

New Opportunities, Inc.
Board Meeting

MINUTES

Thursday, March 1, 2018
4:00 p.m.

I. Meeting was called to order by Board President Eugene Meiners at 4:06 p.m.

A. Welcome and Introductions

Present: Jon Hays, Eugene Meiners, Joyce Morris, Jeff Cayler, Teresa Mobley, Terry Striegel, Tim Farner, Carl Legore, Carolyn Masters, Tom Rutledge, Mark Hanson, and Gary VanAernam.

Excused: Tom Contner, Peg Hamilton, Rick Hecht, Cindy Wallace, and Chuck Yanders. Chad Jensen was not able to attend the meeting due to a family medical emergency.

Staff Present: Sheri Mertz, CFO; Jenni Schlichte, Board Recorder

B. A motion was made for the approval of the January 25, 2018 Board Minutes by Carl Legore and seconded by Joyce Morris. Motion carried.

II. CFO Reports – Sheri Mertz

A. Sheri presented to the Board the financial reports ending January 2018 and the Annual 990, Return of Organization Exempt Income Form. She noted the reporting period for the 990 is Fiscal Year 2017. There was a general discussion. A motion was made to accept the financial reports ending January 2018 and the FY17 (2016) 990 by Jeff Cayler and seconded by Mark Hanson. Motion carried.

B. Sheri discussed the bid process for the Annual Agency audit. She noted audit bids are required every 5 years. The last bid process was for FY13 – FY17. In FY13 only two bids were received. She noted due to the unique complexity of a community action agency, there a limited number of firms with the expertise to perform the audit. Audit proposals for the FY18 audit will be posted on the Agency Web site.

C. Sheri noted the agencies bank deposit are considered public funds and pursuant to Iowa Code Chapter 12C, are covered by pledged securities by Iowa Savings Bank above the FDIC Insurance Limits.

III. CEO Reports –

A. Gene Meiners reviewed HS/EHS Policy Council agenda with the Board. The items discussed were:

- a) PY18 financials for the month ending January 2018
- b) All charge account activity for January 2018
- c) The January 23, 2018 Policy Council minutes
- d) The monthly Program Report for January 2018
- e) Strategic Plan and Self-Assessment Goals & Objectives
- f) Revised Impasses Policy (found in the Policy Council Handbook)
- g) Program Governance Screener follow up
- h) Governing Board & Policy Council Training

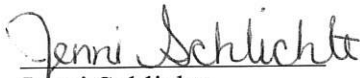
B. Sheri also discussed the following:

- a) Update on the Opioid Grant. It was noted training is being conducted/planned for local law enforcement and medical partners in the service area. The grant also allows for the distribution of Naloxone, a drug used to reverse the deadly effects of an opioid overdose.
- b) The Annual report was presented and discussed.
- c) CARF review is scheduled for March 21 through March 23, 2018
- d) It was noted the Board is invited to attend the all Staff/Board luncheon & Meeting which is scheduled for April 11, 2018 at the Swan Lake Education Center starting at 10:30AM. The guest speaker will be V.J. Smith author of “The Richest Man in Town”

IV. Adjournment

A. A motion was made at 4:30 p.m. by Carolyn Masters to adjourn the meeting and seconded by Carl Legore. Motion carried.

Respectfully submitted,


Jenni Schlichte
Board Recorder

Respectfully submitted,


Eugene Meiners
Board President