
Title VI Implementation Plan



Valley of the Sun YMCA / Y OPAS

October 27, 2024 – October 26, 2027

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Title VI Policy Statement

The Valley of the Sun YMCA policy assures full compliance with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. Title VI states that “no person shall on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination” under any of the Valley of the Sun YMCA sponsored program or activity. There is no distinction between the sources of funding.

The Valley of the Sun YMCA also assures that every effort will be made to prevent discrimination through the impacts of its programs, policies and activities on minority and low- income populations. Furthermore, The Valley of the Sun YMCA will take reasonable steps to provide meaningful access to services for persons with limited English proficiency.

When The Valley of the Sun YMCA distributes Federal-aid funds to another entity/person, The Valley of the Sun YMCA will ensure all sub-recipients fully comply with The Valley of the Sun YMCA Title VI Nondiscrimination Program requirements. The Chief Executive Officer has delegated the authority to Annie Clary as the Title VI Program Coordinator, to oversee and implement FTA Title VI requirements.

Sincerely,



Bryan Madden
President and Chief Executive Officer

Title VI Notice to the Public

Notifying the Public of Rights Under Title VI The Valley of the Sun YMCA

The Valley of the Sun YMCA operates its programs and services without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with the Valley of the Sun YMCA.

For more information on the Valley of the Sun YMCA's civil rights program, and the procedures to file a complaint, contact Annie Clary, Valley of the Sun YMCA at 602-212-5100 or acclary@vosymca.org; or for more information, visit www.valleymca.org.

A complainant may file a complaint directly with the City of Phoenix Public Transit Department or the Federal Transit Administration (FTA) by filing a complaint directly with the corresponding offices of Civil Rights: **City of Phoenix Public Transit Department**: ATTN: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 **FTA**: ATTN: Title VI Program Coordinator, East Building, 5th Floor, TCR 1200 New Jersey Ave., SE Washington, DC 20590

If information is needed in another language, contact Annie Clary. Para información en Español llame: Annie Clary, 602-212-5100, acclary@vosymca.org.

*The above notice is posted in Valley of the Sun YMCA branch locations.
This notice is posted online at www.valleymca.org*

Title VI Notice to the Public -Spanish

Aviso al Público Sobre los Derechos Bajo el Título VI The Valley of the Sun YMCA/ YOPAS

The Valley of the Sun YMCA (*y sus subcontratistas, si cualquiera*) asegura cumplir con el Título VI de la Ley de los Derechos Civiles de 1964. El nivel y la calidad de servicios de transporte serán provehidos sin consideración a su raza, color, o país de origen.

Para obtener más información sobre la Valley of the Sun YMCA programa de derechos civiles, y los procedimientos para presentar una queja, contacte Annie Clary, Valley of the Sun YMCA at a [602-212-5100](tel:602-212-5100) or acclary@vosymca.org; or visite nuestra oficina administrativa en Valley of the Sun YMCA at 350 N First Avenue, Phoenix, AZ 85003. Para obtener más información, visite www.valleymca.org.

El puede presentar una queja directamente con City of Phoenix Public Transit Department o Federal Transit Administration (FTA) mediante la presentación de una queja directamente con las oficinas correspondientes de Civil Rights: City of Phoenix Public Transit Department: ATTN Title VI Coordinator 302 N. 1st Ave., Suite 900, Phoenix AZ 85003 FTA: ATTN Title VI Program Coordinator, East Building, 5th Floor –TCR 1200 New Jersey Ave., SE Washington, DC 20590

*The above notice is posted in Valley of the Sun YMCA branch locations.
This notice is posted online at www.valleymca.org*

Title VI Complaint Procedures

These procedures provide guidance for all complaints filed under Title VI of the Civil Rights Act of 1964 as they relate to any program or activity that is administered by The Valley of the Sun YMCA, including consultants, contractors and vendors. Intimidation or retaliation as a result of a complaint is prohibited by law. In addition to these procedures, complainants reserve the right to file a formal complaint with other State or Federal agencies or to seek private counsel for complaints alleging discrimination. Every effort will be made to resolve complaints at the lowest possible level.

