

**Alternatives in Action Board of Directors**  
Proposed Agenda of Special Board of Directors Meeting  
June 28, 2016 • 6:30 pm to 8:00 pm  
Administrative Office, 3666 Grand Avenue, Suite A, Oakland, CA 94610  
*Please join us at 6:00 P.M. for dinner!*

Agenda Items	Time	Lead	Strategic Planning Goal
<b>1. Welcome! Call to Order; Approval of Agenda (Action) &amp; Review Agreements</b>	6:30	Rita	
<b>2. Consent Calendar (Action)</b>  2.1 Approval of the minutes from the May 21, 2016 Board Retreat 2.2 Approval of the AIA Personnel Handbook Changes for the 2016-2017 Year (Summary Memo Attached)	6:35		Goal 2, 3
<b>3. Public Comment:</b> We welcome comments from the general public on non-agendized items.	6:40	Rita	
<b>4. Directors Report - Organizational Updates (Information/Action)</b>  The Executive Director will share a few highlights from the 2015-16 year and planning for 2016-17.	6:45	Patricia/ Oriana	All
<b>5. Local Control Action Plan (LCAP)</b>  Board members will receive information on the 2015-16 goals to date along with the LCAP for the 2016-2017 year. 5.1 LCAP Powerpoint	6:50	AIAHS Leadership	Goal 4
<b>6. Financial Committee: (Discussion/Action)</b>  The Board will be presented with year-end financial reports and cash flow summary along with the draft 2016-2017 budget. 6.1 2015-2016 Cash flow (attached) 6.2 2016-2017 Cash flow (attached) 6.3 2016-2017 Draft Budget (attached) 6.4 2015-2016 Budget to Actual (attached)	7:20	Oriana/ Finance Committee	Goal 2
<b>7. Development Committee</b>  Review accomplishments for the 2015-2016 year and assess priorities for 2016-2017 with a focus on AIA's 20 <sup>th</sup> Year Anniversary. 7.1 20 <sup>th</sup> Anniversary Powerpoint (attached) 7.2 Corporate Prospects (attached) 7.3 Board Development & Commitment Form (attached)	7:40	Patricia/ Oriana	Goal 1, 2
<b>8. Board Comments on Non-Agendized Items</b>	8:15	Rita	
<b>9. Closed Session – Personnel Matter</b>	8:20	Executive Committee	Goal 2
<b>10. Acknowledgments &amp; Adjourn</b>		Rita	

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**Board Culture Agreements**

- Assume positive intent
  - Mistakes happen and if they happen clean them up
  - No questions are silly!
- Have fun! Keep a positive attitude
- Avoid 3rd party conversations - if you have a concern or complaint, be direct and honest with other members & staff
- Use respectful communication and respectful language
  - One mic! support facilitator and limit sidebar conversations
  - Step up/step back (being mindful to let everyone have a chance to speak)
  - Be willing to hear multiple perspective/stay open minded

**Procedural Agreements**

- Honor our commitments
  - Attend and prepare for meetings
  - Respect everyone’s time – meetings start on time/end on time, members come on time and communicate when they aren’t able
  - Ensure measurable outcomes and clear next steps to support accountability and follow through
- Appropriate allotment of time for topics
- Utilize committee structure
  - Keep communication flow between committees and full Board
  - Committees/Staff provide information needed to support decision-making
  - Honor the work of the committees to facilitate effective decision-making (stay out of the weeds)
- Stay on topic; use parking lot for items that require follow up
  - Make sure parking lot items are delegated and come back to the full Board as needed

**2014 - 2017 Strategic Planning Goals**

Goal 1: Develop and communicate a clear, unified organizational identity, grounded in organizational best practices and professional development, which promotes awareness of Alternatives in Action as a premier youth development organization.
Goal 2: Ensure sustainability by increasing and diversifying funding sources to include fee for service, public funding, foundation grants, and individual and business donors.
Goal 3: Recruit, develop and retain highly qualified staff capable of providing positive child and youth development and rigorous learning experiences.
Goal 4: Develop community schools in order to provide a rich mix of high quality programming and partnerships that maximize the potential of our children, youth and their families by building their academic, career, leadership and real world skills.
Goal 5: Create and preserve inspiring spaces for children and youth that reflect Alternatives in Action values.