

**-CITY OF SAN MARCOS HUMAN SERVICES GRANT  
FY 2026-2027 APPLICATION**

**I. SUMMARY INFORMATION**

Please spell out organization name and program name completely, without acronyms.

Applicant Organization: San Marcos Youth Service Bureau, Inc

Contact Name, Title: Brenda Walsh, Executive Director

Telephone: 512-787-7278

Contact E-Mail Address: Brendathenutlady@gmail.com Website: www.ysb.org

Mailing Address: 2004-A Medical Parkway, San Marcos, TX 7666

Do you have a location in San Marcos where people can walk in and ask questions about the program? If so, what is the address? 2004-A Medical Parkway, San Marcos, TX 78666

Who is authorized to execute program documents? (Name, Title) Brenda Walsh, Executive Director

Program Name Teen Network

Amount of Funds Requested: 30,000.00

What percentage of the cost of this program is requested as funding through this application? 0.20

**II. SHORT ESSAY QUESTIONS**

**All questions must be answered. Please type your answers. Application evaluations will be based on, but not necessarily limited to the criteria stated in each section.**

**OVERVIEW**

1. Summarize the program for which funding is being requested, the services it provides, and the clients it serves.

The San Marcos Youth Service Bureau, (YSB) is a community-based program for youth ages 11-17 as part of the Teen Network Program. The goal of the program is to prevent delinquency through providing a safe environment after school and during the summer days when teens are most at risk for troubling behaviors or injury. By creating healthy surroundings with university mentors and outside agencies, YSB provides tutoring, educational workshops, recreational activities, responsibilities, life skills, and volunteer opportunities. In addition, we provide resume writing and job application training. YSB strives to encourage education, respect and instill exceptional character in our future leaders, neighbors and citizens.

## **COMMUNITY NEED AND JUSTIFICATION –20 POINTS**

*Evaluation: documentation and justification of the need for the program in the City of San Marcos.*

1. Describe in detail the need for this program in San Marcos.

YSB has been serving the community and its families for 50 years, free of charge. The need is more important than ever due to the expense of afterschool programs and summer programs ever increasing. The living wage in the area leaves many households to choose between healthy foods, affordable childcare, and basic needs for their families. Parents often are forced to leave their children alone while they are at work. Parents often are unable to find affordable tutoring and are unable to help their teens with their homework. Low-income family benefits are being stripped away.

2. Has the need for this program been increasing in recent years?

Teens are increasingly isolated, interacting only through their phones. They show little interest in human contact and have little ability to interact appropriately with others. Covid has had a significant impact on socialization. The soft skills that young people need to become employable and successful have become scarce. Financially speaking, it is and will continue to be more difficult for families to afford basic needs. The current economy shows no relief for working families in the coming years.

## **IMPLEMENTATION –15 POINTS**

*Evaluation:*

- *The application demonstrates that resources needed to manage the proposed program are available and ready.*
- *Applicant has clearly defined objectives focusing on results and measurable outcomes vs. only program activities descriptions and numbers served.*
- *Past performance of programs funded by Human Services Grants has met expectations.*

1. Are all resources in place to be able to implement this program? If not, what is missing?

YSB needs additional staffing as membership and operating hours increase in the summer.

2. What specific, measurable outcomes or results do you hope to achieve with this program?

Students continue their advancement and ongoing education, reducing the number of those who drop out of school, which in turn reduces their chance of encounters with law enforcement. An increased interest in volunteering to give back to the community, while also bolstering their resumes. Increased feelings of being part of the community. Our Mentorships from University Students will instill values of success and allow them a mentor closer to their age to provide advice and help them discover their immediate life goals and possible trajectories. They will make better decisions as teenagers and adults.

3. If funding is not available at the requested amount, what is the minimum Human Services Grant funding needed to be able to run this program?

\$22,000.00

### IMPACT AND COST EFFECTIVENESS –20 POINTS

#### Evaluation:

- *impact on the identified need*
- *implementation costs compared to impact*
- *use of available resources (financial, staff, volunteer)*
- *impact compared to other applicants*

1. Programs can provide value by deeply impacting the lives of a few, with effects that may ripple through generations, or by providing smaller but meaningful impact to a larger group. Describe in detail the impact this program will have on the identified need and on San Marcos residents.

