



**Empowering a
New Generation
of Americans**

Board of Directors Meeting Package

Meeting #4

Tuesday, April 26, 2022

Join Zoom Meeting

<https://us06web.zoom.us/j/86348278582?pwd=T0ZELzq5YkJBcU52VnlaaU5MUUnVxdz09>

Meeting ID: 863 4827 8582

Passcode: 731671

Mission

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

Hispanic Unity of Florida
Board of Directors Meeting
AGENDA
Tuesday, April 26, 2022

Join Zoom Meeting

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Meeting ID: 863 4827 8582

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We will start the meeting promptly at 4pm

- | | | | | |
|-----|--------|--|--|--|
| 1. | 4:00pm | Call to Order/Roll Call | Christina Paradowski & Felina Furer | |
| 2. | 4:05 | Chair Welcome and Presentations <ul style="list-style-type: none">• Welcome to Leonor Romero, Chief Financial Office• Board Retreat, May 14 at 9 am<ul style="list-style-type: none">• Location• Agenda• Diversity, Equity and Inclusion training | Christina Paradowski | pgs. 1-2 |
| 3. | 4:25 | Mission & Updates <ul style="list-style-type: none">• Family Strengthening Program• VITA Volunteer feedback | Andres Connell, Elizabeth Dorante and Yonela Carusi | Information
Information pgs. 3-8 |
| 4. | 4:40 | State of Hispanic and Immigrant Broward | Felipe Pinzon | Update |
| 5. | 4:50 | Finance Committee <ul style="list-style-type: none">• Dec 2021 Financial Statements• 2021 Audited Financial Statements Timeline | Virginia Cielo and Lisette Rodriguez | Information pgs. 9-16
Update |
| 6. | 5:05 | Public Policy and Advocacy Committee <ul style="list-style-type: none">• Florida Legislative Session Wrap Up & Impact on HUF and the Community• HUF's PP&A Activities | Otto Valenzuela and Carolina Cardozo | Information
Update |
| 7. | 5:15 | Fund Development <ul style="list-style-type: none">• Scorecard• Entrepreneur Summit | Shani Wilson | Information pgs. 17-19
Action |
| 8. | 5:30 | Governance <ul style="list-style-type: none">• Amendment to the Bylaws• BoardLead• Mentorship program | Anthony Abbate | Information pg. 20
Information pg. 21
Discussion |
| 9. | 5:40 | Consent Agenda
<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> <ul style="list-style-type: none">i. Board Meeting minutes, March 2022ii. Finance Committee minutes, March 2022iii. Public Policy & Advocacy Committee Notes, March 2022iv. Marketing Committee minutes, March 2022v. Governance Committee minutes, March and April 2022 | Christina Paradowski | Action
pg. 22
pgs. 23-24
pgs. 25-26
pgs. 27-28
pgs. 29-32 |
| 10. | 5:45 | Executive Session | Christina Paradowski | |
| 11. | 6:00 | Adjourn | | |

Hispanic Unity of Florida
BOARD OF DIRECTORS ATTENDANCE MATRIX

Board Member	April 2021	May 2021	June 2021	July 2021	Aug 2021	Sept 2021	Oct. 2021	Nov. 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	
ABBATE, Anthony (Tony)	P	P	P	No Board Meeting	No Board Meeting	P	P	P	E	E	P	P	
ALVAREZ, Maritza	P	P	P			P	P	P	P	E	P	P	
ARGUELLO, Ana	P	P	P			P	E	P	P	P	P	E	P
BARNARD, Maria						P	P	P	P	P	P	P	P
BELLO, Eduardo	P	P	P			P	P	P	P	P	P	P	P
BITTAR, Elsa	-	-	-			-	-	-	-	-	-	P	P
CARDOZO, Carolina	P	P	P			P	P	P	P	P	P	P	E
CUSHING, Giselle	P	A	P			P	P	A	E	A	A	A	A
DEAPODACA, Jorge	P	P	P			P	P	A	E	-	-	P	P
ESPINOZA, Boris	-	-	-			-	-	-	-	P	P	P	P
FRANCO, Lesli	P	P	E			P	P	P	P	P	P	P	P
GUERRERO, John	P	P	P			E	P	P	P	P	P	E	P
HERZ, Dan	P	P	E			P	P	P	E	P	P	P	P
KARLEN, Scott	P	P	E			A	A	A	A	A	A	P	A
NASSE, Jeffrey						P	P	P	P	P	P	P	P
PARADOWSKI, Christina	P	P	E			P	P	P	P	P	P	P	P
RIVERA, Francisco	P	P	P			P	P	P	P	P	P	P	P
RODRIGUEZ, Lisette						P	P	P	P	P	P	E	P
RODRIGUEZ, Lucia	E	P	P			P	E	P	E	P	P	P	P
SAMPIER, Steve	P	P	P			P	P	P	P	-	-	P	P
SCHEVIS, Daniel	P	P	P	P	P	P	P	P	P	P	P		
STONE, Angie	P	P	P	P	P	P	P	P	P	P	P		
Total Board Members	19	19	18			20	21	21	18	19	20	20	
Present: P / T= Telephone	17	17	14			17	16	18	14	15	16	17	
Excused: E	1	1	4			2	3	1	5	2	3	1	
Absent: A	1	1	0			1	2	2	1	2	1	2	
Board Members Present at the Meeting	90% Zoom	90% Zoom	78% Zoom			85% Zoom	76% Zoom	86% Zoom	70% Zoom	79% Zoom	80% Zoom	85% Zoom	

LEONOR E. ROMERO

8931 NW 22 COURT
PEMBROKE PINES, FL 33024
(954)629-7515 EMAIL: LROMERO7315@GMAIL.COM

Highly qualified and committed financial and social service professional with over 25 years of administration, management, non-profit, social service and compliance experience.

QUALIFICATIONS

Twenty-five years of financial/managerial non-profit experience. Independent self-starter with solid work experience in overseeing all functions of accounting, facilities, risk management, including, but not limited to, grant-compliance and billing/reporting, budget implementation/tracking/trend analysis, cost-allocations. Extensive knowledge of grant and private funded programs covering all sources such as: Federal, Local, State, quasi-government, Private Foundations and Individual Donors. Policies/procedures implementation, adherence to internal controls, budgeting. Lead liaison with agency's annual audit to include, financial report, single-audit/SEFA, 990. Ensure timely filings for applicable 1099s, 1096, 941s, and additional funder required reports. Lead liaison for mandated monitoring visits and compliance oversight. Articulate communicator well-regarded for quality work product and strong interpersonal skills. Presentations directly to Board and other stakeholders. Superior organizational and time management skills with proficiency to trend research, data management and analysis. Great team building skills and innate ability to effectively communicate with individuals from all levels and backgrounds. Cashflow forecasting, tracking fee for service actual vs. budget, enrollment vs. attendance, fees for services vs. cost-reimbursement impacts

Microsoft Office, QuickBooks, Fundware, Financial Edge/ Blackbaud/ Sphere. Implement Financial Software Systems including customizing reporting for use by management, Board, and program staff.

PROFESSIONAL EXPERIENCE

Executive VP & COO formerly Chief Financial & Operations Officer

1997-Present

YWCA South Florida, Inc formerly YWCA of Greater Miami-Dade, Inc., Miami, FL

Responsible for the financial and operational oversight of YWCA a 100+year old non-profit agency that provides social services to the South Florida community with an operating budget of \$5.8M and assets over \$10M; 27 multi-site locations covering services in aftercare/teen programs, early childhood, enhancements, family wellness, economic empowerment, racial/social justice, with 40+ funding sources: private/public/governmental (state/local/federal), fees, investments.

