



Board of Directors Meeting  
Minutes of March 23, 2023  
CCYS Corporate Office

**Board Members Present:** Chair S. Salvatin; Deacon J. Moreno; Belinda Smith; Judith Waelbrock; Miriam Sammartino, Director-Office of Catholic Charities & Social Concerns

Via Zoom: Emeritus Jimmy Lago,;

Staff Present: John Watkins, Executive Director

The meeting was called to order at 6:40 by Chair Salvatin

**Prayer & Reflection:** The prayer and reflection was led by Sean Salvatin

**Review and Approval of Minutes:** The minutes of January 26, and February 23, 2023 were reviewed and a motion was made by J. Waelbrock to approve the minutes as submitted, the motion was seconded by Deacon Juan. The motion and was passed unanimously.

## **BOARD BUSINESS**

- a. **Chair Report:** S. Salvatin reported that the Lenten Holy Hour with Mensa Christi and the Board of Catholic Charities went well and Father Jaron made special reference to Catholic Charities. He also reported on Mensa Christi Ministry and their work feeding the homeless. The take food to the homeless three times a week and on the second Saturday of each month. They serve 580 meals each time. This is all supported by volunteers and through donations.
- b. **Membership:** It was reported that Deacon Casey is still awaiting the Bishops approval for appointment to the Board. There are two other possible candidates Father Jonathan Molina of Holy Rosary in Woodland and Father Ray Bersabal of St Francis of Assisi in Sacramento.  
  
J. Watkins and B. Smith will be following up with Alan Price in the next week.
- c. **Finance Committee:** B. Smith reported that the Finance Committee had met earlier in the day and reviewed and discussed a draft scope of work (SOW) with anticipation of adopting a scope of work for the Committee. They hope to finalize the SOW at their next meeting. They also established regular meeting dates, the third Wednesday of the month at 10:00. J. Watkins provided a draft FY 23/24 budget to the Committee for review and comment. The Committee asked for some clarification and made suggestions to make the budget easier to understand.
- d. **Fundraising Committee:** J. Lago reported that the Committee had met and they decided to take a “bite-size” approach to development and would be looking at amending the existing Development Plan. They anticipate starting their fund raising efforts in Yolo County since we don’t, at this time; have much of a donor base. S. Salvatin asked that a copy of the Development Plan be sent to the Committee. The Committee members are J. Lago, J. Waelbrock, M. Nguyen, S. Salvatin, and S. Nguyen (volunteer). They will work with the Development Director J. Gonsalves Jr.

At this time there was also a suggestion that the Board meet every other month with Committees meetings occurring in between, it is a possibility, but needs further discussion.

### **Executive Director's Report:**

**Concerns** Executive Director J. Watkins reported that the single audit was not yet completed and staff continues to provide information to the accountant. He explained that CCYS was subject to a single audit because it received met the threshold of receiving \$750,000 in federal funds. He does not expect the single audit to be done until May or June.

The demand from the County for repayment of Emergency Rental Assistance Program (ERAP) funds has not yet been paid, and J. Watkins wants to wait until after the single audit is completed to do so. B. Smith raised a concern about going into the next fiscal year with the demand. She also voice concern that since the single audit has already revealed we need to reimburse the County additional funds, we shouldn't combine the two issues. Discussion followed and it was decided that John would consult with CCYS auditor for an opinion.

J. Watkins also reported that CCYS will be entering into a contact with Creating Answers and full service accounting firm. The contract will include payroll, policies and procedures, a senior accountant, and Chief Financial Officer.

M. Sammartino updated the Board on the Diocese's potential bankruptcy. She explained that there were 200 claims of sexual abuse, and likely litigation. Filing for bankruptcy allows for compensation to all victims, rather than a single litigant exhausting all funds. In terms of CCYS it was legally incorporated as a non-profit in 2014 and it's unlikely that any assets of CCYS would be reviewed by the court and considered as Diocesan assets.

**Fundraising:** J. Watkins reported that CCYS was hosting "Harvest Connections" for the migrant farming communities of Davis, Dixon, Madison, and will be held in Esparto. Many other agency partners will be participating in the event to celebrate migrant workers and raise awareness of the needs in these areas. The Board suggested sending flyers to elected officials, schools and hospitals. Discussion ensued and we found out that Judith has a professional Santa suit that could be used for future events.

**Staff / Recruitment** Updates: J. Watkins reported that Alexandria Willingham was hired as the Food Access Coordinator, and CFO outreach specialist. It is expected that more staff will be added to the food program.

**Program Updates:** J. Watkins reported that a grant was received from the Contra Costa-Solano Food Bank in the amount of \$12,000 for food security. Plans are to purchase a truck for both pickup and distribution of food at the food pop-up events. Several Board members expressed an interest in attending a pop up event. John will send out schedule.

There are three grant applications pending, Immigration and Legal Services (ILS), Listos (disaster preparedness) and Kaiser.

The Success Network: The scope of this program is changing to working with the formerly incarcerated. This is a \$500,000 a year grant for three years. It was felt that CCYS did not have the capacity for this grant. However, it was referred to the Exodus Program currently operating in Sacramento that works with the formerly incarcerated. The Exodus Program is a special works of the SVdP Sacramento Diocesan Council.

## **New Business**

Harvest Festival: Chair Salvatin suggested that J. Gonsalves, Development Director, attend the Harvest Festival and produce a short video of the event that could be used for fundraising purposes.

Question of Lawsuit: There was a brief discussion of possibly suing our current bookkeeper for improper accounting practices that have been very costly to CCYS. This will likely be a discussion for the Executive Committee

Retreat: Chair Salvatin brought up the scheduling of a Board Retreat and time to start planning.

**Closing Prayer** – The closing prayer was offered by Deacon Juan

A motion was made by J. Waelbrock to adjourn and seconded by Deacon Juan. Motion approved. The meeting adjourned at 8:10 pm

Submitted by B. Smith