The program allows an advantage in obtaining work due to better social skills and volunteer experiences. The ripple effects are apparent when past YSB youth are seen in the community helping others during disasters, taking their young children to volunteer where current YSB members are volunteering. YSB members continue to keep connected to YSB through volunteering in the communities where they live (booster clubs, team coaching, ongoing service with previous volunteer sites.) Past youth serve on HSAB Boards and are purchasing their first homes for their families and attending college. In 2024, 25 of our youth members received their Jr. Naturalist Gardening certificates. Additionally, .....

YSB also partners with Active Community Teen Program (ACT), which is an afterschool program available on specified days. This program serves youth who need to fulfill community service restitution (CSR) hours designated to them by the Juvenile Justice Court System. This program allows participants to engage in an environment which is positive, supportive, and will reduce the likelihood of recidivism. Interns and volunteers pursuing a career in social work gain required hours for classes. In addition, our Interns and volunteers earn hours towards their education in social work.

2. Briefly describe other funding sources, volunteers, or in-kind donations that will be used with this program.

The Burdine Johnson Foundation, civic organizations, faith-based organizations, individuals and our annual Chili cookoff (20 years and going). Our Board of Directors develops smaller fundraisers to support the program such as engaging with restaurants and music venues. Restaurants usually provide 20% of sales for the date of the event. Board members network with local musicians and music venues who participate at no charge and allow us to set up an informational and donation table. Many times, they allow us to request a suggested donation from patrons upon entry. In kind contributions include silent auction items for our cookoff, food and supplies for the program.

3. How many total annual unduplicated direct clients is this program expected to serve? What percentage will be San Marcos residents?

68%, others attend the local school district

4. Please list the agencies with which you partner to provide this program's services.

San Marcos Consolidated School District  
 Centro Cultural Hispano de San Marcos  
 San Marcos Discovery Center  
 ACAT  
 San Marcos Library  
 Texas State University  
 School fuel  
 City of San Marcos beautification program – Discovery Center  
 The McCoy's School of Business  
 Many other TxST University departments

### COMMUNITY SUPPORT – 15 POINTS

#### Evaluation:

- *A minimum of three letters of reference that indicate strong local support for the program and the agency's ability to implement it as described in the application. Letters must be in support of the specific program requesting funding, not the agency as a whole. Letters will preferably be from San Marcos residents as well as direct clients of the program.*
- *Evidence that volunteers play a vital role in the program or agency's operation.*
- *Evidence that board members are actively involved in and supportive of the agency*

1. What actions do Board members take to support the programs of the agency?

Our Board members schedule monthly meetings, substitute for the director to supervise the youth if needed, participate in community events such as summer in the park, local parades, and all fundraisers. They verbally promoted the program and have helped search for a new location and physically moved the agency, twice. They have provided auto repair and document destruction. One member has been a regular volunteer for over 19 years.

2. Briefly describe the number and role of volunteers in the program or agency's operation.

During the Spring semester we had 13 volunteers who committed a minimum of 50 hours. Their main function was to mentor the youth and work on our main fundraiser (Chili Cookoff). Many put in additional hours and recruited other individuals to help. They assist in keeping records and develop a class to teach our youth. Our interns from Texas State University, along with several volunteers, gained hours required for a degree in social work, and received documentation and reviews required by their professors. The chili cookoff had a minimum of 150 working volunteers, this included 3 former YSB members who are now adults. These numbers do not include the various volunteers who come to the program to educate and work with the youth or the previous semester. Our volunteers are very resolute and will work hard to support YSB. Volunteers often return later in their educational courses to continue to support YSB.

Assist in coordinating records volunteers often return later in their education courses in of support YSB.

## COUNCIL PRIORITIES - 20 POINTS

1. How long has this program served San Marcos residents? (10 points if at least 2 years)

Last year was our 50th year. YSB began serving the Victory Gardens neighborhood in 1975. The organization with Margie Hernandez later acquired their non-profit status in 1979. Judge Hernandez as well as Ms. Ollie Giles held Board Positions until just before their deaths. YSB now serves youth primarily located in the city of San Marcos, instead of one neighborhood, and will accept clients elsewhere in Hays County.