- Currently, direct, administer, and coordinate all operational activities for YWCA in support of policies, goals, and strategic objectives established by CEO and Board of Directors. Second in command to CEO; overseeing risk, facilities, IT, human capital, real property investments, staff liaison to ad hoc Board Governance/Property Committee.
- Formerly oversaw all financial activities along with operational. Served as Interim CEO during transition period 6/16-5/17.
- Provide strategic input on decision-making issues and assist CEO in developing agency/program business plans.
- Supervise Management Staff to meet agency's operational goals, including grant-compliance & agency overall budget goals.
- Work with senior management to track budget vs. actual projections; re-negotiate funders commitments as necessary to meet budgetary constraints/shortfalls while ensuring clients' safety are not compromised; flag concerns to all affected parties with compliance according to spending plan and timeline of scope of services.
- Review, develop and monitor all internal control policies & procedures for compliance. Develop, analyze and make recommendations related to operation and fiscal procedures/systems for efficiency of the agency.
- Prepare all financials and supporting administrative reports for management control, principal liaison in presenting all aspects of agency's financial and regulatory/compliance status to funders, Board, auditors and related parties includes: general ledger, financial statements, financial analysis, cash management, internal and external reporting within GAAP.
- Oversee operations for facilities management including, maintenance requests, purchasing, reception, security, Information Technology, Emergency Preparedness Program. Oversight of new capital construction of 16,000 sq. foot facility. Working directly with all third-party vendors, partners, and ad hoc committees for health & safety, maintenance upkeep, major capital improvements, and special projects.
- Coordinate audits to ensure timely completion to meet deadlines established by the Board and/or funding sources; monitor compliance to meet deliverables and scope of services. Lead liaison in all risk management programs for GL, D&O, Property, & Worker's Compensation Policies to adhere to funding requirements and protect agency's exposure. Address safety concerns and investigate issues that arise.
- Establish Fund Management Policy and Investment Policy to ensure compliance with overall agency's objectives as approved by the Board or designated committee; manage cash flows to maximize investment strategies for short and long-term goals.

- Executive leadership on asset management to include maintaining banking relationships with financial institutions to secure line of credit and reconcile securities held; gains/losses/fees. Renegotiate terms with bankers.
- Work directly with Board on different Ad Hoc committees for organization's strategic plan and oversight in meeting mission and goals.

Director of Finance and Operations

1995-1997

Pathways to Housing, Inc., New York, NY

- Managed all financial & accounting operations for \$4M non-profit agency that provides permanent & temporary housing to homeless community with psychiatric disabilities. Supervised finance, personnel, and facility service staff. Prepared monthly and annual financial statements, budget analysis, grant-billing/compliance (benchmarks), cash flow, bank reconciliations, internal/external audits, fixed assets, rental property management, and annual operating budget.

Controller

1994-1995

Pathways to Housing, Inc., New York, NY

- Administered entire accounting functions including annual budgets, financial statements, and implemented necessary systems for accounts payable, receivables, payroll, account/bank reconciliation, month end closing, forecasting; prepared monthly expense reports/grant-reimbursements to regulatory bodies within set deadlines.

Supervising Accountant

1989-1994

Lenox Hill Neighborhood Association, Inc., New York, NY

- Assisted Controller in all accounting functions for \$6M non-profit agency providing various social services including, but not limited to, private & government-funded, fees for services children service programs; supervised accounting staff; accounts payable, cash receipts, and payroll.

EDUCATION

B.S., Accounting — Hunter College of New York - GPA 3.67 Cum Laude Honors

AFFILIATIONS

YWCA's of the Southeast Region, Inc. – Treasurer 2010-2013

Pembroke Pines Charter Elementary School – Treasurer 8/2013 – 8/2014

Thomas J. Tighe
2136 NE 16th Avenue
Wilton Manors, FL 33305
954-410-2931

March 25, 2022



Felipe Pinzon, President
Hispanic Unity of Florida, Inc.
5840 Johnson Street
Hollywood, FL 33021

Re: Complaint about VITA program

Dear Mr. Pinzon:

I attempted to volunteer as a tax preparer for Hispanic Unity's Volunteer Income Tax Assistance (VITA) program. This letter explains my disappointment and the shortcomings of your program.

As part of the IRS VITA program, Hispanic Unity's tax preparation is supposed to leverage volunteer effort to produce the maximum number of free tax returns for low income people. Your program fails in this.

Specifically, two staffers, whom I believe are paid, are usually present at your tax preparation sites and the volume of clients is controlled to be manageable by a stringent appointment schedule (i.e only two appointments every 30 minutes or every 45 minutes) with the appointment numbers then diminished by no-shows and those who are turned away because they don't have their social security cards with them. The people turned away often say "No one told me to bring a social security card" but no one seems interested in remedying that defect in your procedure. So, very little accomplished.

The specifics of my bad experience are as follows:

I contacted Alpha Balde showing him my Basic certification level. He sent me training videos to watch and arranged my schedule.

1st Day. I reported at the African American research library as instructed where there was a site coordinator and a quality reviewer. I was immediately rejected because I did not have my Advanced certification. Alpha called me later and said that was a mistake. He said I could have been a greeter. I told him I did not want to be a greeter but that I would just go

ahead and get the Advanced certification, which I accomplished in three days.

2nd Day. I worked four hours at the Urban League. It was just me and the site coordinator. In four hours we did two returns. A paltry accomplishment.

3rd Day. Back to the African-American research library. I worked on five or six returns in five hours. However, what I did could easily have been taken care of by the site coordinator and quality reviewer who were there. Thus, I was not accomplishing anything for the community that would not otherwise have been accomplished in my absence.

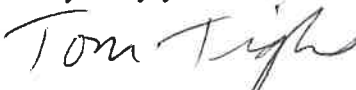
4th Day. Another day at the African-American research library. I worked on three or four returns. I left at noon. There were only three appointments left through 6 pm. Otherwise, see comments on 3rd day.

5th Day. I was assigned to the Sunrise Senior Center. When I arrived there were already three people there, the site coordinator, the quality reviewer, and a volunteer. There were no clients. There was no computer for me to use. The site coordinator suggested that I be a greeter. I pointed out that with only two clients every 45 minutes, there wasn't much greeting to be done. It was mutually agreed that I should leave.

Hispanic Unity is failing those companies and agencies which provide your funding. Your site coordinators and quality reviewers (who have positions listed as jobs on your website so I assume are paid) could do so much more for the public if not protected by the limited appointment schedule. Beyond these staffers, if you were welcoming and put volunteers to real use, you could leverage your existing structure and expertise to do much, much more for the low income residents of Broward County. I know you promote the number of volunteer hours, but the criteria should be the amount of extra good which the volunteers actually create for the community.

Nonprofits are often characterized as lazy and inefficient. My experience with Hispanic Unity does nothing to refute that characterization.

Very truly yours,


Thomas J. Tighe

cc: Christina Paradowski, Chairperson
Anthony J. Abate, Chair-Elect
Carolina Cardozo, Esq. Secretary
Lisette Rodriguez, Treasurer
Board of Directors

FW: Letter ---- FW: Pls address immediately



Felipe Pinzon

To: Christina V. Paradowski (christina@mosaic.law); Anthony "Tony" Abbate (aabbate@fau.edu); Anthony Abbate; Carolina Cardozo (carolinacardozo@me.com); Carolina Cardozo; Lisette Rodriguez (lisette.rodriguez@bdo.com)

You forwarded this message on 4/11/2022 5:24 PM.

Memorandum to FP and HLJF Board - Response to Volunteer Complaint about VITA program.docx .docx File

Reply Reply All Forward

Mon 4/11/2022 5:24 PM

Hi Executive Committee – I hope this email finds you well.
As shared with you, I asked the VITA program management team to immediately address Mr. Tigh's concerns.
And they did. ***Pls see Memorandum attached.***
I also met with him this past Friday to let him know his feedback is appreciated and concerns were addressed.

If you have any questions, pls don't hesitate to reach out,

Felipe

From: Felipe Pinzon

Sent: Thursday, March 31, 2022 3:29 PM

To: Christina V. Paradowski (christina@mosaic.law) <christina@mosaic.law>; Anthony "Tony" Abbate (aabbate@fau.edu) <aabbate@fau.edu>; 'Carolina Cardozo (carolinacardozo@me.com)' <carolinacardozo@me.com>; Lisette Rodriguez (lisette.rodriguez@bdo.com) <lisette.rodriguez@bdo.com>

Subject: Letter ---- FW: Pls address immediately

Hi Executive Committee – we received the attached letter on Tuesday, March 29th. You were copied on it. (Christina already received it).
I immediately asked Andres Connell, VP of Programs and his team to investigate the issues listed by Mr. Tighe.
I also scheduled a meeting with him on Friday, April 8th (next week).
I will get the full story and let know the findings and areas of improvement.