1. Any person who believes he and/or she has been discriminated against on the basis of race, color, or national origin may file a Discrimination complaint by completing and submitting the agency's Title VI Complaint Form.
2. Formal complaints must be filed within 180 calendar days of the last date of the alleged act of discrimination or the date when the alleged discrimination became known to the complainant(s), or where there has been a continuing course of conduct, the date on which the conduct was discontinued or the latest instance of the conduct.
3. Complaints must be in writing and signed by the complainant(s) and must include the complainant(s) name, address and phone number. The Title VI contact person will assist the complainant with documenting the issues if necessary.
4. Allegations received by fax or e-mail will be acknowledged and processed, once the identity of the complainant(s) and the intent to proceed with the complaint have been established. For this, the complainant is required to mail a signed, original copy of the fax or email transmittal for the complaint to be processed.
5. Allegations received by telephone will be reduced to writing and provided to the complainant for confirmation or revision before processing. A complaint form will be forwarded to the complainant for him/her to complete, sign and return for processing.
6. Once submitted The Valley of the Sun YMCA will review the complaint form to determine jurisdiction. All complaints will receive an acknowledgement letter informing her/him whether the complaint will be investigated by the Valley of the Sun YMCA or submitted to the state or federal authority for guidance.
7. The Valley of the Sun YMCA will notify the Title VI Coordinator of ALL discrimination complaints within 72 hours via telephone at 602-262-

7242; or email at phxtransiteo@phoenix.gov.

8. The Valley of the Sun YMCA has 60 days to investigate the complaint. If more information is needed to resolve the case, the Authority may contact the complainant. The complainant has 60 business days from the date of the letter to send requested information to the investigator assigned to the case. If the investigator is not contacted by the complainant or does not receive the additional information within 60 business days, the Authority can administratively close the case. A case can be administratively closed also if the complainant no longer wishes to pursue their case.
 9. After the investigator reviews the complaint, she/he will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Discrimination violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff member or other action will occur.
 10. A copy of either the closure letter or LOF must be also be submitted to the City of Phoenix within 72 hours of that decision. Letters may be submitted by hardcopy or email.
 11. A complainant dissatisfied with The Valley of the Sun YMCA decision may file a complaint with the City of Phoenix Public Transit Department (COP): Attention: Title VI Coordinator, 302 N 1st Avenue, Suite 900, Phoenix, AZ 85003 or the Federal Transit Administration (FTA) office of Civil Rights: FTA: Attention Title VI Program Coordinator, East Building, 5th floor TCR, 1200 New Jersey Ave., SE Washington, DC 20590.
 12. A copy of these procedures can be found online at: www.valleymca.org
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Procedimientos de Quejas Bajo el Título VI

Estos procedimientos proporcionan orientación para todas las quejas presentadas bajo el Título VI del Decreto de los Derechos Civiles de 1964, en lo que se refieren a cualquier programa o actividad que sea administrado por la Valley of the Sun YMCA, incluyendo a los asesores, contratistas y proveedores. Por ley, se prohíbe la intimidación o las represalias como resultado de una queja. Además de estos procedimientos, los reclamantes se reservan el derecho de presentar una queja formal ante otras agencias estatales o federales o de solicitar asesoría privada para quejas alegando discriminación. Se hará todo lo posible para resolver las quejas al nivel más bajo posible.

