	10,829	6,830	3,999	
Bank service charges	1,326	825	501	8,955	5,775	3,180	
Building repairs/maint	16,434	19,186	(2,752)	112,788	134,302	(21,514)	
Depreciation	11,831	11,844	(13)	82,894	82,894	0	
Dues Subscriptions	1,111	1,455	(344)	13,849	10,180	3,669	
Information Technology	8,412	13,813	(5,401)	59,560	96,139	(36,579)	Underage offsetting revenues
Insurance	5,528	4,665	863	32,433	32,657	(224)	
Interest expense	4,801	4,813	(12)	34,088	33,691	397	
Licenses and permits	0	113	(113)	70	788	(718)	
Mileage reimbursement	1,066	2,376	(1,310)	3,037	17,298	(14,261)	
Miscellaneous	5	(24)	29	259	(24)	283	
Office expense	4,232	3,701	531	22,764	25,905	(3,141)	
Postage and shipping	126	610	(484)	1,338	4,263	(2,925)	
Printing	4,143	4,577	(434)	24,129	31,132	(7,003)	
Professional fees	21,401	18,576	2,825	240,438	134,142	106,296	Includes \$24K Covered by Chan Zuckerberg Advocacy Grant, \$63K is covered by Moran Research Grant, Grant Writing Fees \$3K, Legal Fees \$2K and Recruitment Expense of \$14K.
Program expenses	87,360	51,703	35,657	292,034	320,726	(28,692)	Underage offsetting revenues
Public relations	0	292	(292)	885	2,042	(1,157)	
Rent	1,564	2,555	(991)	20,344	12,635	7,709	Did not budget for summer school rent, but this is covered in revenues as reimbursements.
Staff events/meetings	1,000	833	167	2,005	5,833	(3,828)	
Staff training and development	1,449	1,383	66	10,926	9,277	1,649	
Telephone	3,409	2,376	1,033	24,141	15,174	8,967	Contract in negotiation
Telephone - Cell/HotSpots	4,286	4,879	(593)	46,904	32,652	14,252	Contract in negotiation
Utilities	2,948	2,184	764	16,630	15,279	1,351	
<i>Worst Case-Admin Net Effect</i>		0	0				
Total Expenses	649,198	581,843	67,355	3,855,103	4,025,284	(170,181)	
Increase (Decrease) in UNR Assets	(\$ 43,055)	(\$ 55,552)	\$ 12,497	110,439	\$ 154,127	\$ (43,688)	
			Programs	\$ 397,625			
			Support	\$ (287,186)			
			Total	\$ 110,439			

TJMF Actual through July 31, 2021

TJMF* Capacity Building & Program Development Reserve Fund (the "Reserve Fund")

	Total To Date	
Citizenship Fundraising Match	\$ 25,000	
The Non-Profit Assistance Center	\$ 90,240	CPA - Finance Area
Incremental Salaries	\$ 109,902	Incremental Salary Increases through July 31, 2021
Incremental Salaries--Felipe	\$ 6,417	Incremental Salary Increases through July 31, 2021
Incremental Salaries--Andres	\$ 29,700	Incremental Salary Increases through July 31, 2021
		Recruitor - Director
National Executive before 2021	\$ 10,084	Marketing, Assoc
National Executive VPP	\$ 5,673	VPP
Missing Link	\$ 12,825	Consultant - Human Resources
Other Spending	\$ 1,995	Other Spending
	\$ 291,835	Actual Through July 31, 2021
	\$ 208,165	Grant Balance as of Curr. Month End
Remaining Commitment Executive Search for VP of Programs	\$ 327	Remaining Commitment 2021
2021 Salaries - Committed Salary VC, NS & CM	\$ 15,098	Remaining Commitment 2021
2021 Salaries - ED	\$ 3,583	Remaining Commitment 2021
2021 Salaries - New VPP	\$ 53,633	Remaining Commitment 2021
Remaining 2021 Commitment	\$ 72,641	
Remaining Commitment Beginning Balance 2021	\$ 137,519	
2021 Purchases	\$ 1,995	Dale Carnegie Training
Total 2021 Commitment remaining	\$ 135,524	Remaining Commitment
Total Spent & Committed as of July 31, 2021	\$ 500,000	
Original Budget (Must be spent by 2023)	500,000	
Remaining Dollars	\$ (0)	

