

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

MINUTES
Thursday June 29, 2023
4:00 p.m.

I. Meeting was called to order by Board President, Eugene Meiners at 4:05 p.m.

A. Welcome and Introductions

Present: **IN-PERSON:** Jon Hays, Mike Fischer, and Carolyn Masters

VIA ZOOM: Eugene Meiners, Peg Hamilton, Jeff Cayler, Dan Benitz, Erica Burris, Terry Striegel, Cindy Wallace, Tim Farmer, Deb Lightner and Jerome Kuster.

Excused: Heath Hansen, Lori Campbell, Mark Hanson, Kim Denman, Carl Legore and Denis James

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

B. A motion was made for the approval of the May 25, 2023, Board Minutes by Jeff Cayler and seconded by J.D. Kuster. Motion carried.

II. CFO Reports – Sheri Mertz

A. Sheri discussed with the Board the financial reports ending May 31, 2023. There was general discussion of various line items. A motion was made to accept the financial reports ending May 31, 2023, by Jon Hays and seconded by Carolyn Masters. Motion carried.

B. Sheri Presented to the Board the Annual 990, Return of Organization Exempt from Income Tax. She noted the reporting period is Fiscal Year 2022. There was general discussion. Jeff Cayler made a motion to file the 990 as presented and it was seconded by Dan Benitz. Motion carried.

C. Sheri discussed the bid process for the FY23 Annual Agency Audit. She noted audit bids are required every 5 years. Below is summary of the responses to the RFP:

Meriwether, Wilson & Co, PLLC	WDM, IA	Declined
Gronewold Bell Kyhnn & CO PC	Atlantic, IA	\$29,250
WIPFLI	Madison, WI	\$38,000

The Finance Committee met on June 21st to review and evaluate all proposals based on various criteria including experience and cost. It was noted both firms submitting proposals are very qualified firms. A motion was made by J.D. Kuster to ratify the

recommendation from the Finance Committee awarding the FY23 Agency Audit with a 5 year option to Gronewold, Bell, Kyhnn & Co. P.C. Mike Fischer seconded the motion. Motion carried.

III. CEO Reports – Chad Jensen

A. Chad, Sheri, and Eugene reviewed Policy Council agenda with the Board. Items discussed and presented included:

1. HS/EHS and CB EHS May 2023 financials.
2. All charge account activity for April 2023.
3. The May 2023 Policy Council minutes.
4. Budget Revision-Purchase/Trade in of vehicles: The current budget includes the trade and purchase of one vehicle. The requested revision includes the trade and purchase of two vehicles. The vehicles being traded are the HS 2012 Prius and the EHS 2016 Prius. Budget categories being amended to accommodate this were discussed. A motion was made by Dan Benitz to amend the budget to accommodate the Prius purchases and seconded by Jeff Cayler. Motion carried.

B. Chad discussed with the Board the Iowa Health and Human Services (IHHS) and awareness of the Future.

C. Approval of Recent Contracts:

1. Family Development and Self-Sufficiency Program (FaDSS-24-01) \$230,000.00. A motion was made to approve the FaDSS-24-01 contract by Terry Striegel and seconded by Tim Farmer. Motion carried.
2. Iowa FaDSS Program – Designation of Addition Signatories. A Motion was made to approve the Designation of Additional Signatories for the Iowa FaDSS Program by Jeff Cayler and seconded by Carolyn Masters. Motion carried.
3. HEAP Weatherization Assistance Program (HEAP-3E-0) \$75,175.00: A motion was made to approve the HEAP-3E-01 Contract by Jeff Cayler and seconded by Terry Striegel. Motion carried.
4. ARPA Integrated Provider Network Supplement (5884PN105) \$188,029.00: A motion was made to approve the ARPA Integrated Provider Network Supplement Contract by Carolyn Masters and seconded by Jon Hays. Motion carried.

D. Handouts – FYI's


1. Low Income Home Energy Assistance (LIHEAP-23ES-01) Amendment 1
2. DOE Weatherization Assistance (DOE-23-01) Amendment 2
3. HEAP Weatherization Assistance (HEAP-3E-01) Amendment 1
4. Weatherization Assistance Program (MEC-23-01) Amendment 1
5. DOE Weatherization Assistance (DOE-BIL22-01) Amendment 2
6. Weatherization Assistance Program (IPL-23-01) Amendment 1
7. Weatherization Assistance Program (BHE-23-01) Amendment 1
8. Weatherization Assistance Program (HEAP-23-01) Amendment 5

9. Family Development and Self Sufficiency Program (FaDSS-23-01) Amendment 3
10. Community Services Block Grant (CSBG-23-01) Amendment 5
11. Community Services Block Grant (CSBG-22-01) Amendment 8
12. Community Services Block Grant (CSBG-22-01) Amendment 9
13. 1st Five Healthy Mental Development Initiative: Implementation Phase (5883MH103) Amendment 1
14. The Royal Throne

IV. Adjournment

- A. A motion was made at 4:45 p.m. by J.D. Kuster to adjourn the meeting and seconded by Deb Lightner. Motion carried.

Respectfully submitted,



Jenni Schlichte
Board Recorder

Respectfully submitted,



Eugene Meiners
Board President

