

Minutes

Mayor's Fund to Advance New York City Meeting of the Board of Directors

City Hall, Friday April 4, 2014

Members in attendance: Chirlane McCray (Chair), Darren Bloch, Richard Buery, Gabrielle Fialkoff, , Laura Santucci, Maya Wiley, Jessica Wright

Also in attendance: Henry Berger, Rachel Noerdlinger, Diana Petty

I. Business

Darren opened the meeting presenting the first order of business to adopt the minutes from the previous Board Meeting on September 25, 2013. Richard Buery moved to approve. Maya Wiley seconded. All Board Members voted unanimously to adopt.

Darren moved to the appointment and election of officers. Darren first requested a ratification of the Resolution adopted on March 24, 2014 via signatures of all Board Members. A hard copy of the Resolution was provided in the meeting materials. The Resolution elected Chirlane McCray as Chairperson, Gabrielle Fialkoff as Vice-Chairperson, and Jessica Wright as Secretary (a non-voting Board Officer). Darren also made a motion to elect and appoint Darren Bloch as Executive Director of the Mayor's Fund to Advance New York City. Darren noted that the Resolution provided that by-laws and other corporate documents should reflect that the Executive Director shall stand in the place of "the President." Richard Buery moved to approve. Gabrielle Fialkoff seconded. All Board Members voted unanimously to approve.

II. Financials

Darren provided an overview of the Mayor's Fund's net assets and account balances, noting that this year's operating budget is approximately \$800,000 and the Mayor's Fund maintains approximately \$40 million across its active program budgets. Darren directed Members' attention to the cash flow analysis for the next 15 months provided in the meeting materials. Darren explained that based on current projections the Mayor's Fund will experience an operating deficit starting in June 2014 and carrying forward through FY 2015. Darren shared that the FY 2015 proposed budget included minimal staffing enhancements that would replace previous contractor positions, build capacity to interact with partners, and more closely track program activities. The Mayor's Fund's operating expenses – largely personnel costs – have been fairly modest in the past, and while modest staffing changes are intended the team will remain fairly lean in comparison to other city-affiliated 501(c)(3)s . Gabrielle explained that the current plan is to phase in new staff with some beginning no sooner than May and additional support arriving by September.

Darren noted that in the past excess expenses have been offset by interest earned. Darren explained that to accommodate the FY 2015 operating needs an additional mechanism would need to be employed to set the Mayor's Fund on a track of recurring financial stability. Darren proposed three possible options to address the deficit: 1) increase the Mayor's Fund's contract with the City, 2) execute annual fundraising for operating expenses through the Board of Advisors and additional partners, and/or 3) adopt an administrative fee on gifts received. Maya suggested that if an administrative fee were to be applied it should be done using a flexible structure based on nature of gift and donor. Darren agreed. Gabrielle advised that there is an opportunity to engage the Board of Advisors more directly and deeply in supporting operating needs, as well as enhancing the cohesion of the group around the Mayor's Fund

mission and goals. Darren and Chirlane agreed and suggested that regardless of financial need, promoting increased participation and diversity among the Board of Advisors would be an asset. Gabrielle recommended instituting a contract for the Board of Advisors. Maya and Richard agreed.

Darren proposed a resolution to broaden the purpose of the existing Civic Innovation Fund and bring it under the direct control of the Board of Directors. A copy of the resolution was provided in the board materials. Maya moved to approve. Richard seconded. Members voted unanimously to approve.

III. Programs Update

East Harlem Relief:

Darren opened the programs update with the latest on East Harlem relief efforts, sharing that the Mayor's Fund had received donations from 429 individuals and entities, totaling \$349,000 with an additional \$15,000 in in-kind contributions. Initial program activities included partnering with Safe Horizon to provide ongoing case management and counseling, as well as establish a victims assistance fund to offset expenses associated with the explosion and building collapse. Two additional partners, LSA Family Health Service and Union Settlement, were selected to assist with community outreach and referrals. Darren noted challenges on the ground included the individualized nature of some of the situations encountered, working with particularly vulnerable populations without excess resources, and some foreign language speakers with uncertain documentation status. Chirlane asked if providing housing was under a separate partnership. Darren confirmed that the Mayor's Fund is collaborating with the Real Estate Board of New York and a nonprofit intermediary, CLOTH, to provide up to 34 units for up to three months at no cost to tenants. Darren explained that given the emergency response the by-laws provide for waiving the bidding process to execute contracts more rapidly, but that all contracts would now be brought to a vote for authorization. A summary of all contracts and providers was provided in the meeting materials. Gabrielle moved to approve. Maya seconded. Members voted unanimously to approve.

Social Innovation Fund:

Darren presented the high-level overview of the Social Innovation Fund provided in the meeting materials. The SIF is a public-private investment program focused on identifying and expanding effective anti-poverty programs. In 2010 the Mayor's Fund partnered with the NYC Center for Economic Opportunity (CEO) to apply for a SIF federal grant through the Corporation for National and Community Service (CNCS), which requires projects to have a 3:1 ratio of private to public funding. Darren shared that CNCS has now issued a new request for funding opportunities, and the Mayor's Fund is working with CEO and the Mayor's Office of Operations to design and present a new program for support and funding. Potential programs under consideration include Earned Income Tax Credit efforts, career and technical education initiatives, and broadband expansion among others. Darren noted that CEO and the Mayor's Office of Operations would be finalizing a proposal in the coming weeks in preparation for the April 22 deadline, which would be circulated among all Board Members for feedback. Chirlane requested further information on the existing SIF programs supported through the Mayor's Fund. Richard suggested doing a briefing with evaluation partner, MDRC. Gabrielle asked the group for thoughts on if the next proposal should include expansion of programs to other cities or remain local in New York City. Richard and Maya noted that in their experience having relationships and evidence from other cities is a value-add for potential funders.