Funds must be used by 2023

\$375,000 Mission / Opportunities	\$ 375,000	
		CPA - Finance
The Non-Profit Assistance Center	\$ 90,240	Area Spent
Citizenship Fundraising Match	\$ 25,000.00	Spent
National Executive before 2021	\$ 10,084	Recruitor - Director Spent
Executive Search for VP of Programs	\$ 6,000	Board Resolution 12-9-2020 Committed
Program Salary Increase 2021 for VP	\$ 10,000	Board Resolution 12-9-2020 Committed
Salary & Benefits New Program VP	\$ 83,333	Board Resolution 12-9-2020 Committed
Missing Link and Other Dale Carnegie	\$ 14,820	Consultant - Humai Spent
	\$ 239,476.52	
Other Commitments	\$ 137,519.00	
2021 Purchases	\$ 1,995.00	Dale Carnegie Training
Total 2021 Commitment remaining	\$ 135,524.00	
\$125,000 capacity building	\$ 125,000	
Remaining 2021 Commitment	\$ 15,098	Committed Salaries not yet spent
Incremental Salaries	\$ 109,902	Incremental Salary Increases
	\$ 125,000	
		Uncommitted Balance
Balance	\$ 500,000	\$ 500,000
		\$ (0)

Marketing Committee Meeting Minutes
Zoom Meeting
September 8, 2021

On the Phone: Katherin Gallego, Maguana Jean, Christina Paradowski, Felipe Pinzon, Francisco Rivera, Felina Rosales-Furer and Shani Wilson

Excused: Ana Arguello, Josie Bacallao, Christopher Dongo, Lesli Cartaya-Franco, John Guerrero, and Lucia Rodriguez

Action Items:

1. Kathy Gallego will schedule a meeting with Ana Arguello to work on the details of future eblast.
-

1) Roll Call

2) Approval of July 2021 minutes

Quorum was not met. Approval for July, August and September minutes will be moved to October meeting.

3) Transition Plan Updates

Kathy Gallego and Maguana Jean reviewed the final draft of the transition survey with the committee members as it would appear in Survey Monkey. Updated feedback from previous committee discussions were considered and reflected in the final draft. Additionally, Shani Wilson stated the transition introduction should be more positive with the example provided "Exciting news". The edits suggested by Shani were made to the survey. Also discussed in the meeting were Next steps after the survey is completed. It was decided against having a comment field because as an agency we would be able to address each comment. It was reiterated that the agency meetings are excellent venues for ongoing communication by Felipe Pinzon with the staff. Felipe will address specific points and details during the agency meetings. Final suggestion was to change the word "agency" to "HUF" to make it more specific to the HUF brand.

Kathy shared information about the three eblasts starting January through March, focused on Felipe's new role, his early years with HUF, and where he sees HUF in the future. Ana Arguello and Kathy are working on the details of each eblast. Also suggested that for high readership, the eblast should be in form of videos.

4) HUF's 40th Anniversary

Kathy Gallego displayed the final logo for the 40th anniversary. It is specific to 2022 for all marketing material, emails, etc. Kathy is already working with the graphic designer to start designing social media logos, HUF letterhead, business cards, HUF staff email signatures and powerpoint presentations, etc.

**Next Meeting
Wednesday, October 13, 2021
9:00 AM**

**Governance Committee Meeting Minutes
September 2, 2021**

Present on Zoom:

Christina Paradowski, Angie Stone, Steve Sampier, Jorge DeApodaca, John Guerrero, Tony Abbate, Josie Bacallao, Felipe Pinzon and Felina Rosales-Furer

Excused:

Melida Akiti, Maria Elena Ferrer, Barbara Grevior and Maritza Alvarez

Next Steps/Action Items:

- a. Tony Abbate will reach out to Boris Espinoza for an interview. If he is a strong candidate, he will recommend him for our remaining open board position. He also will reach out to Henry Rojas to offer him a spot on a committee
- b. Angie Stone will follow up with each board member regarding their participation and expectations for self-reporting. (**Update:** At the Sept board meeting, Angie indicated she will be sending out new links from her regular e-mail account to all the board members).