Thanks – Felipe

From: Ingrid Ekblad <iekblad@hispanicunity.org>

Sent: Thursday, March 31, 2022 2:29 PM

To: Felipe Pinzon <fpinzon@hispanicunity.org>; Andres Connell <aconnell@hispanicunity.org>

Subject: RE: Pls address immediately

Felipe/Andres:

Just wanted you to both know that I met with the VITA team and discussed the letter from the volunteer. Alpha shared his experience with Mr. Tighe. I asked them to outline the interactions and also lessons learned and areas to improve if needed. Always something to learn. You will have this back on Monday.

Ingrid

Ingrid Ekblad | Director, Economic Development

Mobile 954.907.1410 | iekblad@hispanicunity.org

www.hispanicunity.org

UnidosUS Affiliate of the Year



From: Felipe Pinzon <fpinzon@hispanicunity.org>

Sent: Wednesday, March 30, 2022 7:30 AM

To: Andres Connell <aconnell@hispanicunity.org>; Ingrid Ekblad <iekblad@hispanicunity.org>

Subject: Pls address immediately

Andres and Ingrid – pls read letter attached. It is a VITA tax preparer/volunteer who lists a number of complains.

Pls send me a formal response to this letter by Monday – it is sensitive, we must reflect on his allegations and respond quickly.

I also want to schedule a meeting with him. I will ask Felina to schedule time so the three of us can meet with him next week.

Best – Felipe



**Empowering a
New Generation
of Americans**

Felipe Pinzon | President & CEO

Mobile 954.257.5473 | fpinzon@hispanicunity.org

www.hispanicunity.org

UnidosUS Affiliate of the Year



Memorandum

To: Felipe Pinzon, President and CEO
From: Andres Connell, Vice President of Programs and Public Policy
Ingrid Ekblad, Director of Economic Development
CC: Christina Paradowski – Chair, Board of Directors
Subject: Complaint about VITA program – Mr. Thomas Tighe

In response to the letter received from Mr. Thomas Tighe dated March 25, 2022, please see the action steps taken to address the documented concerns below:

After review of Mr. Tighe’s letter, there was an immediate investigation of his comments and experience with the VITA program

1. Director of Economic Development met with the VITA management team to discuss contents of letter and asked to compiled information from site staff that interacted with Mr. Tighe
2. One concern was immediately addressed with the Site Coordinator at the African American Research Library that did not provide Mr. Tighe with enough guidance on the program at his first day of volunteering. Site Coordinators are trained to provide the best internal customer service to volunteers. This will be reinforced in job descriptions and training for 2023 tax season
3. Met with Mr. Tighe virtually on April 8, 2023, with HUF President & CEO. Conclusions and reflections from meeting –
 - a. Mr. Tighe wanted to be heard and ensure that volunteer resources are maximized to better serve the community
 - b. Mr. Tighe was not familiar with how the VITA program works in Broward County. It was explained to him that our goal is to serve the community through our volunteers and partners.

- c. COVID has had a tremendous impact on the program's ability to serve, as partners have restricted schedules and capacity requirements
- d. The service delivery model already under review will change to super site model to ensure full maximization of resources and traffic for volunteers and the community
- e. Additional customer service trainings will be provided for VITA team in-person in early January 2023 prior to tax season on Volunteer engagement, customer service and management
- f. Volunteer feedback will continue to be collected and used to make any further quality improvements for the program under the supervision of the Senior Program Manager and Team Leader

Program action steps will be updated and confirmed as completed to HUF President and CEO.

HISPANIC UNITY OF FLORIDA, INC.

FINANCIAL STATEMENTS

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

Prepared by: D Gutierrez on 3/16/2022
Approved by: V Cielo on 3/16/2022

Hispanic Unity of Florida, Inc.

Notes to Financials

December 31, 2021

UNR Net Assets

Reconciliation of UNR Net Assets:

1 Gain/(Loss) From Program Operations	928,711
2 Gain/(Loss) from Support Services	<u>(887,582)</u>
Inc(Dec) in UNR Net Assets	<u>\$ 41,129</u> Operating Gain

The year to date projected gain was \$37K. Our year-to-date actual was \$41K which was an unfavorable variance of (\$4K).

1) Development YTD had an unfavorable budget variance (\$56K).

2) Programs YTD had an favorable variance of \$283K.

3) Admin YTD had an unfavorable budget variance of (\$223K).

Programs:

Program's total contribution to date toward administrative and shared fixed costs to the agency totals \$1.56M.

Development:

The Development area contributed \$252K toward administrative and shared fixed costs to the agency.

Cash

Year to date cash decreased by (\$344K) as a result of the following activities:

\$ (242,426) Inc/(Dec) in Net Assets
<u>(57,446) Adjustments to reconcile increase (decrease) in net assets</u>
(299,872) Net cash provided (consumed) by operating activities
(44,227) Investing Activities
<u>(476,393) Financing Activities</u>
<u>\$ (820,492) Inc/(Dec) in Cash</u>

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

<u>ASSETS</u>	<u>2021</u>	<u>2020</u>	
Current Assets			
Cash	1,966,747	\$ 2,787,239	Cash Detail Pg 7; CashFlow Pg 6
Grants receivable	819,102	324,482	Schedule 1
Unconditional promises to give, net	361,829	634,947	Schedule 1 & 3
Prepaid expenses	<u>25,220</u>	<u>46,921</u>	
Total Current Assets	<u>3,172,898</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	1,298,258	1,398,046	
Deposits and Other Assets	<u>33,726</u>	<u>34,202</u>	
Total Non-Current Assets	<u>1,436,950</u>	<u>1,512,214</u>	
Total Assets	<u>4,609,848</u>	<u>\$ 5,305,803</u>	
<u>LIABILITIES AND NET ASSETS</u>			
Current Liabilities			
Accounts payable and accrued expenses	234,091	\$ 211,227	Schedule 2
Mortgages payable, current portion	17,666	17,667	
Lines of credit	<u>11,339</u>	<u>470,065</u>	
Total Current Liabilities	<u>263,096</u>	<u>698,959</u>	
Noncurrent Liabilities			
Mortgages payable, net of current portion	<u>758,061</u>	<u>775,725</u>	
Total Non-Current Liabilities	<u>758,061</u>	<u>775,725</u>	
Total Liabilities	<u>1,021,157</u>	<u>1,474,684</u>	
Net Assets			
Without Donor Restrictions	1,791,442	1,750,310.00	41,132
With Donor Restrictions	<u>1,797,249</u>	<u>2,080,809.00</u>	<u>(283,560)</u>
			(242,428)
Total Net Assets	<u>3,588,691</u>	<u>3,831,119</u>	
Total Liabilities and Net Assets	<u>4,609,848</u>	<u>\$ 5,305,803</u>	

Gain from Program Operations	928,711
Gain from Support Services	(887,582)
Increase (Decrease)	41,129

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

	2021			2020
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Revenues and Other Support:				
Contributions	\$ 319,003	\$ 2,433,400	\$ 2,752,403	\$ 1,909,844
Special events	22,000	-	22,000	51,450
Grants from governmental agencies	3,160,599	-	3,160,599	2,412,056
Other grants and fees	233,261	-	233,261	1,089,985
Miscellaneous	-	253,540	253,540	199,573
Donations, in-kind	-	-	-	81,816
Net assets released from restrictions:				
Satisfaction of time restrictions	283,560	(283,560)	-	-
Satisfaction of program and purpose restrictions	2,686,940	(2,686,940)	-	-
Total Revenues and Other Support	6,705,363	(283,560)	6,421,803	5,744,724
Expenses (Functional)				
Program services	6,037,456	-	6,037,456	5,101,540
Management and general	596,656	-	596,656	504,166
Fundraising	30,120	-	30,120	25,451
Total Expenses	6,664,232	-	6,664,232	5,631,157
Change in Net Assets	41,131	(283,560)	(242,429)	113,567
Net Assets - Beginning of Year	1,750,310	2,080,809	3,831,119	3,717,550
Net Assets - End of Year	\$ 1,791,441	\$ 1,797,249	\$ 3,588,690	\$ 3,831,117