2. In what ways does your agency actively conduct outreach to engage San Marcos residents in its programs and services? How will San Marcos residents access those services? (up to 10 points)

3. YSB has attended Party in Your Park, Concerts in the Park (COSM REC Dept), participated in the Madi Gras Parade and Mermaid Parade, hosting an annual Chili Cookoff that draws hundreds of community members as a Tolbert Sanctioned event, as well as online outreach. Additionally, part of our Cookoff is a silent auction where businesses large and small are contacted for auction items or sponsorships and are made aware of YSB and its services. Additionally, we have partnered with SMCISD, and they have our brochures and applications forms available to their School Counselors so they can refer students to our program. Youth need only fill out an application to join YSB. We talk to many parents at public events and give them a paper copy of the application. We promote joining YSB online and contact homeschooling groups about the option for our program. YSB assisted in holding 2 events regarding human trafficking for the community, and attends library events, parent information programs for the school district and its announcement pages.

## RISK - 10 POINTS

1. How many years' experience does the agency have in implementing a program of this size and complexity? (5 points if more than 5 years)

21+ years

2. What percentage of the program's funding is non-City? (5 points if at least 50%)

67%

## III. FUNDING RESTRICTIONS

**By signing this application I certify the following to be true:**

1. All Human Services Grant funding will be spent on San Marcos residents, except for school-based programs, in which case it may be spent within the San Marcos Consolidated Independent School District boundary.
2. Funding requested is not more than 50% of the total funding for the agency.
3. Funding will not be used to fund more than 20% of a full time position.
4. Agency has been in existence for at least 2 years. (This can include serving communities other than San Marcos.)

**SUBMITTAL APPROVED BY:**

Brenda Walsh

Signature

3-7-21

Date

Brenda Walsh

Printed Name

Executive Director

\_\_\_\_\_

Title

**San Marcos Youth Service Bureau, Inc.**

**FY 2026-2027**

**REVENUES**

**FY 2026-2027**

**EXPENSES:**

BUDGET	2026 2027	Cululative YTD Quarter Ending
	<b>INTERGOVERNMENTAL FUNDS</b>	
LOCAL		
CITY OF SAN MARCOS	\$15,000	
COUNTY	\$13,500	
OTHER United Way	\$10,000	
<b>STATE:</b>		
<b>FEDERAL:</b>		
<b>TOTAL INTERGOVERNMENTAL FUNDS</b>	<b>\$38,500</b>	
<b>NON GOVERNMENTAL FUNDS</b>		
<b>UNITED WAY HAYS COUNTY</b>		
(Teen Network)	\$8,000	
(Active Community Teens)	\$8,000	
UNITED WAY-OTHER	\$1,000	
<b>CHURCH AFFILIATED GRANTS</b>	\$250	
<b>FOUNDATION GRANTS</b>	\$30,000	
<b>CIVIC GRANTS</b>	\$3,000	
<b>INDIVIDUAL CONTRIBUTIONS</b>	\$4,000	
<b>CLIENT FEES</b>		
<b>FUNDRAISING ACTIVITIES</b>	\$22,000	
<b>CORPORATE DONATIONS</b>	\$3,000	
<b>TOTAL NON-GOVERNMENTAL</b>	<b>\$79,250</b>	
<b>TOTAL REVENUES</b>	<b>\$117,750</b>	

BUDGET	2026-2027	Cululative YTD Quarter Ending
<b>PERSONNEL SERVICES</b>		
SALARIES	\$50,000	
FRINGE/WORKERS COMP	\$4,000	
BOARD OF DIRECTORS INSURANCE	\$1,000	
ACCOUNTING/TAX FEES	\$6,100	
TRAINING	\$3,100	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$64,200</b>	
<b>CONTRACTUAL SERVICES</b>		
RENTAL OF FACILITIES	\$37,060	
RENTAL OF EQUIPMENT	\$220	
MAINTENANCE & REPAIR	\$100	
UTILITIES	\$2,825	
POSTAGE	\$90	
ADVERTISING/MARKETING	\$3,000	
PRINTING/COPYING	\$250	
OTHER - Communications	\$1,100	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$44,645</b>	
<b>MATERIALS &amp; SUPPLIES</b>		
OFFICE SUPPLIES		
JANITORIAL SUPPLIES	\$100	
FOOD	\$300	
MOTOR FUEL & LUBRICANTS	\$400	
PROGRAM SUPPLIES	\$3,950	
FUNDRAISING SUPPLIES	\$2,175	
AUTO	\$240	
AUTO INSURANCE	\$300	
OTHER COSTS	\$1,440	
<b>TOTAL MATERIAL &amp; SUPPLIES</b>	<b>\$8,905</b>	
<b>CAPITAL OUTLAY</b>		
<b>TOTAL EXPENSES</b>	<b>\$117,750</b>	

