

September 23, 2024

On behalf of the Board of Directors, I am happy to share the following highlights from the September 23, 2024 meeting of the Board of Directors of Southern Arizona. This was a hybrid meeting and was conducted both in person and by Zoom. As per our bylaws, we did have a quorum to conduct business.

Pamela Traficanti
Board Secretary

Present in person: Terry Flores, Sheila Kressler Crowley, Kabrina Lee, Bella Duncan, Anne McLain Whipple, Lynn Borders, Pamela Traficanti, Nicholle, Zarkower, Carly Kaplan,

Present via Zoom: Maggie Shafer, Michelle Saint Hilarie, , Melissa Arroyo, Melissa López, Mya Gonzales, Arcianna Jimenez, Elaine Becherer, Tanisha Price Johnson, Karen Riddle,

Staff present via Zoom: Kristen Hernandez, Melissa Tomlinson, MacGyver Tank, Niki Hoffman, Elizabeth Locke Thomas, Timalee Nevels

Teresita Flores, Chair convened the meeting 5:05pm

Mission Moment:

CEO Kristen Hernandez shared about our 2024 Girl Scouts Takeover program. We have 19 girls and community leaders partnered up in 3 counties throughout this week. We will be able to share out photos and media on International Day of the Girl next month.

CEO Update

Kristen Hernandez, CEO

Kristen shared a brief update with the following highlights which also serve as an update to her goals for the year:

We have a robust fall program schedule:

- LeadHERship was this weekend, with our teens having a special weekend just for them at Camp Whispering Pines.
- Volunteer Summit is the first weekend in October with a sellout crowd.
- There is a special National Council Session on October 19th to have a membership vote regarding a GSUSA National Board proposal to increase membership dues.
- Over the Edge is November 8th, we need assistance in sharing the event so we can end the calendar year with a bang.
- We closing the Membership Year strongly, with big successes in volunteer culture and in particular in the training area. We will not hit our Membership target, and teams are actively engaged planning in how we can grow responsibly.

CFO Report

Melissa Tomlinson, CFO

Melissa Tomlinson, Consulting CFO, reviewed the key elements from the financials of end of month August 2024. These documents were thoroughly reviewed and approved by the Finance Committee last week.

For the month of August:

Financials came in a bit better than we expected, however, we do have an unfavorable variance in revenue. Program has come in under where we would like to have it. We have made adjustments going forward. We were expecting a large contribution before the end of the year and it has not yet come in, and may not before the fiscal year ends. The other large variance, positive in this instance, is in investments. We have been working on decreasing expenditures to tighten the variance before the end of the year.

Year to date:

Total revenue is just under 3.2m or (14%) under budget. As we've previously discussed, the cost of goods sold and the incentives that drove the Cookie Sale brought our net sale under the budgeted projection. We continue to discuss camp attendance and make adjustments. We have not seen this revenue line return to pre-pandemic performance. Contributions would have been right at our budgeted number, had that gift we just discussed come in on the time frame we were expecting.

In terms of expenses, we are within 7% of our budgeted expenses. We have been in discussions on this and are implementing some tools to assist the team with monitoring.

Motion: Motion to approve the August 2024 financials as put forward by the Finance Committee. Motion by Nicholle Zarkower/Second by Lynn Borders **Motion Passes**

FY2025 Budget**Melissa Tomlinson, CFO**

The budget process was robust and interactive as we utilized a new software. Management across levels were included in the process. We are implementing a price increase for cookies this year and have budgeted for an increase of 200 girls participating in the product program. We are presenting a balanced budget above the line and continue to work toward funding depreciation.

Question: Does the potential dues increase by GSUSA have a potential impact on this 2025 FY budget?

Answer: If approved, it would not go into effect with new dues until the 2026 FY budget. Where it does come into play potentially is with 'Early Bird Registration' in the spring of 2025. We have heard from many of our members that they will not be re-registering troop members in the spring at a higher cost, without knowing for sure that the girls will be continuing in the fall at the change of the membership year.

Motion: Motion to approve the 2025 FY budget as put forward by the Finance Committee. Motion by Pamela Traficanti/Second by Anne McLain Whipple **Motion Passes**

Annual CEO Review**Terry Flores, Board Chair**

The Executive Committee discussed the format and cadence of the CEO annual review. Thus far in her tenure, the process has been a yearly 360 review with all staff, board and membership having a voice. Terry would like to entertain a discussion of moving that full 360 cadence to every other year and on the off year, utilize a similar process but with just Board participating.

Question: What are the structured opportunities for staff to bring concerns forward about the CEO or otherwise?

Answer: Our HR Consultant has a quarterly 1:1 with all full time staff to check in about a variety of topics to include culture, tools, needs, concerns.

Question: When is Terry's term up and do our Bylaws provide any sort of mechanism for continuity?

Answer: Terry terms off as Board Chair in April of 2025, but continues on in an ex officio, non-voting manner for another year.

Terry invited Directors to ponder the matter, and provide any feedback to Terry who will compile the feedback for a decision at the next meeting.

Fund Development**Niki Hoffman, CDCO**

Niki shared a comprehensive review of the Fund Development department, including who is on the team, how they structure their goals, status of the goals for the year in each category as well as a breakdown of those categories. She also provided a breakdown of our events and the results from each.

Consent agenda-

Motion to accept the consent agenda, which includes the dashboard, agenda and draft minutes from August 26, 2024. Motion by Lynn Borders / Second by Pamela Traficanti.

Motion Passes

The meeting was adjourned at 6:19pm