Discussions:

1. Approval of June and July 2021 Minutes.

Motion to approve June minutes by Steve Sampier. A second was made by Jorge DeApodaca. Motion passed.

Motion to approve July minutes by Christina Paradowski. A second was made by Angie Stone. Motion passed.

2. New Board Officer: Lisette Rodriguez from Vice Chair/Finance Committee to Treasurer and Finance Chair

Unfortunately, Deborah Pena has had some personal setbacks. We are recommending that Lisette Rodriguez assume the Treasurer role and Chair of the Finance committee. John Guerrero shared with the committee that Deborah will remain on the board for now.

3. Recruitment—New Candidates

- a. Vote: Maria Barnard, JM Family Enterprises, Inc. Tony interviewed her, she has attended a virtual tour and has been vetted.

MOTION

Motion made to approve Maria Barnard for the HUF board effective October 2021 made by Steve Sampier. A second made by Christina Paradowski. Motion passed.

- b. BoardLead Candidates

- i. Henry Rojas, Comcast: We will offer a spot on the Finance committee to Henry; Tony will reach out.
- ii. Boris Espinosa, CITI: Felipe Pinzon has interviewed him, he was a referral from our main foundation contact at CITI Bank. Tony will interview him, and he determines he is a strong candidate, will return to governance with a recommendation to offer him HUF's remaining open board position. He may be a good fit for the Marketing Committee, Tony will reach out.
- iii. Maguana Jean is not ready to join the board currently. Perhaps in 2022. Pending her acceptance, we can recruit further or have her fill in the one vacancy that will be occur January 2021.

- iv. Eduardo Bello is interested in Finance committee for a further leadership role. Tony brought up that the Finance committee has a lot of members. Josie can work with Lisette to call out those that have not been very active. Tony suggested having a meeting with Chairs and committee members to discuss participation. Christina Paradowski believes having a large Finance committee is not a bad idea to have a depth chart. She could also tie in participation with her bylaw email. Finance needs more CPA's and Bankers on the committee.

Tony suggested having reviews of board members in October – November (one year and two-year members for renewal) then have data by January to share with Chair and CEO. Steve shared in past only problem performance would have been shared with Chair. Tony would like to establish a calendar for these evaluations/recommendations. John brought up having such a formal process may be counter intuitive. Perhaps just making the calls when we know who intuitively needs to step up. Josie shared we have never forced anyone off the board, she shared having a simple conversation with the Board Chair to understand their challenges. Usually, those discussions have resulted in increased engagement or resignation from the board (often remaining on a committee). The CEO, Governance and Chair of Board continue having strategic meetings and discussions on members. Tony shared the bylaws already give up the tools for exit strategies. Jorge DeApodaca believes gather data over quarters and does not believe this should be a rigid process. Angie Stone shared data tracking of board was moved into board hands to alleviate staff's time. Unfortunately, the new process has not caught on yet. Angie will be again sending links to the Google Drive to each board member.

- 4. Update Bylaws & Board Structure Sub-Committee Update by Christina Paradowski
She sent out red lined draft of bylaws to committee. Please look over revisions for feedback, etc. Then once approved she can share updates with board for adoption.

- 5. Review Governance Committee 2021 Goals
A discussion ensued regarding the creation of a separate "Friends" fundraising committee. Decision was made to move this to the board for a discussion/decision.

- 6. Board Member Engagement of Self Reporting – Update
 - a. Report out of 2nd Quarter results. Angie will follow up individually to reset the expectations and hopefully get participation. Purpose of putting this together was to assist staff and put more ownership on the board for reporting.