Additional Programs:

Darren shared that further details on the Young Men's Initiative, Hurricane Sandy Recovery efforts, and all active Mayor's Fund programs were available in the meeting materials.

Strategy and Priorities Ahead:

Gabrielle offered thoughts on the future vision for the Mayor's Fund and the Mayor's Office of Strategic Partnerships. The goal will be to create a more unified brand for public-private partnerships using programmatic ideas from individual City agencies to inform broader themes and priorities across the Administration. Gabrielle will be soliciting ideas from Board Members to refine the vision and approach.

IV. Management

Darren offered two key next steps from this meeting. The first was for Board Members to offer thoughts on the role of the Board of Advisors and any suggestions on how to enhance participation. The second was that fundraising guidelines and protocols would be developed to ensure proper vetting and review of gifts, which would be presented at the next meeting. Chirlane suggested setting a timeline around the articulation of the Fund's vision, setting of priorities, and moving to execution. Darren thanked everyone and also welcomed any feedback on the structure of this meeting and agenda items, noting that the agenda would be circulated in advance of the next gathering.

Gabrielle moved to adjourn the meeting.

Richard seconded.

Meeting adjourned.

Respectfully submitted,

A handwritten signature in black ink, reading "Jessica Wright". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Jessica Wright
Secretary

MAYOR'S FUND TO ADVANCE NEW YORK CITY

BOARD MEETING

PURSUANT TO ARTICLE 7 OF THE NY NOT-FOR-PROFIT CORPORATION LAW

BY

UNANIMOUS WRITTEN CONSENT OF THE BOARD OF DIRECTORS

We, the undersigned, being all the directors of the Mayor's Fund to Advance New York City (the "Corporation"), acting pursuant to Section 708(b) of the Not-For-Profit Corporation Law of the State of New York, do hereby adopt the following resolutions and consent that such action be taken without a meeting of the Board of Directors:

RESOLVED, that the following persons are hereby elected to the offices of the Corporation set forth opposite their respective names, each to hold office until the election/appointment and qualification of their successors:

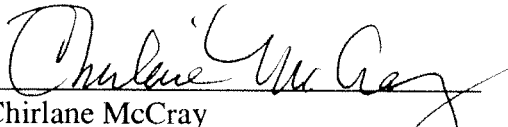
Chirlane McCray, Chairperson
Gabrielle Fialkoff, Vice Chairperson
Jessica Wright, Secretary

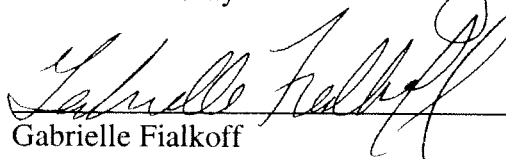
RESOLVED, that all references to the President in the By-Laws of the Corporation and in prior resolutions of the Board of Directors shall be deemed to be to the Executive Director.

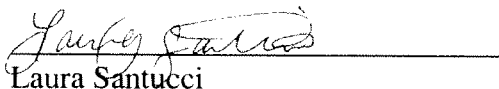
RESOLVED, that this instrument be filed with the minutes of the proceedings of the Corporation's Board of Directors.

This instrument may be executed in one or more counterparts; but all such counterparts shall together constitute but one and the same instrument.

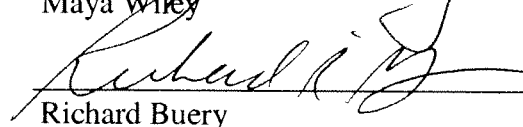
Dated: March 24, 2014


Chirlane McCray


Gabrielle Fialkoff


Laura Santucci


Maya Wiley


Richard Buery

April 4, 2014

THE MAYOR'S FUND TO ADVANCE NEW YORK CITY ("The Fund") – Adoption of a General Fund Authorization; and Authorization to take Related Actions

WHEREAS, the Fund previously created the Civic Innovation Fund ("CIF"), which was created in order to raise funds for innovative projects around the City; and

WHEREAS, the Fund has determined that the purpose and use of CIF should be broadened in order that it may hold unrestricted funds and for those funds to be used for any proper purpose of the Fund that is aligned with its overall mission and goals;

NOW, THEREFORE,

BE IT RESOLVED that the purpose of the CIF be broadened so that it may hold unrestricted funds and so that those funds may be used for any proper purpose of the Fund; and

RESOLVED that CIF funds would be allocated and distributed in accordance with the Fund's bylaws and all existing and applicable policies and procedures; and be it further

RESOLVED that the Executive Director and his designees be and each hereby is authorized and empowered to take all actions as he or they may deem necessary or appropriate to effectuate these resolutions.

* * *

April 4, 2014

THE MAYOR'S FUND TO ADVANCE NEW YORK CITY ("The Fund") – Adoption of a Procurement and Grant Agreement Authorization; and Authorization to take Related Actions

BE IT RESOLVED that the Executive Director be and hereby is authorized and empowered to approve all agreements for and related to procurements and grants that involve the expenditure of not more than \$100,000 without further action by the Fund's Board of Directors; and be it further

RESOLVED that the Executive Director and his designees be and each hereby is authorized and empowered to take all actions as he or they may deem necessary or appropriate to effectuate these resolutions.

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