

Opportunity House, Inc.

MINUTES OF THE BOARD OF DIRECTORS MEETING

May 30th, 2024

PRESENT: Jennifer Darlinger, Heather Edwards, Landon Faivre, Nicole Fisch, Sushil Keswani, Monteil Johnson, Tim Lehan, Maura O'Toole

ALSO PRESENT: Tom Matya, Carol Parsons, Christie Chaidez, Norma Farfán, Karen Schnell, Johnnisha Harris

LOCATION: 400 Preserve Dr., Genoa, IL & Microsoft Teams

I. **CALL TO ORDER:** 4:08 p.m. by Landon Faivre

II. **CONSENT AGENDA:** Moved by Tim Lehan, Seconded by Sushil Keswani.

- A. **Minutes:** From April 25th, 2024, meeting. (*correction to be made in wording from retiring to resigning*).
- B. **Financial Reports:** For April 2024.
- C. **Disaster Plan** – (*changes made were adding additional residences and a title change*).
- D. **Crisis Plan**

TO APPROVE THE CONSENT AGENDA. Carried

III. **COMMITTEE REPORTS:**

- A. **Executive Committee:** Met on May 29th, 2024. Tom summarized the Executive Committee meeting. There will be four openings to fill for the FY25 Board. The Executive Committee chose the top 6 candidates and Tom will be reaching out to them and setting up meetings between the Committee and candidates to see if they would be a good fit for the Board.
- B. **Finance Committee:** No meeting.
- C. **Marketing & Communication Committee:** Give Dekalb County Update – Tom discussed that donors were up 12% this year. The average online donation was \$248.00. The average offline donation was \$255.00.

IV. **OLD BUSINESS:**

- A. **BALC and BQM Update:** OH ended up having both surveys conducted at the same time, BQM that had been scheduled and BALC that leadership was not aware would be occurring. Many of OH's executive staff members were out the week they took place as well, but they were handled excellently by staff with Johanna Blocker taking the lead. In the end, there were no corrective actions needed from BQM and a score of 97% for Residential and 99% for Day Services from BALC – so excellent outcomes from both surveys.
- B. **New House Update:** Johnnisha Harris spoke about working on getting group home certification for both new Genoa homes. She is waiting for the state licensing department to inspect the homes. Pat Balentyne addressed all of the work he has done on both properties to get

them ready for our clients.

- C. **Union Update:** Tom updated the Board that some staff had shared phone messages with him from the Union stating that there didn't seem to be much interest at OH to unionize and that they were stopping their efforts for now.

V. **NEW BUSINESS:**

- A. **FY25 Budget Process:** Trisha Alexander said that the revenue portion is mostly complete. Finance is working on the budget and will have it ready before the proposed budget meeting on June 20th.
- B. **FY25 Discussion:** Tom listed some of the "big ticket" items he is looking at for the FY25 budget:
- New software
 - Replace the roof @ Brian
 - With 14C ending – investigate expanding day services
 - Digitize employee records
 - Development of staff's professional skills
 - Purchase one or two lots in Dekalb
 - Security Cameras and badge access in homes and main building

VI. **DATES:**

- A. **June 14th** – Mandatory Employee Meeting – Focus – Meeting at Faranda's with Dr. Bailey focusing on team building and communication.
- B. **June 17th** – Juneteenth (Observed)
- C. **June TBD** – Student/Employee Appreciation Lunch

VII. **EXECUTIVE SESSION**

VIII. **TRIVIA: May History -**

- A. What does AAPI month stand for? **Asian American and Pacific Islander**
- B. When was AAPI Heritage Month established? **1992**
- C. How many people in the United States identify as AAPI? **20.6 million**
- D. Who is the highest-ranking Asian American in U.S. government? **Kamala Harris**
- E. Who was the first Asian American to win an Emmy Award? **Pat Morita**
- F. What year did Hawaii become a state? **1959**

- IX. **ADJOURNMENT:** The meeting was adjourned at 5:17 p.m. on a motion by Jennifer Darling. Seconded by Nicole Fisch.

Motion to Adjourn: Carried.

Respectfully submitted,

Lorna Bemis, Secretary

Christie Chaidez, Recording Secretary