Next Meeting:
Thursday, October 1, 2021 @9am

Governance Committee Meeting Minutes October 1, 2021

Present on Zoom:

Christina Paradowski, Maria Elena Ferrer, Jorge DeApodaca, Angie Stone, Steve Sampier, John Guerrero, Tony Abbate, Josie Bacallao, Felipe Pinzon and Felina Rosales-Furer

Excused:

Melida Akiti, Barbara Grevior and Maritza Alvarez

Next Steps/Action Items:

1. Tony Abbate will reach out to Lesli Franco to invite Henry Rojas to the Marketing Committee. Felina Furer will then send him Outlook invitations.
2. Christina Paradowski will provide the highlighted changes of the bylaws for further discussion at the November meeting.
3. Angie Stone will email the board members today regarding self-reporting and create a new profile for Maria Bernard as well.

Discussions:

1. Approval of September 2021 Minutes.

Motion: Motion to approve the September 2021 minutes made by Steve Sampier. The second was made by Angie Stone. Motion passed.

2. 2022 Officer Slate

Chair: Christina Paradowski
Chair-Elect: Anthony Abbate
Secretary: Carolina Cardozo
Treasurer: Lisette Rodriguez
Past Chair: John Guerrero

Motion: Motion to approve the Draft 2022 Slate of Officers by Steve Sampier. The second was made by Maria Elena Ferrer. Motion passed.

The DRAFT 2022 Slate of Officers will be shared with the board in October – they will be asked for other nominations for the positions – and the final vote will take place at the November Board meeting.

3. Recruitment—New Candidate

- a. **Boris Espinosa, CITI.** Tony Abbate interviewed Boris, he is a banker but interested in the PR and Marketing of HUF. He seems a very hands-on type of person. Boris would fill the remaining open board of director position, bringing the board to 21 board members. We know we will have one additional board position available when Steve Sampier ends his second board tour in December 2021. He will return to his Board Member Emeritus status. There are quite a few individuals serving in HUF committees who can be groomed for future board membership. Maguana Jean and Myrna Monserrat are two top candidates; they may be ready by 2022. Felipe shared Boris sought out HUF. CITI for whom he works, is very supportive of HUF's work Boris also brings his Miami network.

Motion: Motion to approve Boris Espinosa to the Board of Directors made by Maria Elena Ferrer. A second was made by Angie Stone. Motion passed.

- b. We received a candidate from BoardLead, Tony interviewed Henry Rojas (Comcast) who will look for a spot on one of our committee's and potential for the board in the future. Henry selected HUF from a list of other nonprofits with which he could volunteer. HE is a strong candidate. He would come with corporate and management experience and would bring other skill sets. But he has no previous board experience. The committee discussed which committee he should serve. Governance Henry be invited to serve on the Marketing Committee. Angie Stone suggested having new candidates rotate through HUF's various committees every two-three months. Steve shared we could make a provision in the bylaws to give access to up-and-coming candidates. Lesli Franco is already aware Henry may be joining The Marketing Committee. Tony will let Henry know then Lesli will invite him formally. Felina will then share the committee meeting invites.

Felipe shared there is a second candidate from BoardLead whom he will interview in next couple of weeks.

Steve Sampier shared he will continue the Governance Committee when his Board term ends in December.

- 4. **Update Bylaws & Board Structure Sub-Committee Update** by Christina Paradowski. The version shared is her red-lined version today is the introduction to the entire committee it was previously sent and currently under review by the sub-committee. At the November meeting she will provide the highlighted changes submitted by all for further discussion. Christina indicated many of her edits were made to clarify language to make the intent clear and eliminate ambiguity. Feedback is requested by the end of October 8. Christina reviewed areas which need to be discussed including terms for board members and the employee grievance process.
- 5. **Board Member Engagement Self-Reporting** by Angie Stone
An email will be sent out today requesting that board members update their individual engagement sheets. Angie will create a new profile for Maria Bernard as well.
- 6. **New Monthly Committee Meeting Day Options**
Meeting date/time no longer an issue for Tony Abbate. Item pulled.
- 7. **Board of Directors Equity**
Felipe has identified a resource for HUF to have Diversity Equity Inclusion (DEI) technical assistance – the TA will extend to the board as well. CSC will provide funding to provide a plan by the end of 2021 or early 2022. Angie Stone also will share her ideas on how to structure DEI for the board.

