



BOARD MEETING SUMMARY + MINUTES

HELD ON	Tuesday, March 6 th , 2026	START TIME	6:30 PM
AT	Provident on the Blue Hotel, Doral		
CALL TO ORDER BY	Rodolfo “ Rudy” Bustamante / Meeting Chair + Facilitator		
ATTENDANCE	Christine Bustamante Rudy Bustamante* Jacqueline Ceballos* Jorge Fernandez Susanna Goode * Wilma Nazario * María E. Ramos Marcel Rivas * Arquimedes Trujillo Rebeca C. Trujillo * *BOD	GUESTS: REMOTE: Lissete Hermida*	
ABSENCES	Frank Robleto*	QUORUM	Yes
READING OF MINUTES	Read by Rebeca C. Trujillo Rudy Bustamante presented the motion for the minutes to be approved. Wilma Nazario seconded >>> Vote — motion was APPROVED – U		

ORDERS OF BUSINESS

Rodolfo “Rudy” Bustamante — Meeting Chair + Facilitator

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OUT OF FOSTER FOUNDATION

A 501(c)(3) CHARITABLE ORGANIZATION WORKING TO MAKE THE ‘IMPOSSIBLE’ POSSIBLE
FOR OUR COMMUNITY’S FORMER FOSTER YOUTH

I. Summary

The meeting focused on organizing the Annual Meet + Greet event to fundraise and promote OOFF's programs for young adults who have aged out of the system, emphasizing the need for effective promotion and participation. Rebeca C. Trujillo proposed a theme for the event, "The Future Starts Here," using a custom image of young adults. The team discussed securing a keynote speaker, with Judge Marcia Caballero suggested. They also debated hiring a strategic planner, choosing Jennifer Flowers from New Jersey for \$6,000. The board approved a \$2,000 budget for promotional activities at a citrus graduation event. The meeting concluded with a plan to revise the bylaws, requiring 80% board approval.

II. Action Items

- Meet + Greet confirmed for Wednesday, May 13th at the Trump National Doral
- Compile a list of public officials who have been contacted about the meet-and-greets and gala, including those already spoken to, for use in future invitations and outreach.
- Confirm and secure Judge Marcia Caballero as the keynote speaker for the upcoming meet-and-greet event.
- Finalize selection of Jennifer Flowers from Accreditation Guru as the strategic planning consultant and schedule an in-person strategic planning session for the board on April 18, confirming travel arrangements and total cost within the available CRAF grant funds.
- Coordinate with the Citrus Communications contact to arrange an Out of Foster Foundation table and related promotion at the June 5 Miami Dade College graduation event, aligned with the CRAF grant outreach component.
- Allocate approximately \$2,000 from the CRAF grant toward community outreach activities for the organization, including potential participation at the June 5 Citrus graduation.
- Obtain current photos of the young adults who aged out of the foster care system, including securing any necessary photo release permissions, so they can be used in the new vertical invite and AV presentation for the meet-and-greet.

III. Achievements

- Received a \$12,000 grant from CRAF supporting planned activities
- Vote approved \$2,000 for Citrus graduation outreach table
- Rebeca created a themed vertical meet-and-greet invite design
- Rudy emphasized recruiting aging-out youth and donor-focused events
- Wilma noted need for keynote speaker and event organization support
- Marcel secured two strategic-plan consultant quotes and recommended one
- Christine described meet-and-greet as intimate, free, and interactive

IV. Priorities

- Planning meet-and-greet events emphasizing youth beneficiaries and donor recruitment
- Designing and distributing themed invites and AV presentation
- Securing a keynote speaker for meet-and-greet and gala
- Completing strategic planning using grant funds and consultant engagement
- Community outreach at Citrus graduation to promote scholarships

V. Challenges

- Need photo permissions before using youth photos in promotional materials
- Grant funding must match proposed budget; original grant allocation smaller
- Bylaws require high quorum percentage for amendments, causing uncertainty
- Consultant travel and fee costs may increase strategic-plan total
- Need to secure and possibly pay keynote speaker promptly

VI. Collaboration

- Coordinate Citrus communications for outreach table at graduation
- CRAF recommended one consultant for strategic planning
- Team to contact public officials and include them on invite lists