1. Cualquier persona que crea que ha sido discriminada por motivos de raza, color, u origen nacional puede presentar una queja bajo el Título VI completando y presentando la Forma de Quejas del Título VI de la agencia.
2. Las quejas formales se deben presentar dentro de 180 días de calendario de la última fecha del supuesto acto de discriminación o de la fecha en la que el/los reclamante/s se haya/n enterado de la supuesta discriminación, o cuando haya habido un curso de conducta continuo, la fecha en la que la conducta haya sido suspendida o la última ocasión en la cual ocurrió la conducta.
3. Las quejas se deben hacer por escrito y deben ser firmadas por el/los reclamante/s y deben incluir el nombre, el domicilio y el número de teléfono del/los reclamante/s. Si es necesario, la persona de contacto del Título VI ayudará al/la reclamante a documentar las cuestiones.
4. Las alegaciones recibidas por fax o por correo electrónico serán admitidas y procesadas, una vez que se haya establecido la identidad del/la reclamante y la intención de proceder con la/s queja/a. Para ello, se requiere que el/la reclamante envíe por correo postal una copia original firmada del fax o de la transmisión de la nota electrónica para que la queja sea procesada.
5. Las alegaciones recibidas por teléfono se reducirán a un formato por escrito y se les proveerán al/la reclamante para su confirmación o revisión antes de su procesamiento. Se remitirá una forma de la queja al/la reclamante para que la complete, la firme y la devuelva para su procesamiento.
6. Una vez presentada, la Valley of the Sun YMCA revisará la forma de la queja para determinar la jurisdicción. Todas las quejas recibirán una carta de reconocimiento informándole si la queja será investigada por la Valley of the Sun YMCA o presentada a la autoridad estatal o federal para recibir su orientación.
7. La Valley of the Sun YMCA le notificará al Coordinador del Título VI sobre

todas las quejas del Título VI dentro de 72 horas por teléfono llamando al: 602-262-7242; por correo electrónico escribiendo a: phxtransiteo@phoenix.gov

8. La Valley of the Sun YMCA tiene 60 días para investigar la queja. Si se necesita más información para resolver el caso, la Autoridad puede ponerse en contacto con el/la reclamante. El/la reclamante tiene 60 días hábiles a partir de la fecha de la carta para enviar la información solicitada al investigador asignado al caso. Si el investigador no es contactado por el/la reclamante o no recibe la información adicional dentro de los 30 días hábiles, la Autoridad puede cerrar el caso administrativamente. Un caso también se puede cerrar administrativamente si el/la reclamante ya no desea seguir adelante con su caso.
9. Después de que el investigador revise la queja, emitirá una de dos cartas al/la reclamante: una carta de cierre o una carta de hallazgo "Letter of Finding" (LOF). Una carta de cierre resume los alegatos y afirma que no hubo una infracción con respecto al Título VI y que el caso se cerrará. Una carta LOF resume las alegaciones y las entrevistas con respecto al supuesto incidente, y explica si se llevará a cabo alguna acción disciplinaria, capacitación adicional del/la miembro del personal u otra acción. Si el/la reclamante desea apelar a la decisión, tiene 30 días después de la fecha de la carta o de la LOF para hacerlo.
10. También se debe enviar una copia de la carta de cierre o de la LOF a la ciudad de Phoenix dentro de las 72 horas posteriores a esa decisión. Las cartas pueden enviarse en papel o por correo electrónico.
11. Un/a reclamante insatisfecho/a con la decisión de la Valley of the Sun YMCA puede presentar una queja directamente con el Departamento de Transporte Público de la Ciudad de Phoenix: City of Phoenix Public Transit Department (COP), Attention: Title VI Coordinator, 302 N. 1st Ave., Suite 900, Phoenix, AZ 85003, ó con las oficinas de Derechos Civiles de la Administración Federal de Transporte: Federal Transit Administration (FTA), Offices of Civil Rights, Attention Title VI Program Coordinator, East Building, 5th Floor-TCR 1200 New Jersey Ave., SE Washington DC 20590
12. Una copia de estos procedimientos se puede encontrar en línea en: www.valleymca.org

Title VI Complaint Form - English

Section I:		
Name:		
Address:		
Telephone (Home):		Telephone (Work):
Electronic Mail Address:		
Accessible Format Requirements?	<input type="checkbox"/> Large Print	<input type="checkbox"/> Audio Tape
	<input type="checkbox"/> TDD	<input type="checkbox"/> Other
Section II:		
Are you filing this complaint on your own behalf?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*If you answered "yes" to this question, go to Section III.</i>		
If not, please supply the name and relationship of the person for whom		
Please explain why you have filed for a third party:		
Please confirm that you have obtained the permission of the aggrieved party if you are	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Section III:		
I believe the discrimination I experienced was based on (check all that apply):		
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin		
Date of Alleged Discrimination (Month, Day, Year): _____		
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.		
_____ _____ _____		
Section VI:		
Have you previously filed a Title VI complaint with this agency?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes, please provide any reference information regarding your previous complaint.