**San Marcos Youth Service Bureau, Inc.**

**FY 2027-2028**  
**REVENUES**

**FY 2027-2028**  
**EXPENSES:**

BUDGET	2027 2028	Cululative YTD Quarter Ending
<b>INTERGOVERNMENTAL FUNDS</b>		
LOCAL		
CITY OF SAN MARCOS	\$15,000	
COUNTY	\$13,500	
OTHER United Way	\$10,000	
<b>STATE:</b>		
<b>FEDERAL:</b>		
<b>TOTAL INTERGOVERNMENTAL FUNDS</b>	<b>\$38,500</b>	
<b>NON GOVERNMENTAL FUNDS</b>		
<b>UNITED WAY HAYS COUNTY</b>		
(Teen Network)	\$8,000	
(Active Community Teens)	\$8,000	
UNITED WAY-OTHER	\$1,000	
<b>CHURCH AFFILIATED GRANTS</b>	\$250	
<b>FOUNDATION GRANTS</b>	\$30,000	
<b>CIVIC GRANTS</b>	\$3,000	
<b>INDIVIDUAL CONTRIBUTIONS</b>	\$4,000	
<b>CLIENT FEES</b>		
<b>FUNDRAISING ACTIVITIES</b>	\$22,000	
<b>CORPORATE DONATIONS</b>	\$3,000	
<b>TOTAL NON-GOVERNMENTAL</b>	<b>\$79,250</b>	
<b>TOTAL REVENUES</b>	<b>\$117,750</b>	

BUDGET	2027-2028	Cululative YTD Quarter Ending
<b>PERSONNEL SERVICES</b>		
SALARIES	\$50,000	
FRINGE/WORKERS COMP	\$4,000	
BOARD OF DIRECTORS INSURANCE	\$1,000	
ACCOUNTING/TAX FEES	\$6,100	
TRAINING	\$3,100	
<b>TOTAL PERSONNEL SERVICES</b>	<b>\$64,200</b>	
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<b>CAPITAL OUTLAY</b>		
<b>TOTAL EXPENSES</b>	<b>\$117,750</b>	

**Table for use of HSAB Funding**

Rental Facilities	\$25,000.00
Seasonal/hourly volunteers	5000

YSB BOARD MEMBER AND STAFF ROSTER 2026

Name	Adress	title
Melissa Derrick	[REDACTED] San Marcos, TX	President
Miriam Barrientos	[REDACTED], New Braunfels, TX	Secretary
Drew Kellner Cronin	[REDACTED] San Marcos, TX	
Casey Cronin	[REDACTED] San Marcos, TX	
Dan Huebner	[REDACTED], San Marcos, TX	Treasurer
Julie Hollar	[REDACTED], San Marcos, TX	
Monique Tschurr	[REDACTED], San Marcos, TX	
Laura Mason	[REDACTED], San Marcos, TX	

**YSB STAFF**

Brenda Walsh	[REDACTED] San Marcos, TX	Executive Director
Noah Herring	[REDACTED], San Marcos, TX	Director

Return of Organization Exempt From Income Tax

2023

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form, as it may be made public.

Go to www.irs.gov/Form990EZ for instructions and the latest information.

Open to Public Inspection

Department of the Treasury Internal Revenue Service

A For the 2023 calendar year, or tax year beginning Sep 1, 2023, and ending Aug 31, 2024

B Check if applicable: [ ] Address change [ ] Name change [ ] Initial return [ ] Final return/terminated [ ] Amended return [ ] Application pending
C Name of organization: San Marcos Youth Service Bureau, Inc.
D Employer identification number: 74-2194683
E Telephone number: 5123965437
F Group Exemption Number

G Accounting Method: [X] Cash [ ] Accrual Other (specify):
H Check [ ] if the organization is not required to attach Schedule B (Form 990).

I Website: www.ysb.org

J Tax-exempt status (check only one) - [X] 501(c)(3) [ ] 501(c) ( ) (insert no.) [ ] 4947(a)(1) or [ ] 527

K Form of organization: [X] Corporation [ ] Trust [ ] Association [ ] Other:

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B)) are \$500,000 or more, file Form 990 instead of Form 990-EZ. \$ 115,111.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I)
Check if the organization used Schedule O to respond to any question in this Part I [X]

Table with 3 columns: Line number, Description, and Amount. Rows include Revenue (1-9), Expenses (10-17), and Net Assets (18-21). Total revenue is 112,558 and total expenses are 70,288.