HISPANIC UNITY OF FLORIDA, INC.
STATEMENT OF CASH FLOWS
FOR THE TWELVE MONTHS ENDED DECEMBER 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	\$ (242,426)	\$ 113,567
Adjustments to reconcile increase (decrease) in net assets to cash provided by operating activities:		
Depreciation	144,493	127,623
Changes in assets and liabilities		
(Increase) decrease in grants receivable	(494,621)	42,101
(Increase) decrease in unconditional promises to give	248,118	811,217
(Increase) decrease in prepaid expenses	21,700	19,616
(Increase) decrease in security deposits and other assets	-	478
Increase (decrease) in accounts payable and accrued expenses	<u>22,864</u>	<u>(86,139)</u>
Total adjustments	<u>(57,446)</u>	<u>914,896</u>
Net Cash Provided by Operating Activities	<u>(299,872)</u>	<u>1,028,463</u>
Cash Flows from Investing Activities		
Acquisition of property and equipment, net of retirements	<u>(44,227)</u>	<u>(128,065)</u>
Net Cash (Used In) Investing Activities	<u>(44,227)</u>	<u>(128,065)</u>
Cash Flows from Financing Activities		
Net Advance (Repayment) of LOC	(458,727)	92,345
Borrowing (Repayment) of mortgage	<u>(17,666)</u>	<u>(16,611)</u>
Net Cash Provided by Financing Activities	<u>(476,393)</u>	<u>75,734</u>
Increase (decrease) in Cash	(820,492)	976,132
Cash - Beginning of Year	<u>2,787,239</u>	<u>1,811,107</u>
Cash - End of Year	<u>\$ 1,966,747</u>	<u>\$ 2,787,239</u>

Cash Detail

As of December 31, 2021

Without Donor Restrictions and With Donor Restrictions Cash:

Bank of America	Operating	38,309	
BB&T	Payroll	76,486	
BB&T	Operating	271,335	
Petty Cash	Imprest	800	
Woodforest	PPP	-	
BB&T	Asset Reserve Fund	244,074	
BB&T	Reserve Fund	<u>129,590</u>	760,594 Without Donor Restrictions
BB&T - Money Market	Opportunity Fund	510,102	
BB&T - Money Market	Grantor Funding	<u>696,051</u>	1,206,153 With Donor Restrictions

\$ 1,966,747 TOTAL CASH

HISPANIC UNITY OF FLORIDA, INC.							
STATEMENT OF ACTIVITIES - TOTAL							
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 2021							
	Month Actual	Month Budget	Over (Under)	Year to Date Actual	Year to Date Budget	Over (Under)	
Revenues							
Donations - UNR	\$ 91,753	\$ 18,809	\$ 72,944	\$ 319,003	\$ 225,700	\$ 93,303	Ansin Foundation \$15K; Padron Family Found \$10K; Third Federal Foundation \$50K; Regions Bank \$2.5K; Annual Campaign \$9.3K; All Others \$5K
Donations - TR	391,805	27,124	364,681	2,433,400	1,143,000	1,290,400	
Satisfaction of Restrictions	(264,426)	153,104	(417,530)	283,559	1,534,208	(1,250,649)	
Fundraising Events	-	1,667	(1,667)	22,000	20,000	2,000	
Grant Income	435,354	316,843	118,511	3,393,860	3,831,064	(437,204)	Program billing was down as revenues were based on the original approved budgets. CWF (\$111K) - VITA \$36K - PB \$118K - EDUC (\$505K) - CITZ \$25K = TOTAL (\$437K). Meeting the full contracts was not expected and offset in expense area to account for the projected difference due to COVID..
Interest Income	11	299	(288)	4,557	3,588	969	Includes a dividend from Amtrust for \$3.6K; otherwise, rates are extremely low 0.01% on Money Market Funds
Rental Income	4,437	4,383	54	52,595	52,595	0	
Voluntary Pre-K	1,818	1,833	(15)	7,875	22,000	(14,125)	
Fees & Miscell Income	42,388	12,000	30,388	188,513	144,000	44,513	ADMIN: Received: rebate for \$17K on Unempl Tax, \$2K rebate FLBlue, \$8K Chase Cash Rewards. Civic Engagement fees under (\$8K) and VPK Tution under (3K), Ehome Fees not budget for \$3.5K.
Total Revenues	703,140	536,062	167,078	6,705,362	6,976,155	(270,793)	
Expenses							
Salaries and benefits	457,297	427,538	29,759	4,841,831	5,135,019	(293,188)	Underage offsetting revenues.
Advertising	3,751	976	2,775	17,577	11,709	5,868	
Bank service charges	1,091	825	266	16,770	9,900	6,870	
Building repairs/maint	19,540	19,186	354	203,849	230,229	(26,380)	
Depreciation	10,819	11,844	(1,025)	143,396	142,100	1,296	
Dues Subscriptions	639	1,455	(816)	21,923	17,450	4,473	
Information Technology	8,786	13,813	(5,027)	104,381	165,202	(60,821)	Underage offsetting revenues.
Insurance	5,550	4,665	885	61,791	55,983	5,808	
Interest expense	4,090	4,813	(723)	54,992	57,752	(2,760)	
Licenses and permits	132	113	19	2,744	1,350	1,394	
Mileage reimbursement	620	2,357	(1,737)	7,232	29,084	(21,852)	
Miscellaneous	(4)	(24)	20	250	1	249	
Office expense	3,397	3,701	(304)	44,352	44,407	(55)	
Postage and shipping	179	610	(431)	3,765	7,306	(3,541)	
Printing	5,170	4,577	593	43,930	54,010	(10,080)	
Professional fees	24,856	18,547	6,309	346,104	226,867	119,237	Over budget includes: \$62K in Moran Research Budget which was covered by grant but unbudgeted grant not received until 2021, \$40K in Recruitment Expense not budgeted, \$10K Underbudgeted for Hands on Broward.
Program expenses	62,538	51,701	10,837	515,970	580,288	(64,318)	Underage offsetting revenues.
Public relations	4,851	292	4,559	7,333	3,500	3,833	
Rent	2,456	2,555	(99)	37,531	25,414	12,117	Did not budget for summer school rent, but this is covered in revenues as reimbursements.
Staff events/meetings	1,570	833	737	8,236	10,000	(1,764)	
Software	0	0	0	3,737	0	3,737	
Special fundraising events	0	0	580	580	0	580	
Staff training and development	2,118	1,383	735	20,315	21,188	(873)	
Telephone	7,049	2,376	4,673	50,410	27,048	23,362	The budget was prepared before the cost benefit analysis to reflect changes strategically made to better service HUF.
Telephone - Cell/HotSpots	5,236	4,880	356	74,086	57,042	17,044	Over the last year staff has increased and requires remote access either at home or on-site. HotSpots maintain adequate connections.
Utilities	2,687	2,184	503	31,148	26,190	4,958	
<i>Worst Case-Admin Net Effect</i>		0	0				
Total Expenses	634,418	581,200	53,218	6,664,233	6,939,039	(274,806)	
Increase (Decrease) in UNR Assets	\$ 68,722	(\$ 45,138)	\$ 113,860	41,129	\$ 37,116	\$ 4,013	
			Programs	\$ 928,711			
			Support	\$ (887,582)			
			Total	\$ 41,129			

