

New Opportunities, Inc.
Board Meeting

MINUTES

Thursday, December 9, 2010
1:00 p.m.

- I. Meeting was called to order by Chairperson Eugene Meiners at 1:15 p.m.
 - A. Welcome and Introductions

Present: Eugene Meiners, Rick Hecht, Bart Thoreson, Mary Jane Fields, Mark Hanson, Betty Weidert, Shirley Keenan, Bruce Nelson, Tom Heater and Robert McKone.

Excused: James Petersen, Gary Nicholson, Kathy Brenney, Kay Steddom, Christopher Warneka, Kyle Orris

Staff Present: Chad Jensen, CEO; Sheri Mertz, CFO; Carla Morrow, HR Director
 - B. Chad asked the Board of Directors to add the agenda item CSBG Fiscal Year 10 extension. Motion was made to add agenda item by Rick Hecht and seconded by Bruce Nelson. Motion carried.
 - C. A motion was made for the approval of board minutes for October 28, 2010 by Mary Jane Fields and seconded by Robert McKone. Motion carried.
 - D. Motion was made to approve the Fiscal Year 10 extension for Community Services Block Grant by Bruce Nelson and seconded by Tom Heater. Motion carried.
- II. CFO Reports – Sheri Mertz
 - A. Sheri presented to the Board a chart summarizing the activity for American Recovery and Reinvestment Act (ARRA) funds as of November 2010 for the following programs: Weatherization and Homeless Prevention and Rapid Rehousing (HPRP). Continuance of CSBG funded services was discussed. It was noted that all homes are to be completed by December 2011. There are budgeted amounts for training and technological support.
 - B. Sheri discussed with the board the financial reports ending October 31, 2010. There was a general discussion of various line items. Facility costs

notation that a large portion is attributed to the new building for the Head Start and Family Development Center in Carroll. A motion was made to approve the financial reports ending October 31, 2010 by Bruce Nelson and seconded by Tom Heater. Motion carried.

- C. Sheri informed the Board that the Finance Committee met on December 6th, 2010 to finalize the FY11 Budget. Discussion commenced regarding a 4% raise for the staff excluding Head Start and Early Head Start staff in light that they received a raise last fiscal year. Chad presented information on increased client numbers for the majority of our programs in light of current economic hardships. Motion was made to approve the FY11 Agency Wide Budget as presented by Shirley Keenan, seconded by Betty Weidert. Motion carried with Rick Hecht and Mark Hanson voted against the approval of 4% raise portion.

III. CEO Reports – Chad Jensen

- A. Chad informed the board that the Executive Committee met on December 6th at 11:30 a.m. and that the following items need to be ratified by the Board of Directors: (1) Approval of CDBG draw request for payment #9 for Bidding Construction. The motion was made to ratify the Executive Committee's action by Mary Jane Fields and seconded by Tom Heater. Motion carried.
- B. Gene and Sheri presented the October 25, 2010 Head Start Policy Council minutes, the October 2010 Head Start/Early Head Start Program Report, and the Head Start Financial Summary for the period December 2009 thru October 2010 with the Board.
- C. Motion to Approve of the Community Services Block Grant Contract #CSBG-11-14 was made by Rick Hecht and seconded by Shirley Keenan. Motion carried.
- D. Motion to approve the Community Services Block Grant (CSBG) Annual Report was made by Mark Hanson and seconded by Bruce Nelson. Motion carried.
- E. Iowa Department of Human Rights Correspondence LiHeap program review and Weatherization program review.
- F. Fiscal Monitoring Review Weatherization program and LiHeap Program.
- G. Chamber Coffee previously scheduled for January 7th has been cancelled

IV. Additional Notations

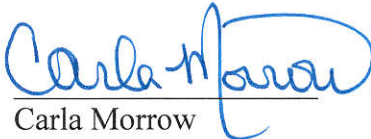
- A. Gene Meiners thanked all board members for completing Chad Jensen, CEO evaluations and sending them in.

- B. Thank you to Board Members Jim Peterson and Bruce Nelson as they are going off of the New Opportunities, Inc. Board of Directors.

V. Adjournment


- A. A motion was made at 2:15 p.m. by Bruce Nelson to adjourn the meeting. Mary Jane Fields seconded the motion. Motion carried.

Respectfully submitted,



Carla Morrow
Board Recorder

Respectfully submitted,



Eugene Meiners
Board President