Section V:

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

- Yes No

If yes, check all that apply:

- Federal Agency: _____
- Federal Court: _____ State Agency: _____
- State Court : _____ Local Agency: _____

Please provide information about a contact person at the agency/court where the complaint was filed.

Name:

Title:

Agency:

Address:

Telephone:

Section VI:

Name of agency complaint is against:

Name of person complaint is against:

Title:

Location:

Telephone Number (if available):

You may attach any written materials or other information that you think is relevant to your complaint. Your signature and date are required below

Signature

Date

Please submit this form in person at the address below, or mail this form to:
Valley of the Sun YMCA
Annie Clary, Executive Director of Risk
350 N First Avenue
Phoenix, AZ 85003
A copy of this form can be found online at www.valleymca.org

Title VI Complaint Form - Spanish

Nota: La siguiente información se necesita para procesar su queja.

Sección I: Información de la persona que está poniendo la queja:		
Nombre:		
Dirección/Ciudad/Estado/Código Postal:		
Teléfono (Casa):		Teléfono (Trabajo):
Dirección de correo electrónico:		
Accessible Format Requirements?	<input type="checkbox"/> Letra grande	<input type="checkbox"/> Cinta de audio
<input type="checkbox"/> TDD	<input type="checkbox"/> Otro	
Sección II: Persona A La Que Se Discriminó (alguien que no sea la persona que está poniendo la queja)		
Nombre:		
Dirección/Ciudad/Estado/Código Postal:		
Teléfono (Casa):		Teléfono (Trabajo):
Dirección de correo electrónico:		
Sección III:		
¿Cuál de las siguientes razones describe por lo que usted siente que se le discriminó?		
<input type="checkbox"/> Raza/Color (Especifique) <input type="checkbox"/> Nacionalidad (Especifique) <input type="checkbox"/> Sexo (Especifique)		
¿En qué fecha(s) sucedió la discriminación?		
Describa la presunta discriminación. Explique qué sucedió y quién cree usted que fue responsable (si necesita más espacio, agregue otra hoja).		
Escriba una lista con los nombres de las personas que puedan tener conocimiento de la presunta discriminación y cómo contactarlas.		
Sección IV:		
¿Ha presentado anteriormente una queja de Título VI con esta agencia?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

En caso afirmativo, proporcione cualquier información de referencia sobre su queja anterior.	
Sección V:	
¿Ha presentado esta queja con otra agencia federal, estatal o local, o con cualquier corte federal o estatal? Marque todas las que apliquen.	
<input type="checkbox"/> Si <input type="checkbox"/> No	
Si es así, marque todo lo que corresponda:	
<input type="checkbox"/> Agencia Federal Corte	
<input type="checkbox"/> Estatal Corte Federal:	<input type="checkbox"/> State Agency:
<input type="checkbox"/> Agencia Estatal:	<input type="checkbox"/> Agencia Local:
Sección VI: Por favor proporcione información de la persona a la que presentó su queja en la agencia/corte.	
Nombre:	
Title:	
Agency:	
Dirección/Ciudad/Estado/Código Postal:	
Teléfono(Casa):	Teléfono (Trabajo):
Por favor firme abajo. Puede anexar cualquier material escrito u otra información que usted crea que es relevante sobre su queja.	
Firma de la Persona que presenta la queja	
Fecha	

Someta la forma y cualquier información adicional a:

Valley of the Sun YMCA
Annie Clary, Executive Director of Risk
350 N First Avenue
Phoenix, AZ 85003
Para obtener más información, visite www.valleymca.org.

Title VI Investigations, Complaints, and Lawsuits

This form will be submitted annually. If no investigations, lawsuits, or complaints were filed, a blank form will be submitted.