VII. Deliverables

- Strategic planning session scheduled for Saturday, April 18
- Citrus graduation outreach event targeted for Friday, June 5
- Meet-and-greet invite design and AV materials to be prepared before events
- Allocate \$2,000 from grant for Citrus outreach; vote completed

VIII. Company Updates

- Judge Marcia Caballero recently retired; prior involvement referenced
- Board roles, attendance, and voting eligibility discussed regarding bylaws
- Confirmation of \$12,000 grant receipt affecting planned activities

IX. Open Questions

- Finalize strategic-plan vendor, confirm fees, and travel costs

- Clarify grant budget allocations versus originally proposed items
- Secure keynote speaker and confirm payment terms
- Resolve bylaws amendment quorum requirements and amendment process
- Obtain photo permissions and finalize AV inclusion for youth

X. Planning for the Event and Participation

- Rudy Bustamante emphasizes the need to involve young men and women who have aged out of the system to participate in the event.
- Rebeca C. Trujillo discusses the theme for the Meet + Greet, "The Future Starts Here," and the use of a custom photo of young adults looking towards the sunrise.
- Rudy Bustamante suggests using real photos of the participants to show the authenticity of the event.
- Wilma Nazario mentions the need to ask for permission to take photos of the participants.

XI. Design and Promotion of the Event

- Rebeca C. Trujillo talks about the vertical invite design with information on the bottom and the inclusion of photos of the participants.
- Wilma Nazario and Rebeca C. Trujillo discuss the need for photos and the possibility of using older photos if new ones are not available.
- Rebeca C. Trujillo mentions speaking to public officials about the meet and greets and the gala.
- Rudy Bustamante and Wilma Nazario agree on the importance of having a keynote speaker for the event.

XII. Keynote Speaker and Event Logistics

- Marcel Rivas suggests Judge Marcia Caballero as a potential keynote speaker.
- Wilma Nazario and Marcel Rivas discuss the logistics of the event, including the need for a keynote speaker and the importance of publicity.
- Christine Bustamante and Wilma Nazario talk about the intimate setting of the event and the importance of prospective donors.
- Rudy Bustamante emphasizes the need to bring in new people and to make them understand the organization's purpose and mission.

XIII. Strategic Planning and Funding

- Marcel Rivas discusses the need for a strategic plan and the application for additional funding.
- Marcel Rivas mentions receiving a grant of \$12,000 from the CRAF Foundation, which includes funds for strategic planning.

- Two quotes from consultants for the strategic plan are discussed, with one being recommended by the CRAF Foundation and the other known to Marcel Rivas.
- Rudy Bustamante and Marcel Rivas discussed the cost and logistics of the strategic planning sessions.

XIV. Finalizing the Strategic Plan and Event Details

- Marcel Rivas provides details of the two consultants, including their costs and availability.
- Rudy Bustamante asks which consultant would be chosen if money was not a problem.
- Marcel Rivas recommends Jennifer Flowers from Accreditation Guru due to her familiarity with the organization and her lower cost.
- The board agrees to proceed with Jennifer Flowers for the strategic planning session.

XV. Budget and Fund Allocation

- Wilma Nazario confirms the availability of funds for the strategic plan and other activities.
- Marcel Rivas discusses the allocation of funds for community outreach and promotional activities.
- The board agrees to allocate \$2,000 for promotional activities at the citrus graduation event.
- Rudy Bustamante and Marcel Rivas discuss the need for a communication person from Citrus to help with the event.

XVI. Bylaws Revision and Meeting Conclusion

- Complete the revised bylaws document and present the proposed amendments to the full board at the next board meeting on Tuesday, May 5.
- Jorge Fernandez asks about the process for amending the bylaws.
- Wilma Nazario explains that 80% of the board is required to amend the bylaws.
- Rudy Bustamante confirms that the board has the necessary votes to proceed with the bylaws revision.

CLOSING

- **Next Board Meeting** is set for Tuesday, May 5th, 2026, at 6:30 pm.
- **Meeting Adjourned** at 8:00 pm.

MINUTES prepared/updated by Rebeca C. Trujillo, OOFF Board Secretary, on 04/20/2026