**Part II Balance Sheets** (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year	(B) End of year
<b>22</b> Cash, savings, and investments . . . . .	26,015.	<b>22</b> 60,870.
<b>23</b> Land and buildings . . . . .		<b>23</b>
<b>24</b> Other assets (describe in Schedule O) . . . . .	500.	<b>24</b>
<b>25</b> <b>Total assets</b> . . . . .	26,515.	<b>25</b> 60,870.
<b>26</b> <b>Total liabilities</b> (describe in Schedule O) . . . . .	0.	<b>26</b> 0.
<b>27</b> <b>Net assets or fund balances</b> (line 27 of column (B) <b>must</b> agree with line 21) . . . . .	26,515.	<b>27</b> 60,870.

**Part III Statement of Program Service Accomplishments** (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? See Part III Stmt

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

**Expenses**  
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

<b>28</b> <u>Provide service to promote healthy development for at risk youth ages 11-17 years.</u>		
(Grants \$ <u>0.</u> ) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>28a</b>	44,587.
<b>29</b> _____		
(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>29a</b>	
<b>30</b> _____		
(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>30a</b>	
<b>31</b> Other program services (describe in Schedule O) . . . . .		
(Grants \$ _____ ) If this amount includes foreign grants, check here <input type="checkbox"/>	<b>31a</b>	
<b>32</b> <b>Total program service expenses</b> (add lines 28a through 31a) . . . . .	<b>32</b>	44,587.

**Part IV List of Officers, Directors, Trustees, and Key Employees** (list each one even if not compensated—see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC/1099-NEC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
<u>Joshua Lacquete</u> President-on medical leave	0.00	0.	0.	0.
<u>Shaun Shaver</u> Secretary	15.00	0.	0.	0.
<u>Miriam Barrientos</u> Member	15.00	0.	0.	0.
<u>Casey Cronin</u> Member	2.00	0.	0.	0.
<u>Drew Keller-Cronin</u> Member	2.00	0.	0.	0.
<u>Melissa Derrick</u> Member-Acting President	1.00	0.	0.	0.
_____				
_____				
_____				
_____				
_____				
_____				

## NON-DISCRIMINATION POLICY STATEMENT

The YSB will not discriminate against any employee or applicant for employment because of race, religion,

color, sex, age, handicap, or national origin. All decisions regarding hiring and promotion will be made on the

basis of individual qualifications related to requirements of the position. YSB will take affirmative action to

ensure that applicants are employed, and related during their employment, without regard to their race, religion,

color, sex, age, handicap, or national origin. Such action shall include, but not be limited to the following:

employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination,

rates of pay or other compensation, and selection of training.

YSB shall ensure that no person or group of persons is restricted from receiving the same services or the same

quality of services available to others.

Samantha Saenz  
Marla's Place Bilingual Resource Advocate



March 2<sup>nd</sup>, 2026

To Whom It May Concern,

I am honored to provide my strongest recommendation in support of the San Marcos Youth Service Bureau and its application for grant funding. I began my involvement as a volunteer and later served as the Assistant Program Director from June 2021 through December 2023. During that time, I witnessed firsthand the profound and lasting impact YSB has on youth and families in our community.

For many years, YSB has been a steady and trusted presence for young people who need structure, mentorship, and opportunity. The organization provides a safe, supportive environment where youth develop confidence, resilience, and leadership skills. For many participants, YSB offers access to experiences they might not otherwise have.

The summer program is the heart of YSB's work. Youth engage in structured activities that blend recreation, education, and character development. Weekly visits to the city pool and outings to Landa Park promote teamwork and wellness. During my time with YSB, participants completed a hands-on STEM project in which they designed and built a treehouse, learning planning, measurement, collaboration, and problem-solving skills. Youth also volunteered at the San Marcos Discovery Center and at local nursing centers, building environmental awareness and engaged in meaningful community service. Camping trips, state park visits, and science-based activities, including bird watching, plant exploration, and hands-on experiments, further reinforced experiential learning and encouraged personal growth.

YSB also serves as a valuable training ground for students from Texas State University who are preparing for careers in education, social work, counseling, and nonprofit leadership. Through internships and volunteer roles, these students gain practical hands-on experience that strengthens the future workforce of our community.