TJMF Actual through December 31, 2021

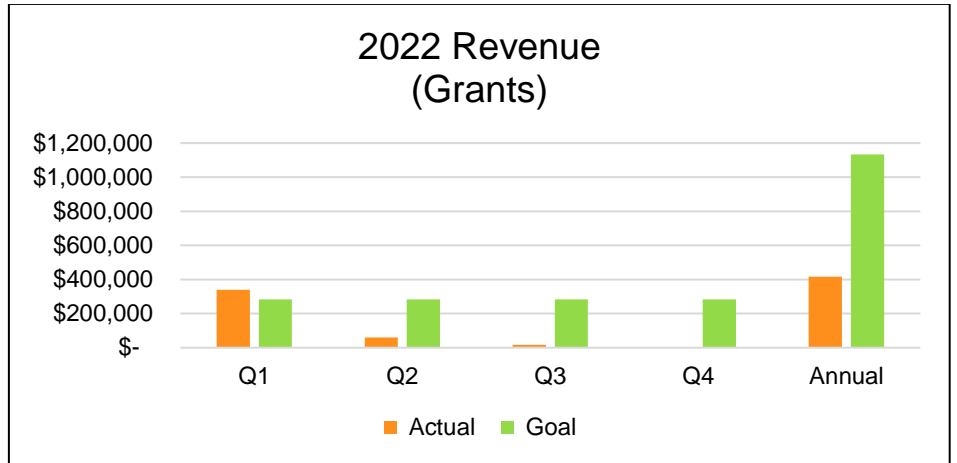
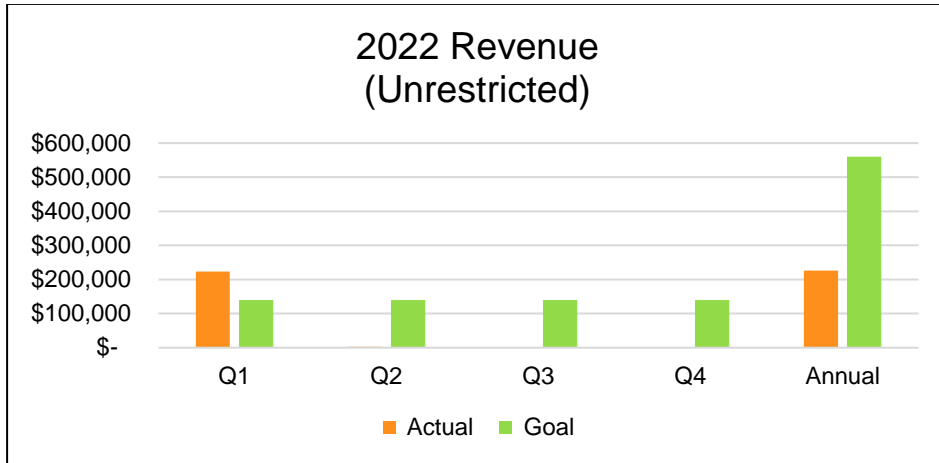
TJMF* Capacity Building & Program Development Reserve Fund (the "Reserve Fund")

	Total To Date	
Citizenship Fundraising Match	\$ 25,000	
The Non-Profit Assistance Center	\$ 90,240	CPA - Finance Area
Incremental Salaries	\$ 125,000	Incremental Salary Increases through December 31, 2021
Incremental Salaries--Felipe	\$ 10,000	Incremental Salary Increases through December 31, 2021
Incremental Salaries--Andres	\$ 79,200	Incremental Salary Increases through December 31, 2021
Salary & Benefits--Miriam Serrano Front Desk	\$ 9,814	Salary for additional support at reception area
National Executive before 2021	\$ 10,084	Recruitor - Director Marketing, Assoc Director, CFO - Finance
National Executive VPP	\$ 5,673	VPP
Missing Link	\$ 12,825	Consultant - Human Resources
Other Spending	\$ 1,995	Other Spending
	\$ 369,830	Actual Through December 31, 2021
	\$ 130,170	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	\$ 0	Remaining Commitment 2021
2021 Salaries - ED	\$ (0)	Remaining Commitment 2021
2021 Salaries - New VPP	\$ 4,133	Remaining Commitment 2021
Remaining 2021 Commitment	\$ 4,460	
Remaining Commitment Beginning Balance 2021	\$ 137,519	
Miriam Serrano	\$ 9,814	Salary for additional support at reception area
2021 Purchases	\$ 1,995	Dale Carnegie Training
Total 2021 Commitment remaining	\$ 125,710	Remaining Commitment
Total Spent & Committed as of December 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	
The Non-Profit Assistance Center	\$ 90,240	CPA - Finance Area Spent	
Citizenship Fundraising Match	\$ 25,000.00	Spent	
		Recruitor - Director Marketing, Assoc	
National Executive before 2021	\$ 10,084	Director, CFO - Finance	
Executive Search for VP of Programs	\$ 5,673	Spent	
Program Salary Increase 2021 for ED	\$ 10,000	Spent	
Salary & Benefits New Program VP	\$ 79,200	Spent	
Salary & Benefits New Receptionist	\$ 9,814	Spent	
Missing Link and Other Dale Carnegie	\$ 14,820	Consultant - Human Resources	
Spent	\$ 244,830		
	\$ 375,000.00	\$ -	
Remaining Earmarked but not listed	\$ 137,518		
Executive Search for VP of Programs	\$ 327	Board Resolution 12-9-2020 Committed	
Program Salary Increase 2021 for ED	\$ (0)	Board Resolution 12-9-2020 Committed	
Salary & Benefits New Program VP	\$ 4,133	Board Resolution 12-9-2020 Committed	
Miriam Serrano	\$ 9,814	Salary for additional support at reception area	
Salary & Benefits--Carolina Sept 2021 to July 2022	\$ -	Salary for Volunteer Florida Match	
Total Commitment remaining	\$ 130,170		
\$125,000 capacity building	125,000		
Remaining 2021 Commitment		0 Committed Salaries not yet spent	
Incremental Salaries	\$ 125,000	Incremental Salary Increases Spent	
	\$ 125,000		
		Uncommitted Balance	
Balance	\$500,000	500,000	0

Fund Development Scorecard



Unrestricted			Temporarily Restricted (Grants)		
	Actual	Goal		Actual	Goal
Q1	\$223,425	\$140,000	Q1	\$340,506	\$283,250
Q2	\$2,947	\$140,000	Q2	\$60,000	\$283,250
Q3		\$140,000	Q3	\$16,304	\$283,250
Q4		\$140,000	Q4	\$-	\$283,250
Annual	\$226,372	\$560,000	Annual	\$416,810	\$1,133,000

Breakdown of Unrestricted Revenue

Type	2022 BUDGET	2022 ACTUAL	2022 Variance
Annual Campaign	\$17,500	\$2,982	\$(14,518)
Circle of Friends	\$70,000	\$34,773	\$(35,227)
Corporate	\$275,000	\$75,400	\$(199,600)
Corporate (MY)	\$25,000	\$25,000	\$-
Events	\$65,000	\$10,000	\$(55,000)
Major Gifts	\$65,000	\$50,000	\$(15,000)
Major Gifts (MY)	\$40,000	\$25,000	\$(15,000)
Miscellaneous	\$2,500	\$270	\$(2,230)
Total	\$560,000	\$223,425	\$(336,575)

Breakdown of Temporarily Restricted (Grant) Revenue

2022 BUDGET	2022 ACTUAL	2022 Variance
\$ 1,133,000	\$416,810	\$(716,190)

<u>Program</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>Variance</u>
PP&A			
CWF			
Public Benefits			
VITA			
Emerging Entrepreneurs			
FSP			
U4T - MS			
U4T - HS			
Citizenship			
Administrative			



Grant Pipeline			Grants Submitted			Grants Awarded		
Status	(Multiple Items)	▼	Grant/Pitch	(Multiple Item)	▼	Status	Awarded	▼
Grant/Pitch	(Multiple Items)	▼	Status	Submitted	▼	Grant/Pitch	(Multiple Items)	▼
Month	# of Requests	\$ Value of Requests	Month	# of Requests	\$ Values of Requests	Month	# of Awards	\$ Value of Awards
April	3	\$ 120,000	January	1	\$ 15,000	January	3	\$ 151,000
May	6	\$ 397,257	February	6	\$ 240,000	February	2	\$ 10,900
June	8	\$ 338,080	March	7	\$ 1,157,050	March	5	\$ 195,000
July	6	\$ 875,000	April	1	\$ 8,000	Grand Total	10	\$ 356,900
August	7	\$ 112,000	Q4, 2021	4	\$ 80,000			
September	5	\$ 265,000	Grand Total	19	\$ 1,500,050			
October	9	\$ 455,000						
November	6	\$ 87,000						
December	1	\$ 50,000						
TBD	5	\$ 68,500						
Grand Total	56	\$ 2,767,837						

