New Opportunities, Inc.
Board Meeting
Minutes
Thursday, September 24, 2026

I. Meeting was called to order by Board President, Eugene Meiners at 4:02 p.m.
   a. Welcome and Introductions.

Present: **IN-PERSON:** Eugene Meiners, Jon Hays, Peg Hamilton, Rhonda Mart, Mike Fischer, Terry Striegel, Dan Benitz, and Carolyn Masters.

Via ZOOM:
Sheri Mertz, CFO, Julia Helm, Deb Lightner, and JD Kuster

Excused: Heath Hansen, MacKenzie Lewis, Erica Burris, Kim Denman, Denis James and Cory Ridgely

Staff Present: Chad Jensen, CEO, Carla Morrow, HR Director, and Shannon Anthofer, CFO

   b. A motion was made to approve the amended agenda by Terry Streigel and seconded by Rhonda Mart, motion carried unanimously.
   c. A motion was made to approve the meeting minutes from August 27, 2026, by Peg Hamilton and seconded by Carolyn Masters, motion carried unanimously.

II. CFO Reports – Shannon Anthofer

   a. Agency Annual Review of Insurance - Andrew Dunlay, account executive with The Glienke Agency, was unable to attend in person. Shannon presented their proposal for the agency's annual property & liability insurance. The renewal was reviewed with the Board regarding the various coverages and premiums. There were slight increases in the property insurance, liability and umbrella policies. The option of adding additional accident coverage for volunteers and children was also discussed.

A motion was made to approve the insurance proposal as presented with the additional accident coverage, by Carolyn Masters and seconded by Terry Striegel, motion carried unanimously.

b. Shannon presented an overview and draft of the minutes from the September 23, 2026 Finance Committee meeting. The following was discussed:
    a. The FY27 proposed Agency Budget including:
        i. The Finance Committee review the agency's cost allocation policy. A discussion was held on how the policy is implemented which includes the Indirect Cost Rate, direct charges, and the various cost allocation plans such as space, phone, and employee related costs. It was noted that the FY25 proposed is still pending. Delays are being experienced due to a backlog of requests. The provisional rate of 16% from the FY24 Rate Agreement is effective through 9/30/2027. The proposed FY27 budget includes a rate of 15%
        ii. Principal Financial Stock update. The agency was given 412 shares of PFG stock in 2006. The current stock price is $113.59/share ($46,799.08). An increase of $12,640.16 from the end of last fiscal year. A stock dividend in the amount of $1,339.00 was received during FY26.
        iii. The Agency Wide FY27 preliminary budget was presented. Further discussion was held on the following:
            1. The Federally Approved Provisional Indirect Cost Rate for FY27 is 16% of the wages and benefits. A rate of 15% is currently being used and will continue to be monitored for any adjustments needed throughout the fiscal year.
            2. The FY27 budget includes a 3% (COLA) for all employees effective October 1, 2026.
            3. Capital items will continue to be monitored with replacement or additions made as grant funding become available.
            4. It was noted that the final mortgage payment is December 2028.
            5. The FLEX Forfeiture account was reviewed. This account has a current balance of approximately $67,700. The account consists of forfeited funds not utilized in accordance with IRS regulations. The purpose of this fund is to build up a reserve to help assist with future health insurance costs and possible partial self-funding.

6. Balances for replacement items from the fire were reviewed. It was noted that they are expected to be fully expended in FY27.
7. The committee reviewed the summary description of Classes/Funds and the detailed budgets of the programs affected by the state behavioral health reorganization.

c. At the September 23, 2026, Finance Committee meeting a motion was made to recommend to the Board approval of the Fiscal Year 2027 Preliminary Agency Wide Budget with a 3% (COLA). After further discussion at the board meeting a motion was made to ratify the Finance Committee's motion as stated above by Jon Hays and seconded by Dan Benitz, motion carried unanimously.

d. Shannon discussed with the board the financial reports ending August 31, 2026. There was a general discussion of various line items.
A motion was made to accept the financial reports ending August 31, 2026, by Terry Striegel and seconded by Mike Fischer, motion carried unanimously.

e. LIHEAP-26-01 Amendment #5 – A motion was made to approve the LIHEAP-26 Amendment #5 was made by Carolyn Masters and seconded by Dan Benitz, motion carried unanimously.

III. CEO Reports – Chad Jensen

a. Chad and Shannon reviewed the HS/EHS Policy Council update with the Board.
   1. Financial Reports for both the CH and WH grants for August 2026.
   2. All charge account activity for August 2026.
   3. The Policy Council Minutes for August 2026.
   4. The monthly Program Report for August 2026.
   5. School Readiness (Summer) comparative report for 2025-2026 for both HS & EHS was presented.
   6. Head Start/Early Head Start Policies and Procedures – Updates:
      A motion was made to approve the Head Start/Early Head Start Policies and Procedures updates by Peg Hamilton and seconded by Terry Striegel, motion carried unanimously.
   7. 2025-2026 Program Information Report (PIR) was presented. No board action is needed.

b. Waukee Head Start Building Update: We are having some issues with the roof, doors and windows but working closely with the architect, builder and subcontractors to get these resolved.
c. Behavioral Health District update. There are seven total districts for the state of Iowa. We are in four different districts with the counties we cover for our agency. We work closely with each district on needs assessment for each area. District one has identified a need for suicide prevention.
d. Approval of recent Contracts:
    1. Low-Income Home Energy Assistance Program (LIHEAP) COACEP27001 A motion was made to approve the Low-Income Home Energy Assistance Program (LIHEAP) contract by Carolyn Masters and seconded by Deb Lightner, motion carried unanimously.
        a. Low-Income Home Energy Assistance Program (LIHEAP) Signatories 2027 A motion was made to approve the Low-Income Home Energy Assistance Program (LIHEAP) signatories by Terry Striegel and seconded by Peg Hamilton, motion carried unanimously
    2. Community Services Block Grant (CSBG) COAECBH27001. A motion was made to approve the Community Services Block Grant (CSBG) COAECBH27001 was made by Peg Hamilton and seconded by Dan Benitz, motion carried unanimously.
        a. Community Services Block Grant (CSBG) COAECBH27001 Signatories 2027 A motion was made to approve the Community Services Block Grant (CSBG) COAECBH27001 signatories by Rhonda Mart and seconded by Carolyn Masters, motion carried unanimously.

IV. Handouts – FYI's
1. Community Services Block Grant Plan and Application
2. Community Services Block Grant (CSBG-26-01) Amendment 4
3. Family Development & Self Sufficiency (FaDSS) State Fiscal Year 2026 Annual Report
4. Community Based Maternal Health (PHTHMRH26386) Amendment 2
5. The Royal Throne

V. Adjournment.

A motion was made to adjourn the meeting at 5:05 p.m. by Peg Hamilton and seconded by Mike Fischer, motion carried unanimously.

Next Meeting: October 29, 2026, 4 PM

Respectfully Submitted by:

Carla Morrow, HR Director

Respectfully Submitted by:

Carolyn Masters, Board Secretary