Description /Name	Date (Month, Day, Year)	Summary (include basis of complaint: race, color, national	Status	Action(s) Taken (Final findings?)
Investigations				
1)				
2)				
Lawsuits				
1)				
2)				
Complaints				
1)				
2)				

Valley of the Sun YMCA/ Y OPAS has not had any Title VI complaints, investigations, or lawsuits during the review period 2021-2024.

Public Participation Plan



Public Participation Plan

***Valley of the Sun YMCA /
Y OPAS***

Valley of the Sun YMCA (VOS YMCA) is a non-profit, community benefit organization established in 1892 consisting of twelve branches serving metropolitan Phoenix, Flagstaff, and a residential camp in Prescott. As one of the oldest and largest providers of human services in the state of Arizona, VOS YMCA enhances the lives of more than 200,000 individuals each year through programs focusing on youth development, healthy living, and social responsibility. The Y is an inclusive organization, and guided by our mission, we provide financial assistance to help Arizona children and families in need so that no one is turned away due to inability to pay. Our programs provide essential support to our many community members who not only face financial struggles, but other struggles such as rising obesity and diabetes rates, social disengagement, and lack of quality out-of-school time activities.

VOS YMCA also strives to meet our most pressing community needs through social responsibility programs including preschool and early learning, afterschool day camps, youth workforce development, drowning prevention, chronic disease prevention and self-management, STEM education, Camp Sky-Y residential camp, social activities for seniors, emergency housing, and Drop-In Center to assist people experiencing homelessness, and much more.

Led by a Board of Directors reflecting our community, the public is engaged in its planning and decision-making processes, as well as its marketing and outreach activities. The public will be invited to participate in the process through public meetings or surveys. As an agency receiving federal financial assistance, Valley of the Sun YMCA will make these community outreach efforts:

<ul style="list-style-type: none"> • YMCA member appreciation week, educational opportunities, member newsletters, and ongoing promotion 	<ul style="list-style-type: none"> • YMCA Whole Health Initiative
<ul style="list-style-type: none"> • Local businesses 	<ul style="list-style-type: none"> • Educational partners (school districts)
<ul style="list-style-type: none"> • Local civic organizations (Kiwanis Club, Rotary, Soroptimist, Boy/Girl Scouts, etc.) 	<ul style="list-style-type: none"> • YMCA website and social media channels
<ul style="list-style-type: none"> • Senior Centers 	<ul style="list-style-type: none"> • Veteran’s organizations (American Legion, etc.)
<ul style="list-style-type: none"> • Libraries 	<ul style="list-style-type: none"> • Local churches
<ul style="list-style-type: none"> • Local newspapers 	<ul style="list-style-type: none"> • Wellness providers (NOAH, Wesley, etc.)

Clients and volunteers are surveyed a minimum of every two years for input on services.

- (1) Public meetings are scheduled to increase the opportunity for attendance by stakeholders and the general public. This may require scheduling meetings during non-traditional business hours, holding more than one meeting at different times of the day or on different days, and checking other community activities to avoid conflicts.
- (2) When a public meeting or public hearing is focused on a planning study or program related to a specific geographic area or jurisdiction within the region, the meeting or hearing is held within that geographic area or jurisdiction.
- (3) Public meetings are held in locations accessible to people with disabilities and are located near a transit route when possible.

Valley of the Sun YMCA submits to the City of Phoenix annually an application for funding. Part of the annual application is a public notice, which includes a 30-day public comment period.

Limited English Proficiency Plan



Limited English Proficiency Plan

Valley of the Sun has developed the following Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English.

This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training to staff, notification to LEP persons that assistance is available, and information for future updates. In developing the plan while determining the YMCA's extent of obligation to provide LEP services, the Valley of the Sun YMCA undertook a U.S. Department of Transportation four-factor LEP analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the Valley of the Sun YMCA service area who may be served or likely to encounter YMCA program, activities, or services;
- 2) The frequency with which LEP individuals come in contact with Valley of the Sun YMCA services;
- 3) The nature and importance of the program, activities or services provided by the Valley of the Sun YMCA to the LEP population; and
- 4) The resources available to Valley of the Sun YMCA and overall costs to provide LEP assistance. A brief description of these considerations is provided in the following section.