Pitch Pipeline			Pitches Submitted			Pitches Awarded		
Status	(Multiple Items)	▼	Status	Submitted	▼	Status	Awarded	▼
Grant/Pitch	Pitch	▼	Grant/Pitch	Pitch	▼	Grant/Pitch	Pitch	▼
Month	# of Requests	\$ Value of Requests	Month	# of Requests	\$ Value of Requests	Month	# of Awards	\$ Value of Awards
March	1	\$ 5,000	March	4	\$ 286,500	March	1	\$ 15,000
April	7	\$ 53,000	April	2	\$ 10,000	Grand Total	1	\$ 15,000
June	3	\$ 16,500	Grand Total	6	\$ 296,500			
Grand Total	11	\$ 74,500						

Proposed revision to the Bylaws

1. ACTION: The following language is recommended for inclusion in the HUF ByLaws, "Article IV: Board of Directors":
 - a. **"Diversified Membership: the membership of the board of directors should be fully reflective of the community it serves."**

[Background: This broadly addresses equity and inclusiveness. We may also want to add language that constitutes a statement on diversity, for example: Statement on Diversity: HUF recognizes the value of diversity in its organization and leadership and shall endeavor, when considering nominations and eligibility for board membership, to reflect the community served by the organization with regard to gender, age, religion, and ethnicity through ongoing assessment of the communities served.]
 - b. **"Personal nature of board membership: Membership on the board of directors is the personal membership of the individual and not of a corporation or entity that employes the individual."**

[Background: This addresses an issue that occasionally arises when a board member changes occupation or employment, and the hiring entity has sought a replacement to represent them on the board.]

BoardLead 2022 – Process and Timeline

- HUF applied to participate in the program – March 4
- Meeting with Lisa Wittig, BoardLead Program Specialist – March 24
 - Felipe Pinzon and Felina Furer participated in the interview
 - This year’s candidates will come from the following three companies:
 - Comcast
 - Mastercard
 - JP Morgan/Chase
 - **Felipe reiterated our main priorities:**
 - Skill sets:
 - Human Resources
 - IT
 - Finance/Accounting
 - Demographics
 - African Caribbean
 - African American

Note: In the future, there will be the option of international candidates from a variety of Latin American countries.

- BoardLead will refer candidates to HUF – **May 16**
- HUF will interview candidates – **by June 15**
- 4-month vetting/recruiting process
 - Deadline for selecting any candidates – **September 15**
- BoardLead will provide “governance training” to candidates

2021 BoardLead program outcomes:

- A new BOD member – Lisa Bittar, JP Morgan/Chase
- A new Marketing Committee member – Henry Rojas, COMCAST

**Hispanic Unity of Florida
Board of Directors Meeting Minutes
Tuesday, March 8, 2022**

Call to Order/ Roll Call

Meeting began at 4:00pm.

Chair Welcome & Presentations—Presented by Christina Paradowski

Josie Bacallao, 211 Broward Excellence Award: Christina shared Josie was honored by 211 for all of her work and incredible impact on the community.

Board Retreat: Christina shared the May retreat will be in person. She asked if anyone has a room for the meeting. Elsa, Tony, Jeff, Maria and Maritza offered to look into locations for the meeting.

Wizeline pilot entrepreneurial courses: Christina thanked Francisco Rivera for the upcoming Wizeline pilot entrepreneurial courses for HUF clients.

Mission & Updates—Presented by Andres Connell, Ingrid Ekblad, Otto Valenzuela and Aida Walls

Community Health Navigator Program: We were approached by United Way to have a community mental health worker program. We agreed due to the alarming need for mental health services. Program will start in April.

Housing Program Update: Ingrid Ekblad shared the evolution of the program over the past 7 years Aida Walls shared a success story.

Otto Valenzuela then provided an update on Florida's affordable housing crisis. Otto also gave the history of the Sadowski Housing Trust Fund which

Finance Committee—Presented by Virginia Cielo

Chief Financial Officer Update: Albert Montes will start on March 28th. He has 20 years + of CPA experience. Virginia Cielo, thanked Arnold Nazur and Lisette Rodriguez for helping with the recruitment process.

Marketing—Presented by Kathy Gallego and Felipe Pinzon

State of Hispanic and Immigrant Broward Update: We had a press conference and a fireside chat on February 22, 2022. Many media outlets attended along with elected officials. Many articles were written on the report. The report can be accessed on the HUF website. The Marketing committee will be working on a communication plan for the report. Felipe shared that The Jim Moran Foundation made this report possible with their support. We look forward to partnering with the private sector as well, to further aid in inequities.

Consent Agenda—Presented by Christina Paradowski

Motion

Lesli Franco motioned to accept the consent agenda. A second was made by Tony Abbate. Motion passed.

Executive Session

Adjourn

At 5:02pm.

Hispanic Unity of Florida
Finance Committee Minutes
March 17, 2022

Attended Via Zoom: 5 Members Present: Lisette Rodriguez, Chuck Tatelbaum, Christina Paradowski, Rodney Bacher, Myrna Monserrat

4 Members Excused: Emma Pfister, Arnold Nazur (gave his proxy to Rodney), Scott Karlen and Alejandro Alvarez Loscher

6 Non-Voting Members Present: Andres Connell, Felipe Pinzon, Felina Rosales-Furer, Virginia Cielo, Juliana Esguerra and Shani Wilson

Open the Meeting

By Lisette Rodriguez at 8:31am

**Approval of January 2022 Meeting Minutes
Motion**

Rodney Bacher motioned to approve the January 2022 minutes. A second was made by Chuck Tatelbaum. Motion passed.

Chief Financial Officer Update

Unfortunately, Albert Montes, who accepted the position a few weeks ago, will not join Hispanic Unity. He accepted another job with a higher salary. HUF will continue to work with ECS on the hiring process.

Chuck Tatelbaum recommended reaching out to SCORE for a hire or temporary individual as interim.

Programs Update. Presented by Andres Connell.

- a) **January 2022 Dashboard:** The dashboard provides a great snapshot so we can have the tools to make decisions and understand where our programs stand. This dashboard will continue to be shared with this committee and the board on a monthly basis.

- b) **Unity4Kids:** Andres shared:
 - a. the preschool center continues to experience financial challenges,
 - b. the organization plans to apply for a few grant opportunities, increase – slightly – the weekly tuition fees and increase the number of children to be served in the summer – from 12 to 20 – to partially address the financial loss, and
 - c. the Bezos Academy has approached HUF to partner. Andres will assess and this request and determine next steps.

Fund Development Update. Presented by Shani Wilson.

HUF's budget for 2022 is \$8.3 million. This year, we are tasked with raising more than \$1.7 million, including \$560,000 in unrestricted funds and \$1.3 million restricted or grant funding. This total amount to raise is \$200,000 higher than last year.

With respect to our \$560K unrestricted revenue goal, HUF has been able to carry forward \$117K from last year. In addition, we have brought in \$97K new dollars since the beginning of the year. We have \$365K more dollars to raise to reach our goal.

To this end, HUF recently launched our campaign celebrating our 40th anniversary to solicit unrestricted dollars from individuals.

With respect to our \$1.3 million grant revenue goal, HUF has secured \$290,506 since the beginning of the year. For reference, we secured \$129,500 by the end of Q1 in last year. We are waiting to hear from 19 funders that we submitted \$1.3 million in proposals to. Five funders with requests totaling \$105K from Q4, 2021, and 16 funders with requests totaling \$1,269,550 from Q1, 2022.

Q1, 2022 proposals - These include five proposals exceeding \$100K each, such as our United Way proposals for VITA (\$243K) and CWF (\$339K). Excluding these outliers, our average grant request is just over \$23K. In addition, we have four more proposals to be submitted worth \$230,000 through the end of this month. For Q2, we have identified more than \$500K worth of grant opportunities from 15 funders.

