

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

MINUTES
Thursday March 31, 2022
4:00 p.m.

- I. Chad presented a Program Update on the following:
 - A. Family Development and Self Sufficiency (FaDSS) grant. This program will begin July 1, 2022 and will provide services that promote, empower, and nurture families toward economic self-sufficiency and family stability.
 - B. A video on the Low-Income Home Water Assistance Program (LIHWAP) was shared.
- II. Meeting was called to order by Board President Eugene Meiners at 4:20 p.m.
 - A. Welcome and Introductions

Present: **IN-PERSON:** Gary VanAernam, Jon Hays, Eugene Meiners, Deb Lightner, Denis James, and Carolyn Masters

VIA ZOOM: Peg Hamilton, Jeff Cayler, Lori Campbell, Brent Wilhelm, Terry Striegel, Cindy Wallace, Mark Hanson, Tim Farmer, Kim Denman, Carl Legore, and Jerome Kuster.

Excused: Kathy Kluis, Tom Contner, Erica Burris, and Peggy Galletley

Staff Present: Chad Jensen, CEO; Sheri Mertz, CFO; Jenni Schlichte, Board Recorder
 - B. A motion was made for the approval of the February 24, 2022, Board Minutes by Jerome Kuster and seconded by Denis James. Motion carried.
- III. CFO Reports – Sheri Mertz
 - A. Sheri discussed with the Board the financial reports ending February 28, 2022. There was a general discussion of various line items. Detailed discussion was held on the carry over request for the CH grant and the no cost extension for the HP grant. A motion was made to accept the financial reports ending February 28, 2022, and approve proceeding with the requests for the both the CH grant carryover and the HP grant no cost extension by Terry Striegel and seconded by Carolyn Masters. Motion carried.
 - B. Sheri noted the agency’s bank deposits 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.

C. Sheri presented to the Board a Line of Credit Extension. Although there have not been any draws on the line of credit for several years, she requested the line be maintained so it would be available if needed. A motion was made to approve the 1 year extension of the \$300,000 line of credit by Gary VanAernam and seconded Lori Campbell. Motion carried.

IV. 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 February 2022 financials.
- 2) All charge account activity for February 2022.
- 3) The Policy Council minutes. There was no meeting in February
- 4) The February 2022 HS/EHS Program Reports.
- 5) School Readiness Report
- 6) COVID Update – HS Spending Plan

The CRRSA “C5” allocation is fully expended and the ARP “C6” allocation is partially expended. The grant period ends 3/31/2023. A motion was made by Denis James and seconded by Carolyn Masters to approve the HS COVID Spending Plan. Motion carried.

- 7) Tobacco and Nicotine Free Policy:
“In order to maintain a safe and healthy environment for children, families, and staff, all properties of New Opportunities Head Start as well as vehicles used to transport children are tobacco free and nicotine free”

B. Chad presented to the Board the HEAP Weatherization Assistance Amendment #1

C. Chad presented to the Board a CARF update. He stated that the review went well, and that New Opportunities did not have any requirements.

D. Handouts – FYI’s

- March Royal Throne


V. Adjournment

A. A motion was made at 5:00 p.m. by Jerome Kuster to adjourn the meeting and seconded by Jeff Cayler. Motion carried.

Respectfully submitted,


Jenni Schlichte
Board Recorder

Respectfully submitted,


Eugene Meiners
Board President