The Valley of the Sun YMCA website (www.valleeyymca.org) provides translation in several languages including Spanish. Each branch location has access to the YMCA's Boost Lingo account to help with translation and communication in person. Every effort will be made to provide vital information to LEP individuals in the language requested.

Safe Harbor Provision

Valley of the Sun YMCA complies with the Safe Harbor Provision, as evidenced by the number of documents available in the Spanish language. With respect to Title VI information, the following shall be made available in Spanish:

- (1) Title VI Notice
- (2) Complaint Procedures
- (3) Complaint Form

In addition, we will conduct our marketing (including using translated materials) in a manner that reaches each LEP group. Vital Documents include the following:

- (1) Notices of free language assistance for persons with LEP
- (2) Notice of Non-Discrimination and Reasonable Accommodation
- (3) Outreach Materials
- (4) Public Hearings

Non-elected Committees Membership Table

A sub recipient who selects the membership of transit-related, non-elected planning boards, advisory councils, or committees must provide a table depicting the membership of those organizations broken down by race. Sub recipients also must include a description of the efforts made to encourage participation of minorities on these boards, councils, and committees.

Table Depicting Membership of Committees, Councils, Broken Down by Race

Body	Caucasian	Latino	African American	Asian American	Native American
Valley of the Sun YMCA Board of Directors	78%	4%	14%	4%	0%

Volunteer development is an ongoing process. We work diligently for our Boards and Committees to reflect the demographics of our communities.

Monitoring for Subrecipient Title VI Compliance

Valley of the Sun YMCA does not have subrecipients and does not monitor subrecipients.

Title VI Equity Analysis

The Valley of the Sun YMCA / Y OPAS has no current or anticipated plans to develop new transit facilities covered by these requirements. No facilities covered by these requirements were developed since 2009.

Board Approval for the Title VI Program



Valley of the Sun YMCA
Board of Directors
Wednesday, September 25, 2024
4:00 PM – 5:00 PM
MINUTES

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Members Present: Matt Blair, Danny Calihan, Bryan Chapman, Amy Diaz, Stephen Garner, Michele Grisez, Ellen Hedlund, Jenny Holsman Tetreault, Don Isaacson, Aaron Lemke, Kevin Phelps, Jim Pitman, Bob Rice, Alicia Scott, Jeff Scudder, Malla Sperling, Joyce Stuart, Juli West

Youth Directors Present: Raine McAngus, Harshitha Ram

Guest: Barbara McKnight, Teal Talent Development

Members Not Present: Ryan Abbott, Eric Bailey, Andres Contreras, John Graham, Barbara Kennedy, Tucker Macon, Mike McDaniel, Ken Mims, Humphrey Shin, Andrea Smiley

Staff Present: Lee Baker, Jenna Cooper, Libby Corral, Dayna Gabler, Bryan Madden, Connie Nelson-Askew

Total Present: 27 (18 Members, 2 Youth Members, 1 Guest, 6 Staff)

WELCOME AND CALL TO ORDER – JIM PITMAN

A meeting of the Board of Directors for the Valley of the Sun YMCA was called to order by Jim Pitman at 4:02 p.m. on Wednesday, September 25, 2024. The meeting was held via Zoom. It was determined that a quorum was present, and the meeting could conduct business.

REVIEW AND APPROVAL OF MEETING MINUTES – JIM PITMAN

Jim Pitman requested review and approval of the meeting minutes of the May 29, 2024, Board of Directors meeting.

ACTION:

Alicia Scott moved to approve the minutes of the May 29, 2024, Board of Directors meeting as presented, Second by Bob Rice. Unanimously approved.

