



**Mayor’s Fund to Advance New York City  
Board of Director’s Committee Meeting Minutes  
November 6, 2024**

**Attendance**

**Directors:**

Deputy Mayor Ana Almanzar, Chair  
Bill Heinzen, Vice-Chair  
Lorraine Cortés-Vázquez, Director  
Dawn Pinnock, Director  
Rene Campion, Director

**Officers:**

Loraya Harrington-Trujillo, Vice-president  
Wendy Li, Treasurer

**Other Participants:**

Shannon Allen, Director of Programs and Policy, Mayor’s Fund to Advance New York City  
Theresa E. Hassler, General Counsel, Mayor’s Fund to Advance New York City  
Brittany Cassell, Senior Director for Development, Mayor’s Fund to Advance New York City  
Madelyn Lantigua, Senior Advisor, Office of the Deputy Mayor for Strategic Initiatives  
Kevin Marquez-Arguera, Policy Advisor, Office of the Deputy Mayor for Strategic Initiatives

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Chair Ana Almanzar (“A. Almanzar”) called the meeting to order at 3:20 p.m.

A. Almanzar welcomed Renee Campion (“R. Campion), as the new Director and acknowledged Director DeShanna Alexander (“D. Alexander”), as the newest Board Director and Secretary, who was absent due to illness.

A. Almanzar deferred to Loraya Harrington-Trujillo (“L. Harrington-Trujillo”).

L. Harrington-Trujillo asked the Board to review the minutes of the Board Meeting held on January 26, 2024, for approval.

L. Harrington-Trujillo received permission from A. Almanzar to ask for a motion from the Board to approve the minutes.

Vice-chair Bill Heinzen (“B. Heinzen”) commented that in addition to a written summary of the previous meeting minutes, anyone interested in knowing the details of the previous meeting can do so by watching the video online.

Director Lorraine Cortez-Vasquez (“L. Cortez-Vasquez”) moved to approve the minutes from Board meeting held on January 26, 2024, “as amended.”

The minutes from the Board meeting held on January 26, 2024, were approved, unanimously.

L. Harrington-Trujillo asked the Board to review the minutes of the Board meeting held on February 2, 2024, for approval.

L. Harrington-Trujillo asked for, and received, permission from A. Almanzar to ask for a motion from the Board to approve the minutes from the Board meeting held on February 2, 2024.

A. Almanzar acknowledged and reiterated the previous comment by B. Heinzen regarding the online availability of a full video of the February 2, 2024, Board meeting.

L. Harrington-Trujillo asked for, and received, permission from A. Almanzar to request a motion for the approval of the minutes from the February 2, 2024, Board meeting, “as amended.”

The minutes from the Board meeting held on February 2, 2024, were approved, unanimously.

L. Harrington-Trujillo asked the Board to review the minutes of the Finance & Audit Committee meeting that was held virtually on October 22, 2024, for approval.

B. Heinzen moved for the approval of the minutes from the Finance & Audit Committee meeting.

Director Dawn Pinnock (“D. Pinnock”) seconded the motion.

The minutes from the Finance & Audit Committee meeting held on October 22, 2024, was approved, unanimously.

L. Harrington-Trujillo asked the Board to review the Consent Agenda which included three previously adopted resolutions.

L. Harrington-Trujillo mentioned that resolutions need to be approved for inclusion in the minutes of this meeting.

L. Harrington-Trujillo referenced the first resolution that named the new executive director of the Mayor’s Fund as the President of the Board.

L. Harrington-Trujillo referenced the second resolution that named L. Harrington-Trujillo, the Vice-President of the Board.

L. Harrington-Trujillo referenced the third resolution that named D. Alexander, also a new Director, as the Secretary of the Board.

L. Harrington-Trujillo referenced the final resolution which was the adoption of the external audit of the Mayor's Fund for the 2024 fiscal year.

B. Heinzen asked if D. Alexander's appointment as a Director had to be approved by the Board.

L. Harrington-Trujillo clarified that her appointment as a Director was approved by the Mayor, whereas her being named as an Officer, was approved by the Board.

L. Harrington-Trujillo turned the meeting over to A. Almanzar.

A. Almanzar asked for a motion to adopt the resolution naming the Mayor's Fund executive director to the office of President of the Board.

L. Cortez-Vasquez moved for the approval of the resolution.

B. Heinzen seconded the motion.

The motion was approved, unanimously.

A. Almanzar asked for a motion to adopt the resolution naming Loraya Harrington-Trujillo to the office of Vice-president of the Board.

L. Cortez-Vasquez moved for the approval of the resolution.

B. Heinzen seconded the motion.

The motion was approved, unanimously.

A. Almanzar asked for a motion to adopt the resolution, naming D. Alexander to the office of Secretary to the Board.

D. Pinnock moved for the approval of the resolution.

L. Cortez-Vasquez seconded the motion.

The motion was approved, unanimously.

L. Cortez-Vasquez mentioned that, rather than waiting for the resolution on the adoption of the external audit for the 2024 fiscal year to be circulated after the meeting, that the resolution could be adopted in the current meeting because most of the Finance & Audit committee members are present.

A. Almanzar moved for the adoption of the external audit of the Mayor's Fund for the 2024 fiscal year.

B. Heinzen seconded the motion.

The resolution was adopted, unanimously.

A. Almanzar moved onto New Business.

A. Almanzar asked if the Board wanted to keep the current composition of the Finance & Audit committee or add it to the committee.

L. Harrington-Trujillo asked that Wendy Li ("W. Li"), as Treasurer, be added to the Finance & Audit committee.

L. Cortez-Vasquez suggested that we research whether W. Li can be a member of the Finance & Audit Committee, because although she is an Officer of the Board, she is not a Director.

Theresa E. Hassler ("T. Hassler"), mentioned that W. Li could be added as a non-voting member of the Finance & Audit Committee, but would confirm if W. Li could be a voting member, after the meeting.

R. Campion expressed her desire to become a member of the Finance & Audit Committee.

A. Almanzar suggested that R. Campion's inclusion on the Finance & Audit Committee be voted on in the present meeting.

T. Hassler asked that the current Committee members be restated before a vote on adding R. Campion was considered.

A. Almanzar then moved R. Campion be added as a voting member, to the Finance & Audit Committee.

L. Cortez-Vasquez seconded the motion.

The motion passed unanimously.

A. Almanzar acknowledged T. Hassler as the new General Counsel to the Mayor's Fund.

A. Almanzar acknowledged Brittany Cassell as the new Senior Director of Development for the Mayor's Fund.

A. Almanzar acknowledged L. Harrington-Trujillo for all her work to help the Board.

A. Almanzar asked for a motion for the meeting to be adjourned.

B. Heinzen moved for adjournment.

L. Cortez-Vazquez seconded the motion.

The motion passed, unanimously.

The meeting adjourned at **3:39 p.m.**