Despite its longstanding success, YSB is currently facing significant funding challenges that limit outreach and reduce its ability to connect with families who could benefit most from its services. Increased funding would directly expand access, strengthen programming, and ensure sustainability.

I have seen youth grow from hesitant participants into confident leaders. I have seen staff consistently create a space where every child feels valued and capable. YSB changes lives, and its impact extends far beyond a single program season.

I strongly and wholeheartedly recommend YSB for grant funding consideration. An investment in YSB is an investment in the future of our community's youth. Please do not hesitate to contact me should you require any additional information that may assist in your review.

Respectfully,  
Samantha Saenz



**Listen. Believe. Support.**

April 23, 2025

To whom it may concern,

Hello, my name is Jaelyn Robertson and I am a student at Texas State University currently majoring in Social Work.

This Spring I have had the opportunity to volunteer at the San Marcos Youth Service Bureau (YSB) to gain experience for one of my classes. While volunteering, I got to meet the students that go here after school. I helped in many different ways including tutoring and mentoring the students while also teaching them valuable knowledge by answering any appropriate questions they had.

I think that YSB should continue helping students both high school and college as it's benefits are helpful to the students that come here. The tutoring provided by the college students helps the high school students keep up their grades and even improve over the year. The questions that the college students answer help guide the younger ones down the right path to help finish high school and may even motivate them to go to college. The benefits for the college students are that they gain valuable knowledge while pursuing their education that may potentially lead to a fulfilling career.

Thank you for your time and consideration in helping the San Marcos Youth Service Bureau continue it's journey in helping students on their academic journey.

Thank you,

Jaelyn Robertson

o [REDACTED]

Social Work Major

Texas State University

A handwritten signature in black ink, consisting of two distinct, stylized characters or initials, positioned above a horizontal line.

To whomever it may concern,

My name is Lela McCaskill. I am a senior at Texas State University, and I am a psychology major with a minor in social work. I volunteered at the Youth Service Bureau this past semester for my social work class *Social Services in the Community*. I enjoyed my volunteer experience at the Youth Service Bureau and loved all the work I was able to do. My volunteer work consisted of spending time with the kids by playing games or helping them with their homework. We would go out into the community to different events to help as well. I spent time at the Rise Against Hunger event packing meals that were going to be sent out to an impoverished country. I helped pack after school meals at School Fuel. This volunteer experience taught me a lot and how one person can make a difference in changing someone's life. I am so grateful I was given the opportunity to volunteer here.

Sincerely,

Lela McCaski

## **Final Performance Report for 2025 HSAB Funding**

Youth planted raised gardens outside of our rental building and took responsibility for their care as part of STEAM Programming. STEAM refers to integrating science, technology, engineering, arts and mathematics, which teach critical thinking, problem-solving, and innovation. They regularly attended.

The participated in art programs at Centro Cultural Hispano de San Marcos and assisted in holding 2 events regarding human trafficking for the community. They also attended library events and parent information programs for the school district and its announcement pages. In 2024, 25 of our youth members received their Jr. Naturalist Gardening certificates and volunteered at the Discovery center for the city's beautification program. They also volunteered for School Fuel. In addition, our Interns and volunteers earned hours towards their education in social work.





*"To empower the youth of San Marcos and Hays County communities  
to become contributing members of society as adults"*

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**San Marcos Youth Service Bureau, Inc.**

**2004B Medical Parkway, San Marcos, Texas 78666**

### **BOARD OF DIRECTORS INTEREST FORM**

The San Marcos Youth Service Bureau, Inc. (Board) supports the work of the San Marcos Youth Service Bureau (YSB) and provides leadership and strategic governance. Board members are familiar with, oversee and approve all policies of the San Marcos Youth Service Bureau, participate in strategic planning, and stay familiar with YSB's programs and services.

#### **Board member responsibilities include, but are not limited to:**

- Leadership, governance, and oversight of San Marcos Youth Service Bureau, Inc.
- Supporting the mission of the YSB and committing to advocating for the agency in the community.
- Developing and implementing the YSB's strategic plan.
- Reviewing outcomes and agreed upon metrics for evaluating the impact of the YSB, and regularly measuring its performance and effectiveness using those metrics.
- Reviewing agendas and supporting materials prior to Board and committee meetings.
- Approving the YSB's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities.
- Shall care for property and funds and refer all legal matters concerning property owned by the Director of Center.
- Contributing to an annual performance evaluation of the Executive Director.
- Recruiting potential Board members to fill vacancies on the Board.
- Ensuring that Board resolutions are carried out.
- Serving on committees or task forces and taking on special assignments.
- Agreeing to respect the dignity and privacy of all persons affiliated with YSB; safeguarding the confidentiality of YSB's clients, staff, and volunteers.
- Complying with the provisions of YSB's Bylaws and working with the board to bring any areas of concern into compliance.