Next Meeting:
Friday, November 5, 2021 @9am

**Public Policy & Advocacy Committee Meeting Minutes
September 10, 2021—Zoom Meeting**

Present:

Carolina Cardozo, Dr. Jeff Nasse, Alejandro Gonzalez, Dr. Maria Bernal, Dick Blattner, Megan Turetsky, Dan Schevis, Robby Holroyd, John Guerrero, Christina Paradowski, Josie Bacallao, Otto Valenzuela, Andres Connell and Felina Rosales-Furer

Excused:

Julie Fishman and Felipe Pinzon

Next Steps/Action Items:

- 1) HUF is working to meet with additional Broward & Miami-Dade Republicans before the end of the month. (Have already met with 19 electeds and/or staffers in August and September.)

Discussions

1) Approve August 2021 Meeting Minutes

Alejandro Gonzalez motioned to approve the August 2021 minutes. Dick Blattner provided the second to the motion. Motion passed.

2) Updates to HUF's 2022 PP&A Agenda—Otto Valenzuela

- HUF has four key focus areas for the state platform including:
 1. **Closing the healthcare coverage gap**
 2. **Remove barriers to KidCare (CHIP) enrollment**
 3. **Creating a state-based earned income tax credit**
 4. **Passing a Native Language Assessment.** HUF is partners with LULAC and UnidosUS on this bill. Rep. Chip LaMarca has co-sponsored with Rep. Plasencia (Orlando). We hope to push further this year and put pressure on the House's Education Committee.
- HUF has held/has scheduled more than 19 meetings during August-September with FL legislators
- E-verify is back this time for all Florida employers. We need to keep our eye on it. Last year, E-verify was required only for government contractors and state-funded organizations.
- Licenses to those who are undocumented is up for discussion again – it may be the key legislative policy issue for the national immigrant-advocacy organization called FWD.us. Similar legislation in other states has led to greater willingness by immigrants to report crimes, a reduction of hit and runs and reduction of financial costs related to such accidents.
- Josie Bacallao, along with FL Policy Institute and FL Voices for Health, met with Rep. Wasserman-Schulz yesterday to work on specific items for immigrant children. Health and Immigration reform are the two topics we are pushing on the Federal side.
- Robby Holroyd shared that there will be a push for KidCare expansion this year. He believes this will be a very big Education year. Redistricting is going to be the focus this session. He does not believe that E-verify will gain traction. This year the Capitol is open to visitors to walk the halls again and lobby and conduct grassroots advocacy.
- Florida constitution has a "right to privacy" that would mitigate a Texas style Abortion bill that consume much of this year's legislative session.
- Alejandro shared United Way's policy will have a completed policy platform by the end of the month. HUF sees an opportunity to partner on the KidCare issue. United Way also is focusing on affordable housing as a priority.
- Megan Turetsky reported out: She shared that the leader for the Democrats in the Senate, Lauren Book, was stripped of her Chair position on the Children, Families and Elder Affairs

Committee. She was replaced by Republican Sen. Iliana Garcia of Miami. HUF will try to meet with Sen. Garcia.

- First week of committee will shed light on how this session will unfold this year. Robby Holroyd suggests trying to go up once or twice this year. Meet with Senator Garcia. She will be leader and player in the future. She is a moderate Republican who will be open to listening. We also do not know how redistricting will or will not take over this session.
- Some possible visiting times for HUF may be the second or third committee week. United Way Capitol Days will be in mid-November. Broward Days will be in January 18 –19. All agreed Broward Days may be the best time for a HUF/Tally visit to educate and meet legislators.
- Group suggests HUF continue to share what HUF offers to our constituents in Broward by making presentation at Broward Delegation Meeting. HUF has signed up to speak at the 10/6 meeting.
- Otto shared the HUF-led CIFIC has partnered with Alliance for Justice to host: A Nonprofit's Guide to Lobbying and Advocacy, a free virtual event being held on 10/6 at 3pm that is open to all.

Next Meeting: Friday, October 8, 2021 @ 9am