

Carole's House of Hope

Board Meeting – May 23, 2019

Present: Carol Kinlow, Mike Matejka, Mike Robinson, Mike Young, Jamie Polick via phone, Alicia Stoermer and BC Clark, via phone

Absent: Karen Mitchell, Cheri Duryea, Shari Thompson, Dee Hammer

Minutes Approval from April meeting: Mike R. called meeting order, moved to approve April minutes, all in favor.

Board Agenda:

- Welcomed new board members- Alicia Stoermer and BC Clark
- Voted to approve employee handbook- Motion to approve handbook was made by Mike Y and Mike M seconded, all in favor, motion approved.
- Close South House bank account- currently has \$16,324 in account. Will be closing the account and transferring the money into the regular operating account.
- Strategic Plan- Carole to send out one more time for board review. Upon receiving board feedback Marjie will update the plan and provide a final plan for vote at the next meeting.
- Board responsibilities and roles. Discussed commitment of board members and encouragement to attend meetings. The absence of board members from meetings and other commitments are slowing down CHH from being able to make decisions on current issues.
- Consent Agenda to be created- including minutes, financials and all will be sent out a week before the meeting to review and consent. They will be voted on at the board meeting but not discussed.

Financials:

- Treasurer's report: Mike M. reports April news. Discussed that while there is a negative dollar reflected its not a concern due to income being sporadic. Sherwood money was received on 5/22/19.
- Would like to put the treasury report in a consent agenda format instead of reviewing each meeting. The business is stable and not many changes will be made over the coming months, especially now that the Sherwood money has been received.
- Approve financial procedures- Mike and Karen to review as they couldn't attend this month's finance meeting. The procedures include title changes and such for those involved in finance operations.
- Motion to approve April financials was made by Mike Y, Mike R seconded, all in favor. Motion to carry.

Agency Updates:

- CEO report – Marjie will put the AOP on the portal for us to review
- Currently 10 participants and 6 children- with two more in the queue.
- Grant received from Sherwood for \$452K and will be put into a money market account so that the money can grow until needed.
- Omaha Gives provided \$3753 in donations
- Concrete work delayed due to weather- but payment provided by Dixon to cover the cost
- Website ready for review for Carole and Penny as of 5/24/19 – once feedback provided can go live
- Discussed the need for NDA's from staff as some are updating the board portal with documents that can be sensitive.
- Carole is looking into affordable transition apartment options thru Bethlehem and Kellom Place

Board Committees:

- Development –Updates
 - Provided donor snapshot of Omaha Gives Campaign
 - Donor locations, connections and new vs. old donors with a goal of beginning to understand who our donors are and how we can continue to get new donations
 - First CHH Newsletter was sent out- feedback from Mike Y and Mike R was to provide it via links to provide more concise content. Will review for next month's letter
 - Updated Mission Statement to include foster care
 - Jamie to start analysis on Bloomerang the current database of donors to identify trends around our donations and donors
 - Annual letter and ideas under review
- Governance Committee- seeking members.

Mike R. motion to adjourn, Mike Y. seconded. All in favor. Meeting adjourned at 5:40 pm.