

New Opportunities, Inc.
Board Meeting in Person or Via ZOOM

MINUTES

Thursday, December 7, 2023
4:00 p.m.

I. Recognition and Congratulations to Jeff Cayler (6 Years) of service on the Board of Directors.

II. Meeting was called to order by Board President Eugene Meiners at 4:00 p.m.

A. Welcome and Introductions

Present: **VIA-ZOOM:** Jon Hays, Eugene Meiners, Peg Hamilton, Jeff Cayler, Dan Benitz, Erica Burris, Mike Fischer, Terry Striegel, Cindy Wallace, Tim Farmer, Carl Legore, Denis James, Jerome Kuster, and Carolyn Masters.

Excused: Heath Hansen, Mark Hanson, Kim Denman, and Deb Lightner.

Staff Present: Chad Jensen, CEO; Sheri Mertz, CFO

B. A motion was made for the approval of the October 26, 2023 Board Minutes by Dan Benitz and seconded by Denis James. (J.D. Kuster absent for vote) Motion carried.

III. CFO Reports – Sheri Mertz

A. Sheri presented to the Board the financial reports ending October 31, 2023. There was general discussion of various line items. A motion was made to accept the financial reports ending October 31, 2023, by Jeff Cayler and seconded by Tim Farmer. (J.D. Kuster absent for vote) Motion carried.

IV. CEO Reports – Chad Jensen

A. Gene, Chad, and Sheri presented a Policy Council update to the Board:

- a. HS/EHS October 2023 Financials.
 1. All charge account activity for October 2023.
- b. CH Grant (07CH010517) Year 5: No cost extension budget Revision:
 1. A motion was made to approve the revision moving the one-year reserve for State Unemployment from Fringe and Indirect to the

Other budget category by Denis James and seconded by Carolyn Masters. (J.D. Kuster absent for vote) Motion carried.

- c. Policy Council Minutes October 17, 2023
- d. October 2023 HS/EHS Program Reports.
- e. School Readiness Plan for Fall
- f. HS/EHS Selection Criteria:
 - 1. A motion was made by Mike Fischer and seconded by Denis James to approve the Selection Criteria. (J.D. Kuster absent for vote) Motion carried.
- g. 2022-2023 HS/EHS Annual Report

B. Chad presented to the Board an Amendment to the Corporate By-Laws:

Add to Article 3-

B. Extended term limits for low-income representative, private sector, community group and/or organizations representative. Notwithstanding the limitations of serving up to (3) terms, a board member serving from this category may continue to serve additional terms upon a two-thirds affirmative vote of the remaining members of the Board of Directors.

A motion was made by Carl Legore and seconded by Peg Hamilton to approve this Amendment. Board Chair Eugen Meiners asked for a roll call vote:

Jon Hays - Aye
Eugene Meiners – Aye
Peg Hamilton – Aye
Jeff Cayler – Aye
Dan Benitz – Aye
Erica Burris – Aye
Mike Fischer – Aye
Terry Striegel – Aye
Cindy Wallace – Aye
Tim Farmer – Aye
Carl Legore – Aye
Jerome Kuster – Aye
Denis James – Aye
Carolyn Masters – Aye

Motion Carried.

C. Chad presented to the Board the following board members to serve an additional term (2 Years):

- a. Carolyn Masters
- b. Peg Hamilton
- c. Terry Striegel
- d. Cindy Wallace
- e. Tim Farmer

A motion was made by Mike Fischer and seconded by J.D. Kuster to Present the above list of nominees for approval. All voted Aye. Board Chair Meiners then asked for a separate vote on each member. All voted Aye, motion carried.

D. Chad presented to the Board the 2024 Tentative Board of Directors Meeting dates.

E. Approval of Recent Contracts:

- a. Community Services Block Grant (CSBG-24-01) Contract:
A motion was made to approve the CSBG-24-01 contract by Carolyn Master's and seconded by Jeff Cayler. Motion carried.
- b. Iowa CSBG Program – Designation of Signatories:
A motion was made to approve the designation of signatories by Terry Striegel and seconded by Carl Legore. Motion Carried.
- c. Low-Income Home Energy Assistance Program (LIHEAP-24-01)
A motion was made to approve the LIHEAP-24-01 Contract by J.D. Kuster and seconded by Dan Benitz. Motion Carried.

F. Sharing a Success Story. Chad shared a recent survey that the Behavioral Health Department completed in regard to their clients / patient's satisfaction of services. Very positive results.

G. Chad handed out to the Board the following correspondence/information:

- a. DOE-23-01 Weatherization Assistance Amendment 8
- b. The Royal Throne


H. CEO Performance Review and Compensation Package

- a. A motion was made by Carolyn Masters and seconded by Terry Striegel to go into closed session at 4:51 PM. Motion Carried.
- b. A motion was made by Dan Benitz and seconded by Carl Legore to come out of closed session at 4:59 PM. Motion carried.
- c. A motion to approve the CEO Performance Review and Compensation Package was made by Dan Benitz and seconded by Carl Legore. Motion carried.

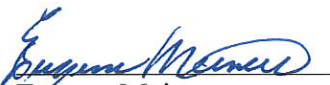
V. Adjournment

A. A motion was made at 5:00 P.M. by Jeff Cayler to adjourn the meeting. Denis James seconded the motion. Motion carried.

Respectfully submitted,


Chad Jensen
CEO

Respectfully submitted,


Eugene Meiners
Board President

