

Opportunity House, Inc.

MINUTES OF THE BOARD OF DIRECTORS MEETING

April 25th, 2024

PRESENT: Tim Conklin, Heather Edwards, Landon Faivre, Nicole Fisch, Jeanne Isabel, Sushil Keswani, Pulchratia Lacey, Tim Lehan, Maura O’Toole, Ben Swedberg

ALSO PRESENT: Tom Matya, Carol Parsons, Christie Chaidez, Norma Farfán, Brooke Montavon, Karen Schnell

LOCATION: 357 N. California St, Sycamore, Conference Room & Microsoft Teams

I. **CALL TO ORDER:** 4:02pm by Landon Faivre

II. **CONSENT AGENDA:** Moved by Sushil Keswani, Seconded by Maura O’Toole.

A. **Minutes:** From March 28th, 2024.

B. **Financial Reports:** From March 2024.

TO APPROVE THE CONSENT AGENDA. Carried

III. **COMMITTEE REPORTS:**

A. **Executive Committee:** No meeting. Next meeting in May 2024. Members Pulchratia Lacey and Ben Swedberg are retiring, member Tim Conklin reaching end of his term of service. Committee will be discussing new candidates for open seats.

B. **Finance Committee:** No meeting.

C. **Marketing & Communication Committee:** No Meeting

IV. **OLD BUSINESS:**

A. **Residential Challenges\Solutions:** Tom Matya announced the beginning of Project Opport-UNITY, an interdepartmental task force to address challenges the Residential department is facing.

B. **Q3 Employee Meeting:** Tom Matya updated the board on the recent Q3 employee meetings. 85% of Opportunity House Full Time employees attended at least one session of the meetings.

V. **NEW BUSINESS:**

A. **Asset Management Report:** Tom Matya presented the current Asset Management Report detailing the improvements and maintenance of all Opportunity House properties. During this presentation, Tom announced that the asphalt for the driveways and the turf of the two new Genoa homes had been installed. The homes will be open after the Fire Marshal and BALC have inspected and approved them.

B. **Projected Building Renovations:** Tom Matya spoke regarding the projected renovations that will likely be needed from FY 25 through FY29.

C. **Recognition:** Retiring Board member Pulchratia Lacey was recognized for her service to Opportunity House and presented with a plaque to celebrate her retirement.

VI. **DATES:**

- A. **Give Dekalb County:** May 2nd. In 2023 Opportunity House raised \$60,000 through this event.
- B. **OH Board Meeting:** Next Board Meeting will take place May 23rd, the Thursday before Memorial Day.
- C. **Annual Employee Meeting:** June 14th. This is an in-service day for Opportunity House staff.
- D. **Art Show:** Brooke Montavon presented regarding this year's Art Show and Open house. Approximately 250 to 300 individuals attended.

VII. **TRIVIA: Arbor Day**

- A. When is Arbor Day celebrated in the United States? **April 26th**
- B. Which state in the US was the first to celebrate Arbor Day? **Nebraska**
- C. What year was the first Arbor Day celebrated? **1872**
- D. What is the national tree of the United States? **The Great Oak**
- E. The word "arbor" in Arbor Day refers to a) water, **b) tree**, c) sky, or d) earth?
- F. Arbor Day is celebrated in many countries around the world to raise awareness about what topic? **Preventing Deforestation**

VIII. **EXECUTIVE SESSION:** Moved by Tim Conklin, Seconded by Pulchratia Lacey

- A. **Motion proposed to allow Trisha Alexander to distribute funds as necessary between Opportunity House bank accounts (Heartland and FNBO) with approval of Executive Director.**

TO APPROVE. Carried

IX. **ADJOURNMENT:** 5:05 pm

Respectfully submitted,

Lorna Bemis, Secretary

Karen Schnell, Recording Secretary