

New Opportunities, Inc.
Board Meeting

MINUTES

Thursday, January 26, 2017
3:00 p.m.

- I. Head Start Overview and Tour with Tonya Weber, Head Start/Early Head Start Director
 - A. Tonya and the Board of Directors toured and observed the Carroll Head Start classroom at 3:00 p.m.

- II. Meeting was called to order by Board President Eugene Meiners at 3:26 p.m.
 - A. Welcome and Introductions

Present: Jon Hays, Eugene Meiners, Joyce Morris, Rick Hecht, Gary Nicholson, Chuck Yanders, Kathy Brenny, and Owen Englin and Tom Rutledge via conference call.

Excused: Tom Contner, Mark Hanson, Lynn King, Gary VanAernam, Teresa Mobley, Carl Legore, Lois Eivins

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

 - B. A motion was made for the approval of the December 15, 2016 Board Minutes by Gary Nicholson and seconded by Joyce Morris. Motion carried.

- III. CFO Reports – Sheri Mertz
 - A. Sheri discussed with the Board the financial reports ending December 31, 2016. There was a general discussion of various line items. A motion was made to accept the financial reports ending December 31, 2016 by Rick Hecht and seconded by Chuck Yanders. Motion carried.

- IV. CEO Reports – Chad Jensen
 - A. Gene Meiners and Sheri reviewed Policy Council agenda with the Board. The items presented included the December 13, 2016 Policy Council minutes, the December 2016 Head Start/Early Start Program Report, Head Start/Early Head Start preliminary financials for the close out of PY16 (December 2015 –

November 2016), Head Start/Early Head Start financial for PY17 for the month on December and all charge account activity for both November and December.

- B. HS / EHS 2017-2018 Selection Criteria Process was presented to the Board and there was general discussion. No changes were made from the previous year. The Policy Council approved this on Tuesday January 24 to send to the Board for approval. It was moved to approve by Owen Englin and seconded by Kathy Brenny. Motion Carried.
 - C. HS / EHS Application form was presented to the Board and there was general discussion. Policy Council approved this application in December 2016 to send to the Board for approval. A motion for approval was made by Owen Englin and seconded by Kathy Brenny. Motion Carried
 - D. Chad presented to the Board the following Weatherization contracts for approval:
 - a) MEC-17-01.
The motioned was made to approve the MEC-17-01 contract by Chuck Yanders seconded by Owen Englin. Motion carried.
 - b) IPL-17-01
The motion was made to approve the IPL-17-01 contract by Owen Englin seconded by Joyce Morris. Motion carried.
 - c) BHE-17-01
The motion was made to approve the BHE-17-01 contract by Rick Hecht and seconded by Chuck Yanders. Motion Carried.
 - E. Chad gave a basic overview of each of the departments' activities for the past 6 weeks. With writing new grants, renewing grants, needing to be CARF certified, a women's health potential budget cut, purchasing a building in Waukee, completing the audit, and getting ready to combine offices in Guthrie center – New Opportunities is VERY busy!
- V. Adjournment
- A. A motion was made at 3:59 p.m. by Gary Nicholson to adjourn the meeting and seconded by Owen Englin. Motion carried.

Respectfully submitted,


Jenni Schlichte
Board Recorder

Respectfully submitted,


Eugene Meiners
Board President