As a reminder, we are planning for a *mission* campaign. The goal is to expand our capacity and programs through recruitment and retention of staff, technology and operational infrastructure. HUF's target contributors are foundations, and we are working to incorporate the findings and related opportunities from our recently released *State of Immigrant and Hispanic Broward* into our appeal.

Financial Statements: November 2021. Presented by Virginia Cielo.

Motion

Chuck Tatelbaum motioned to approve the November 2021 financial statements. A second was made by Myrna Monserrat. Motion passed.

2021 Audited Financial Statements---Presented by Virginia Cielo

Met with our auditing firm, Andrew Fierman. He gave us a new schedule to meet the May 31st deadline for financial statements. We will have to have our internal schedules completed by April 9th. We will work with another consulting firm – Waters and Ortiz – to add capacity for our financial statements. We will need to request an extension from several of our funders (20) in order to complete statement correctly. Felipe shared we may have a short additional board meeting on May 24th to review the audited financials verse at the April meeting or board retreat. We can ask for extension for June 15th or 30th but try to meet May 31st deadline.

Close of Meeting

Meeting ended at 9:39am

Hispanic Unity of Florida
Public Policy & Advocacy
Committee Meeting
MINUTES
Friday, April 1, 2022

Present: Carolina Cardozo, Dr. Jeff Nasse, Robby Holroyd, Dan Schevis, Dick Blattner, Dr. Maria Bernard, Megan Turetsky
Otto Valenzuela, Andres Connell, Felipe Pinzon and Felina Rosales-Furer

Excused: Christina Paradowski

Roll Call

Began at 9:00am

Approve March 2022 Minutes—Presented by Otto Valenzuela

Motion

Megan Turetsky motioned to accept the March minutes. A second was made by Dr. Maria Bernal. Motion passed.

Florida Legislative Session Wrap Up & Impact on HUF and the Community ---Presented by Otto Valenzuela

There will be a special session coming up to cover redistricting. Overall, there was no positive results on the items HUF had as a priority at the beginning of Session. No result yet on KidCare but hopes that next session there will be positive expansion and action. Working Floridian tax rebate had no result nor the Native Language Assessment bill. Unfortunately, Rep. Plascencia has retired and that will require a new sponsor for that bill. Early learning received an increase in dollars.

There was one small win and that was the requirement that Florida's Agency for Health Care Administration (AHCA) to report on Medicaid managed care quality performance measures disaggregated by race, ethnicity, primary language, sex, and disability.

Robby Holroyd shared, there has been no results but progress from significant interest in the next speaker, Rep. Renner for KidCare. Funding for affordable housing was raided, yet there was an increase was put into Sadowski Trust. Medicaid is gearing up for an upgrade.

The Anti-Immigrant bill passed to be in effect July 1st. We are looking into with UnidosUS to see the community impact and impact on HUF's clients. Provision 1 is currently being reviewed by the courts. There is a forced provision that law enforcement has to go into partnership with ICE. The common carrier provision is to not allow people from the border to be resettled in Florida. The definition of "alien" is up for interpretation. This all may be settled in the courts in the end.

HB 6, "Stop Woke Act" to stop critical racial theory training. We hope that this legislation will not affect equity discussions.

The repeal of Title 42 by the Biden Administration which would allow those attempting to enter the US for health-related issues. HUF currently is taking a neutral position on this topic and not signing onto letters or making any comments as this is a highly politically charged issue. Robby shared that if this will be better for those that we serve, then HUF should sign on. Keep the focus on what is good for our clients and focus on the facts. Carolina said if it impacts our clients then we need to act and continue being bipartisan. Andres Connell shared there is a huge influx of Haitian, Dominican and 46k Cubans just arriving to Florida. These are the people who we serve, it does impact our programmatic delivery. Dan Schevis shared we do not need to be disagreeable and be positive in supportive. We need to be strong and respected. Important to stand for those that do not have a voice and take a position. Dr. Nasse says we must take a position to repeal Title 42, we cannot keep the emergency provision and we need immigration reform. When this is repealed, this will apply to TPS and refugee's too. Commissioner Dick Blattner shared we need to share to the Feds their decisions impact organizations at the local level such as ourselves and we need funding to support the changes.

Megan Turetsky shared on the Juvenile Detention bill, this year it passed the legislature. We are hoping in the future the Governor will sign the bill into effect.

HUF's PP&A Activities Update—Presented by Otto Valenzuela

Continues our outreach to elected officials. We hosted Congresswoman Sheila McCormick and presented HUF's programs,

The Broward Hispanic/Immigrant Study, and there is potential for appropriations.

Felipe Pinzon and Otto Valenzuela went to DC last week for the UnidosUS Changemakers Summit to connect with our partners. Otto participated in a panel discussion on HUF's efforts in public policy and advocacy and spoke about how other smaller Affiliates can start engaging in advocacy. Felipe was invited to meet Secretary of Treasury Yulen. VITA funding is coming up again and working with the National United Way and Prosperity Now for more funding. No Kid Hungry, is a Public Charge issue Ingrid Ekblad was invited to discuss on a panel, how HUF is combating childhood hunger.

Carolina asked how is HUF viewed on a national level? It was shared that for a nonprofit we are ahead of the game and doing very well but still have much room to grow and potential. Having this committee is something we are doing that most do not have.

Dr. Nasse asked about the Dream Act. Andres Connell shared that at his conference in New Mexico it seems stalled until after 2022 elections to see who is in control of the House and Senate.

Committee Recruitment/Potential New Members---Presented by Otto Valenzuela

There is a new policy person at United Way, Nazbi Chawdhury, can we extend an invitation for him to join? Dan shared important to bring on partners that we mutually benefit. Andres shared we may want to extend an invitation to Urban League especially after our recent report.

Perhaps inviting someone from the Broward School Board to join this committee as well.

Carolina and Dan will reach out to the United Way policy individual to invite him to this committee. Otto will make the introduction and move forward. As well as Emma Jean Etienne from Urban League. Carolina asked for a bio on the recruits prior to them making the calls.

Maria brought up the affordable housing crisis and has there been an update. Andres shared Felipe has been invited to a Housing Affordability Summit in May to speak. Otto will share the invitation to all on the committee.

Andres shared HUF may need to get a rental counselor to help clients.

Other Business/Updates

Adjourn

At 9:55am

Next Meeting: Friday, May 13, 2022 @9am

Hispanic Unity of Florida
Marketing Committee MINUTES
Thursday, March 10, 2022

Present: Ana Arguello, Eduardo Bello, Boris Espinoza, Kathy Gallego, Christina Paradowski, Francisco Rivera, Lucia Rodriguez and Shani Wilson

Excused: Chris Dongo, Lesli Cartaya-Franco and Maguana Jean

Call to Order/ Roll Call

Began at 9:00am

Transition Plan—Presented by Kathy Gallego

- a) Update on Transition Plan by Kathy. HUF continues to support the CEO's campaign through email, social media, and traditional channels. The content and tactics have been created and we can establish that the campaign is completed. January and February videos and emails were distributed, and Felipe's last video launched in March through an eblast. We'll continue to support Felipe with media placements.

The State of Hispanic & Immigrant Broward Report

- a) Kathy presented background information on the Communications Plan for *The State of Hispanic & Immigrant Broward* Report. Kathy and Felipe Pinzon's presentations have now been combined showing Purpose, Data & Key Findings, Demographics, and other relevant information. Details and background on the launch event were also provided.
- b) Lesli Cartaya-Franco and Kathy discussed mapping out a Communications Plan, similar to the Transition Plan, by quarters, as opposed of phases -- and targeting the private sector, community, funders, media, etc for the report. We'll need to determine how to make use of the research to the fullest potential, and most importantly, how to extract information and present it consistently in *layman's terms* so it can be used in everyday conversations.
- c) Felipe mentioned that the presentation prepared with key finding and specific talking points will be presented to the committee so that it can be shared. Felipe's document can be used and shared but needs to be made easy to use by everyone across the board to align messaging in simple words.
- d) Felipe also shared that The Greater Ft. Lauderdale Alliance and its Prosperity Partnership has a pillar called Racial Equity & Social Justice. After presenting the findings, they decided to invest in the Report. He mentioned we can hire a PR firm to promote the messaging within CEOs and the private sector.
- e) Kathy shared other opportunities to explore, such as creating scripted videos. In the Communications Plan, she will add a section on how to tackle this initiative. She also indicated that we've seen Report interest and "shares" on social media, and the momentum needs to continue. She added that this is a great opportunity to place HUF as pioneers with data. Shani Wilson suggested to be mindful when sharing the numbers "to use social math," to help people better understand the impact.

