

**Santa Fe Springs Chamber/League Youth Enrichment Fund  
YEF Board Meeting Minutes  
August 12, 2020**

The Santa Fe Springs Chamber/League Youth Enrichment Fund Board of Directors met on August 12, 2020, 1:00pm, via a Zoom conference call due to COVID-19 restrictions.

**Call to Order:**

The Santa Fe Springs Chamber/League Youth Enrichment Fund Board of Directors meeting was called to order by V.P. of the Youth Enrichment Fund Lisa Boyajian at 1:12 pm.

**Present:**

Chamber President Daniel O'Marah (Starbucks)  
Chamber President-Elect Randall Courtney (DDWerks)  
V.P. Public Affairs Jay Sarno (CJ Concrete Construction)  
V.P. Member Services Daniel J. McMillan (Stifel)  
V.P. YEF Lisa Boyajian (Ansa Insurance Services)  
Treasurer Liz Buckingham (Friendly Hills Bank)  
Kathie Fink (CEO, SFS Chamber)  
Directors:  
Debbie Baker (Simpson Advertising, Inc.)  
Ray Cruz (City Manager, City of SFS)  
Mike Foley (Cushman & Wakefield of California)  
Paul Hesse (Penta Pacific Properties)  
Patricia Kotze (Compliance Training Group)  
Rick Landis (SFS Swap Meet)  
Fred Latham (Retired SFS City Manager)  
Wendy Meador-Kunert (Tangram Interiors)  
Bill Rounds (Councilmember, City of Santa Fe Springs)  
Bill Struett (Triangle Distributing Co.)  
Tom Summerfield (Cascade Pump)  
Sharon Wu (Roquemore, Pringle & Moore)  
Youth Services Coordinator Sue Grana

**Absent:**

Darryl Blunk (Apffels Coffee)  
YEF President Susan Crowell (HealthFirst Medical Group)  
Joanne Klemm (Comet Employment Agency)  
Moshe Sassover (Golden Springs Development Co.)  
Mickey Shubin (Serv-Wel Disposal & Recycling)

**Pledge of Allegiance:**

Mayor Bill Rounds led the Board in the Pledge of Allegiance.

**Approval of Minutes:**

Lisa Boyajian asked for a motion to approve the meeting minutes of June 10, 2020 which were emailed out and posted on the YEF website.

***A motion to approve the minutes was made by Debbie Baker, seconded by Dan McMillan and passed unanimously. The minutes were approved as presented.***

### **Financial Reports:**

Treasurer Buckingham presented the 2019-2020 preliminary year-end financials which were emailed to all Board Members.

***Lisa Boyajian requested a motion for approval of the 2019-2020 preliminary year-end financials. A motion was made by Daniel O'Marah, seconded by Patricia Kotze and passed unanimously.***

Treasurer Buckingham presented the certification of year-end account balances and copies of the various bank accounts. Board Members were instructed to verify the accounts to the certification letter.

***Lisa Boyajian requested a motion to confirm the cash balance certification letter for the Youth Enrichment Fund. A motion was made by Bill Struett, seconded by Fred Latham and passed unanimously.***

Treasurer Buckingham presented the proposed 2020-2021 budget and explained each line item. Because of the uncertainty going forward in a pandemic environment there was discussion on whether to include Destiny Dinner in the budget, if we will be able to do school programs at all, and whether the expenses were realistic. In the end, the Board agreed on the proposed budget.

***Lisa Boyajian requested a motion to approve the 2020-2021 budget. A motion was made by Dan McMillan, seconded by Debbie Baker and passed unanimously.***

Treasurer Buckingham presented the July 2020 financials.

***Lisa Boyajian requested a motion to approve the July 2020 financials. A motion was made by Dan McMillan, seconded by Patricia Kotze and passed unanimously.***

### **Action Items:**

#### **Review the MOU:**

The YEF Board was presented with the MOU agreement between the YEF and the Chamber which states in the minutes of July 8, 2015, "The YEF will increase its payment to the chamber by \$2,000 per year for five years with the stipulation that the increase is to be reviewed every year as part of the budget process". This was followed up in 2019 by a motion "Fred Latham moved that the MOU be extended an additional 5 years so that the YEF will increase its payment to the chamber by \$2,000 per year with the stipulation that the increase is to be reviewed every year as part of the budget process." The motion was seconded by Wendy Meador and passed unanimously.

The new payment amount of \$44,000 will begin with the 2020-2021 fiscal year.

***Lisa Boyajian requested a motion for approval to increase the MOU to \$44,000 for the 2020-2021 fiscal year. A motion was made by Wendy Meador-Kunert, seconded by Debbie Baker and passed unanimously.***

Chairpersons:

Kathie Fink presented the list of Chairpersons from last year and asked that they be reinstated since they weren't able to complete last year's term due to the COVID-19 restrictions. The following names were submitted:

CHOICES – Trese Childs

Destiny Dinner – Susan Crowell and Patricia Kotze

Mentoring – Mike Foley

Scholarship Committee – Joanne Klemm

Youth Education – Toni Grijalva and Hoda Tanious

***Lisa Boyajian asked for a motion to approve the Chairpersons. A motion was made by Mike Foley, seconded by Debbie Baker and passed unanimously.***

**Committee Briefings:**

Fundraising:

Fred Latham reported that they are reaching out to past sponsors, board members and supporters through personal phone calls and emails to ask for donations. So far the results have yielded \$25,750. Mike Foley added that they were communicating to all sponsors that the YEF has fulfilled their obligations for scholarships and other programs and thus the need for donations. At the same time when asking for donations, they are being very sensitive to the current economy and the hardships that many are facing.

Invitations:

Debbie Baker announced that the invitation was completed and in the process of printing. A copy of the invitation was screen shared so the Board Members could view it.

Video:

Lisa Boyajian reported that she, Darryl Blunk, and staff met with Ivan Gonzalez of IG1 Communications who will be producing the video to explain about the YEF and our goals for the video,

**Adjourn:**

Lisa Boyajian adjourned the Zoom meeting at 2:27 p.m.

Respectfully Submitted,  
Sue Grana, Youth Services Coordinator