GOVERNANCE COMMITTEE – JULI WEST

- Juli West and Jenny Holsman Tetreault presented recommended bylaw changes. Key action items included:
 - Article IV Section 4.18 Associate Directors. The position of Associate Director of the Board is authorized. Associate Directors will be appointed by the Governance Committee. The Associate Directors will serve a non-recurring one-year term on the board ~~beginning January 1, Associate Directors will be recruited from Valley of the Sun YMCA branch board members and other community members.~~ Associate Directors will be a non-voting members of the board and may be excluded from Board Executive Sessions. Associate Directors will not be included in board quorum counts. Associate Directors will have the same responsibilities as identified in Article IV unless otherwise identified or excluded by this section.
 - ARTICLE VI BRANCHES - ~~BOARDS OF MANAGEMENT~~ ADVISORY BOARDS AND ~~BOARD OF GOVERNORS~~ ADVISORY BOARD COUNCIL
 - Article VI Section 6.02 ~~Boards of Management~~ Advisory Boards. Each branch shall be governed by a branch ~~Board of Management~~ Advisory Board, which shall have power to establish rules and policies for the direction of the branch activities, subject to the approval of the Board of Directors and not in conflict with the Association's Articles of Incorporation, Bylaws, and general policies and regulations.
 - Article VI Section 6.03 ~~Board of Governors~~ Advisory Board Council. The ~~Board of Governors~~ Advisory Board Council shall serve as the body representative of the ~~Boards of Management~~ Advisory Boards of the Branches. It shall be used as a source of information on issues having a significant impact on Branch operations. ~~Representatives~~ Chairs or Chair-Elects from each branch ~~Board of Management~~ Advisory Board, ~~duly elected to represent a Board of Management~~ shall serve on the ~~Board of Governors~~ Advisory Board Council. The Advisory Board Council shall be chaired by a member of the Valley of the Sun YMCA Board of Directors, with the support of a Valley of the Sun YMCA staff member, ~~subject to the approval of the Board of Directors and not in conflict with the Association's Articles of Incorporation, Bylaws, general policies and regulations.~~
 - The proposed bylaw changes will be voted on by the board at the October 30, 2024, board meeting with at least 10 days' notice of the vote per our bylaws.



Valley of the Sun YMCA
Board of Directors
Wednesday, September 25, 2024
4:00 PM – 5:00 PM
MINUTES

FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

- Juli West presented information and called for approval on new board member candidates, John Ramirez and Norman Wright.

ACTION:

Ellen Hedlund moved to approve board of directors' class of 2027 candidates John Ramirez and Norman Wright to the board, Second by Bob Rice, Unanimously approved.

AUDIT RECOMMENDATION – JIM PITMAN

Jim Pitman presented information on the audit committee's recommendation for our next auditors, Key action items included;

- The audit committee accepted RFPs and held in-person presentations with three audit firms. The audit committee recommends staying with CBIZ for another three years. There will be a change in the staff from their firm who will work directly with us.

ACTION:

Matt Blair moved to approve the audit committee's recommendation of staying with CBIZ for three-years with a change in staff who provide direct service, Second by Aaron Lemke, Unanimously approved.

FINANCIAL DEVELOPMENT – JENNY HOLSMAN TETREAUULT

- Jenny Holzman Tetreault presented the 2025 Annual Campaign goal of \$2M.

ACTION:

Juli West moved to approve the 2025 Annual Campaign goal of \$2M as presented, Second by Kevin Phelps, Unanimously approved.

TITLE VI POLICY – JIM PITMAN

Jim Pitman reviewed the Title VI policy which requires approval from the board every three years, Key action items included;

- This policy is a requirement of accepting the Maricopa Association of Government Section 5310 Transportation Grant for the Y Outreach Program for Ahwatukee Seniors (YOPAS).

ACTION:

Jenny Holzman Tetreault moved to approve the Title VI policy presented, Second by Bryan Chapman, Unanimously approved.

OTHER/NEW BUSINESS – JIM PITMAN

The next meeting will be our Annual Meeting and will be held on Wednesday, October 30, 2024, 2:00 p.m. at the Legacy Foundation Chris-Town YMCA, 5517 N 17th Ave, Phoenix, AZ 85015.

ADJOURN – JIM PITMAN

With no further business, the meeting was adjourned by Jim Pitman at 4:41 p.m.

Respectfully submitted,

Aaron Lemke, Secretary