- f) Leslie and Kathy will link people together to work on specifics. Follow-ups will be shared with the team every two weeks.
- g) Kathy added that we have a solid process and will be sharing the Plan in its entirety by April. She thanks the committee for engaging on social channels and invited everyone to continue to like, share, comment on social posts. She also reported that the Instagram account is up to almost 2,000 followers organically in 2 ½ (without investment). And she mentioned that the eblast for the Research had the best opening rate to date of any material with 31%.
- h) Kathy clarified that the Report will not be made available in Spanish, but a decision has been reached to publish an Introduction and Executive Summary in Spanish to make it available to clients.
- i) Eduardo Bello highlighted key areas:
 1. Present the results/data for everyone to know.
 2. What are we going to do at HUF. How are we going to take this information and communicate it and take this info and improve the lives of our clients with these tools. We'll use it as part of our strategy, but we need to communicate. Great opportunity since we have data to back it up.
 3. Messaging on preconception of Hispanic community – positive and negative – communicate pre-conceptions on our segment of the population that may be wrong: AP exams higher for Hispanics than white. Housing loan approval rates, where Hispanics perform the lowest.
- j) Kathy suggested keeping campaign consistent and making it a more interactive campaign through graphs, images, that “debunk preconceived notions,” as Shani suggested.
- k) Lucia Rodriguez agrees with the Plan and Eduardo’s comments. As board members, she said, we can take it to a place where we can use this to raise funds.
- l) Kathy mentioned we can build messaging around the 40th pitch, providing an intro to that conversation, while keeping messaging consistent and clear.
- m) Shani suggested to figure out exactly what is the pitch when asking for support. HUF is looking to make investments in several areas (salary increases, staff retention, CRM) and making improvements in processes and operations. Looking to do this through a mission campaign targeting foundations. We’re in a quite phase until we get to 75% of goal and intend to go public.
- n) She also added that the Report provides opportunity and data to say there’s much to be done. These figures reiterate the sense of urgency to reignite support. We’re in a timeframe where people are interested in equity and inclusion efforts. This is one way for people to get educated. We want to have meaningful conversations. And she suggested we’d need to figure out and laser focus on priorities rather than scattering attention and efforts. Reminding folks, it’s a long-term process. Takeaways inform policy what it means why it matters, no rush. This is going to be a deliberate journey.

Kathy reiterated the importance to pull information apart and prioritize the who, what, where, why.

Adjourn

At 9:45am

Next Meeting: Thursday, April 14, 2022 @9am

**Governance Committee Meeting
MINUTES
Friday, March 4, 2022**

Attendance: Angie Stone, Maritza Alvarez, Anthony Abbate, Maria Elena Ferrer, Maria Barnard, Melida Akiti, Felipe Pinzon and Felina Furer

Excused: Christina Paradowski and Steve Sampier

Call to Order/Roll Call

Meeting began at 9:03 AM

Approval of January 2021 Minutes

Motion to approve the minutes by Maritza Alvarez. A second was made by Angie Stone. Motion passed.

Bylaws

1. BOD approved revisions: Tony Abbate shared that the updated Bylaws were approved at the board meeting in February.

2. ACTION: The following language is recommended for inclusion in the HUF ByLaws, "Article IV: Board of Directors":
 - a. **"Diversified Membership: the membership of the board of directors should be fully reflective of the community it serves."**
[Background: This broadly addresses equity and inclusiveness. We may also want to add language that constitutes a statement on diversity, for example: Statement on Diversity: HUF recognizes the value of diversity in its organization and leadership and shall endeavor, when considering nominations and eligibility for board membership, to reflect the community served by the organization with regard to gender, age, religion, and ethnicity through ongoing assessment of the communities served.]

 - b. **"Personal nature of board membership: Membership on the board of directors is the personal membership of the individual and not of a corporation or entity that employes the individual."**
[Background: This addresses an issue that occasionally arises when a board member changes occupation or employment, and the hiring entity has sought a replacement to represent them on the board.]

Motion to revise the Bylaws by Melida Akiti. Second was made by Maria Elena Ferrer. Motion passed.

Recruitment & Development

1. 2022 BoardLead application: HUF will participate in the 2022 program. The three corporations participating in this year's program are: Comcast, Mastercard and JP Morgan/Chase. Felipe Pinzon will provide an update at the next Governance Committee meeting.
2. Additional criteria to fill open board slot:
 - a. Skill set: technology, HR and/or Finance
 - b. Race and ethnicity: African Caribbean/African American
3. Assign a Mentor to New Board Members:
 - a. Committee agreed that mentorship must be based on the needs of the new board member.
 - b. Melida Akiti suggested to create guidelines as to what it means to be a mentor.
 - c. Committee also agreed to ask new members if they need a mentor at board member orientation.
 - d. Staff will report at next committee meeting the status of new board members and assigned mentors

Board Class Dates

1. Board Chair, Christina Paradowski's second term ends in 2022. Tony Abbate will meet with Chritina to discuss her plans for 2023 (second year as a Chair or Past Chair)

Board Meetings, 12-month Attendance Report

1. Committee reviewed a Board Meeting attendance report and discussed the need to meet with a few board members who have missed several meetings in the last 12 months. Committee agreed to have the board chair meet with them.

Other Business

Next Meeting: Friday, April 1, 2022 @ 9am

**Governance Committee Meeting
MINUTES
Friday, April 1, 2022**

Attendance: Angie Stone, Maritza Alvarez, Anthony Abbate, Maria Barnard, Christina Paradowski, Maria Elena Ferrer, Felipe Pinzon and Felina Furer

Excused: Melida Akiti

Call to Order/ Roll Call

Began at 9:00 AM

Steve Sampier resigned from the Governance committee. Felipe Pinzon shared Steve's request to continue receiving invites to committee meetings. The Committee agreed to allow as Steve is an Emeritus board member.

Approval of March 2022 Minutes

Motion to approve the March minutes by Maritza Alvarez. A second was made by Maria Elena Ferrer. Motion passed.

Bylaws

- a) DEI Suggested Language: Christina Paradowski shared this section will be presented to the board in April. Further discussion and vote will be at the May retreat.

Recruitment & Development

- a) 2022 BoardLead update: Felipe Pinzon shared HUF applied to be participate in the program once again and a[plication was accepted. Felipe shared the timeline and next steps. Candidates will be referred by May 16th and decisions must be made by September 15th.
- b) Mentors assigned to Board Members: Lisette Rodriguez will be matched with Christina Paradowski. Ana Arguello will be mentored by Angie Stone. Elsa Bittar and Boris Espinoza still need mentors.
 - a. Angie, Maritza and Maria agreed to run taskforce to create a BOD mentorship program

Board Class Dates--2022

Christina Paradowski terms out at the end of 2022, however, she agreed to continue as Board Chair in 2023 and Past Chair in 2024. John Guerrero and Lucia Rodriguez also term out in 2022.

Christina will continue to Chair another year through 2023. Tony Abbate will become Chair in 2024. There will be a vacancy in 2023 "Past Chair" as John is off the board in 2022. Christina will reach out to Lucia Rodriguez and John Guerrero to fill in the "Past Chair" position in 2023.

Board Meetings, 12-month Attendance Report

There are 2 board members who have missed several meetings (unexcused). Christina will reach out to find out what's going on and how we can help.

Next Meeting: Friday, May 6, 2022 @9am