



Special Board of Directors Board Meeting Minutes

Tuesday, November 14, 2023 at 5:30 PM
at 2000 Texas, El Paso, TX 79901

Public	P/A/PY	Low Income Rep.	P/A/PY	Private	P/A/PY
Christina Sanchez	P	Marla Jo St. Leon	A	Fernando Escobedo, Jr.	P
Judge Nina Serna	A	Sylvia Carreon	P	Alberto Mesta, Jr.	A
Commissioner David Stout	PY	Laurencio Bosquez	P	Loren Cartagena	P
Senator César Blanco	PY	Luis Perez	P	Fred Perea	P

P=In Person, A=Absent, PY=Proxy

STAFF

Laura Ponce, Executive Director	Ema Marciscano, Community Services Manager
Andrea Cortez, Exec. Assistant & Outreach Coord.	Mike Martinez, Weatherization and Maintenance Manager
Jessie Vasquez, Housing Programs Manager	Kristy Gamble, Manager, Wipfli (Virtually)

GUESTS

Arely Villalobos, Office of Senator Blanco

Michael Drapes, Strickler and Prieto

Cynthia Renteria, Office of Commissioner Stout

PROCEEDINGS

- I. **Call to Order** – The meeting was called to order at 5:30 PM by Fernando Escobedo.
- II. **Certification of Quorum** – Quorum was certified by Andrea Cortez, Executive Assistant & Outreach Coordinator.
- III. **Public Comment** – There was no public comment.
- IV. **New Business:**
 - A. **None.**
- V. **Old Business:**
 - A. **Review and Approve the Project BRAVO Fiscal Year 2022 Form 990, per Organizational Standard 8.6:** Ms. Ponce provided background on how the FY2022 Form 990 was produced by Project BRAVO’s fiscal auditor, Strickler & Prieto, the Wipfli team, and Project BRAVO staff. Ms. Ponce stated that the Form 990 is due on November 15, 2023. Michael Drapes from Strickler & Prieto presented the Project BRAVO FY2022 Form 990 to the board. Mr Drapes answered questions from the board of directors related to details in the document. When asked about the status of the FY 2022 fiscal audit and if there were any material findings so far, Mr. Drapes stated that the Strickler & Prieto team had not identified any material changes so far. Kristy Gamble from Wipfli provided input on the role the company played in the creation of the Form 990. **Laurencio Bosquez made a motion to Approve the Project BRAVO Fiscal Year 2022 Form 990, per Organizational Standard 8.6. Luis Perez seconded the motion. The motion passed unanimously.**

VI. Adjourn to Executive Session:

This meeting is to be closed to review and discuss personnel matters under Tex. Gov't Code 551.074. Should any final action, decision, or vote be required in the opinion of the Board of Directors with regard to any matter considered in such closed meeting, then the Board may take action, decision, or vote on a matter posted for closed meeting when it reconvenes in open session.

There was no Executive Session.

VII. Community Updates: Laurencio Bosquez announced that his church, Montaña de Cristo, would continue its annual tradition of accepting toy and coat donations for orphan children in need in Mexico. Laurencio urged the board to make donations by the next board meeting on December 5. **No action was taken.**

VIII. Confirm Next Meeting Date/Time: The meeting was confirmed for Tuesday, December 5, 2023, at 5:30 PM at Project BRAVO's administrative offices at 2000 Texas Avenue.

IX. Adjournment: Fred Perea made a motion to adjourn the meeting. Sylvia Carreon seconded the motion. **The motion passed unanimously and the meeting was adjourned at 5:52 PM.**