

**MAYOR'S FUND TO ADVANCE NEW YORK CITY
MEETING OF THE BOARD OF DIRECTORS: MINUTES
March 13, 2023**

ATTENDANCE

Directors:

- Sheena Wright, First Deputy Mayor (Chair)
- Bill Heinzen, Special Counsel, Office of the Mayor (Vice-Chair)
- Dawn Pinnock, Commissioner, Department of Citywide Administrative Services
- Lorraine Cortez-Vazquez, Commissioner, NYC Department for the Aging

Officers:

- Marcella J Tillett, Executive Director, Mayor's Fund

Other Participants:

- Najma Ali Chermin, Counsel and Director of Programs and Policy, Mayor's Fund
- Jill Price, Director of Finance and Operations, Mayor's Fund
- Dominique-Laura Pierce, Director of Strategic Partnerships and Fundraising, Mayor's Fund
- Irfan Ahmed, Chief of Staff, Mayor's Fund
- Meaghan Brown, Chief of External Relations, Office of the First Deputy Mayor
- Brent Jensen, EFPR Group
- Edgar Yu, Chief of Staff & Assistant Commissioner for External Affairs, NYC Department for the Aging

DISCUSSION

Board Chair, Sheena Wright, opened the meeting at 4:05 PM. She underscored the importance of the Mayor's Fund's role and opportunities to coordinate with other City-affiliated nonprofits in service to the City of New York. Ms. Tillett proceeded with introductions and noted that Mir Bashar, Treasurer to the Mayor's Fund, had a meeting conflict and would join shortly (it was later realized that his prior meeting prevented him from attending the board meeting).

Ms. Tillett asked for approval of the minutes from the July 28, 2022 Board meeting.

Mr. Heinzen moved to approve the minutes. Ms. Wright seconded. The motion was approved.

Ms. Wright then introduced Resolution 1, to elect Ms. Tillett as President of the Mayor's Fund to Advance New York City. Ms. Pinnock moved to approve the motion. Mr. Heinzen seconded. The motion was approved.

Ms. Tillett then introduced Resolution 2, to appoint Lorraine Cortez-Vazquez, Commissioner for the NYC Department for the Aging, to the Board of Directors. Ms. Wright moved to approve the motion. Mr. Heinzen seconded. The motion was approved.

Ms. Tillett then introduced Resolution 3, to implement an administrative fee on contributions received constituting Program Funds from each donor at a standard fee of 8%, thereby eliminating the current tiered administrative fee structure. The resolution referenced Section 3.04(a) of the contract between the Mayor's Fund to Advance New York City and the City of New York, whereas the Fund is required to retain an amount not to exceed eight percent (8%) of the Program Funds raised in support of its programs and initiatives. Ms. Wright requested a business case and more discussion for the resolution, and it was tabled for further consideration at the next board meeting.

Ms. Tillett then introduced Mr. Brent Jensen of EFPR Group to present the Mayor's Fund Financial Audit Report for fiscal year ending June 30, 2022. Mr. Heinzen then motioned to adopt the Mayor's Fund Financial Audit Report. It was seconded by Ms. Wright.

Ms. Tillett then presented the Executive Director's report.

She noted the hiring of three new staff members to the Mayor's Fund: Dominique-Laura Pierce, Director of Strategic Partnerships and Fundraising; Shannon Allen, Senior Programs and Policy Manager; and Jenelle Bazil-Charles, Programs and Policy Associate.

Ms. Tillett discussed the Aging in New York Fund, a nonprofit affiliated with the NYC Department for the Aging, which is executing a dissolution plan. Mayor's Fund is preparing for the integration of existing ANYF partnerships, programming and financial assets/liabilities into a Mayor's Fund portfolio. She noted it will take seven months for the dissolution and integration to be completed.

Ms. Tillett noted the launch of the Asylum Seeker Relief Fund, with the goal of raising funds via partnerships with philanthropic organizations, corporations and individual donors to help the City support immediate, survival needs, as well as critical social services and support. She stated the Fund has raised \$3.7M in in-kind and monetary contributions in support of food, clothing, transportation, community-based direct services and other areas of need.

Ms. Tillett gave an update on the Fund's efforts to support families affected by the January 9, 2022 Twin Parks fire in the Bronx, including \$4.5M raised through the Bronx Fire Relief Fund. She noted that the Fund is working with BronxWorks, the contracted vendor, to support the provision of direct relief services to clients, including 176 households of over 400 individuals. All displaced households have been provided a range of services, including but not limited to cash-assistance, transportation, and re-housing. BronxWorks has created a referral network for families to continue to receive care once their contract closes at the end of the month. The referral network will continue to provide support to clients.

Ms. Tillett noted an upcoming partnership with the Mayor's Office's Chief Engagement Officer and MoCaFi, a fin-tech company, on a Universal Basic Income (UBI) project. The UBI project will create concrete steps for the City to adopt the innovative, poverty-reducing program. MoCaFi will develop a comprehensive implementation plan that will consist of thorough research and data collection across various stakeholders. The total program budget is \$200K and the planning will take six months. She stated that the Mayor's Fund has already received \$100K in funding from the Ford Foundation, and have a pending proposal with Mastercard in the amount of \$100K.

Ms. Tillett provided an update on the NYC Soccer Initiative's Community Cup, a celebratory 5v5 tournament that will bring together select elementary-to-middle school youth from all five boroughs to

compete on the 50 blue mini-pitches that have been constructed by the partners across the City over the last five years. Ms. Tillett noted its complementary project known as the Consulate Cup, a soccer tournament between consulates to help bring the international community closer to its local communities in NYC as well as raise funds to further expand the Community Cup.

Ms. Tillett thanked the Fund's Board of Advisors, its funders, its partners at community-based organizations, and the Board of Directors. Ms. Tillett then asked for questions. There were no questions.

Ms. Tillett then asked for new business. Hearing none, she offered a motion to adjourn. Mr. Heinzen seconded. The meeting was adjourned at 5:00pm

Respectfully submitted,

Irfan Ahmed, Chief of Staff

Mayor's Fund to Advance New York City