



**MEMORANDUM**

**DATE:** April 17, 2023  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Perrault, City Administrator  
**SUBJECT:** NYFS Board Member Discussion

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	TBD	General Fund

**For Council Consideration**

Council should consider providing direction on which Councilmember they would like to represent the City on the NYFS Board of Directors.

**Background**

The City recently entered into an agreement with Northeast Youth and Family Services (NYFS), as part of this agreement the City is allowed a spot on the Board of Directors. This representative is typically a Councilmember. The Council should discuss at this meeting and provide their direction to Staff. Staff will bring a formal approval at the next regular Council meeting for approval.

When discussing, there are two options how Council may fill the role for NYFS, the choices are an advisory member to the board or as an official Director on the Board of Directors. There are no specific requirements of the advisory member, but they are kept up to date as to the activities of NYFS to report back to the City Council. Should Council want to go the director role, this would require an interview and selection by NYFS members, and board members are expected to commit to the following:

1. Attend Board Meetings – Board Meetings are monthly from 8:30 to 10:00 am on the Fourth Thursday of the Month. Most board meetings are virtual, we have one board meeting each quarter in person.
2. Join a Committee : Finance, Governance, Development (these meet at various times for an hour each, all on Zoom).
3. Act as an ambassador and representative for NYFS in the community.
4. Donate annually at an amount that is significant to them. We ask that board members make NYFS one of their top three philanthropic priorities.

**Budget Impact**

N/A

**Attachment**

N/A