## **Fundraising/volunteer work**

- Board members should consider YSB a philanthropic priority. So that YSB can credibly solicit contributions from foundations, organizations, and individuals, each Board member is expected to make an annual contribution to YSB at a personally meaningful level.
- Board Members are expected to make a good faith effort to support the fundraising goals of San Marcos Youth Service Bureau, which may include among other things, suggesting potential donors and contacting some, making calls and sending thank you letters, and actively engaging in planning and attending fundraising activities.
- In addition, Board Members are asked to do volunteer work at or on behalf of the YSB, as the need arises and the schedule permits.

## **Board terms/participation**

- Board interest forms are accepted at any time. Board Members are elected in October to serve a two-year term and are eligible to serve for two full terms. If there is a vacancy on the board, the Board may choose to elect a replacement board member to complete an unexpired term.
- Board members must meet the Board meeting attendance requirements set forth in the Bylaws, attend an annual workshop and attend committee meetings. Any board member who misses three consecutive meetings without excuse becomes inactive and is eligible for removal from the board with written notice.

Service on the Board is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board Members' duties.

**To express interest in continuing to serve on the San Marcos Youth Service Bureau's Board, or to begin to serve, please complete the attached form and return it to San Marcos Youth Service Bureau ATTN: Nominating Committee.** Your interest form will be reviewed by the Nomination's Committee and, as appropriate, referred to the overall board for consideration as a possible member for the San Marcos Youth Service Bureau's Board of Directors.

Thank you for your ongoing support of YSB as we empower the youth of our community!

San Marcos Youth Service Bureau Board of Directors Nominating Committee,

Julie Hollar, Executive Director



*"To empower the youth of San Marcos and Hays County communities  
to become contributing members of society as adults"*

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**San Marcos Youth Service Bureau, Inc.**

**2004-B Medical Parkway, San Marcos, Texas 78666**

**San Marcos Youth Service Bureau Board Member Interest Form**

**Date:**

**Name:**

**Address:**

**Phone:**

**Email Address:**

**Preferred Form of Contact (Phone, Mail, Email): Phone**

**Current position and employer:**

**Please describe your relevant experiences and/or employment. You may also attach a resume.**

**Please describe the area of expertise/contribution you feel you can make to further the mission:**

**Please list prior experience serving as a Board member for other non-profit organizations:**

**What other volunteer commitments do you currently have?**

**I represent the following role(s) as a YSB Board Member** as outlined in the bylaws.  
*You may select more than one if it applies*

\_\_\_ **Constituency Served**

Board Member representing a constituency served: i.e. from the primary geographic neighborhoods, economic levels and racial/ethnic groups served. These members must be low income or represent organizations that primarily serve low-income individuals and/or families.  
*Please briefly describe how you represent a constituency served.*

\_\_\_ **Education**

Board Member who is an active or previous member of an educational system  
*Where is/was your position held?*

\_\_\_ **Community-at-Large**

Board Member from the community-at-large, selected for specific professional expertise, organizations connections, and other leadership needed i.e., financial, legal.

*Please briefly describe your specific professional expertise, organizations connections, and other leadership you bring to the YSB Board.*

**The YSB Board of Directors typically meets on the Second Thursday of every other month at 6:30 p.m. The Meeting generally lasts about one (1) hour. Do you have any standing commitments that create a scheduling conflict for you?**

Yes       No

**Why are you interested in serving as a Board member for the San Marcos Youth Service Bureau?**

**Please share any other information you feel important for consideration of your application to serve as a YSB Board member.**

Return this interest form to **San Marcos Youth Service Bureau,**  
**ATTN: Nominating Committee,**  
**2004B Medical Parkway, San Marcos, TX 78666**  
or scanned and sent to [julie@ysb.org](mailto:julie@ysb.org) cc: [staff@ysb.org](mailto:staff@ysb.org)

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**For Board Use (*Action Taken & Date*)**

*[rev 3/24]*