

BOARD OF DIRECTORS MEETING MINUTES

January 16, 2019

6:00 PM

Christopher House Administrative Offices
1611 W. Division Street, Suite 207
Chicago, IL 60622

Board Members Present:, Rolando Acosta, Adnan Assad, Rob Buono JoAnne Cicchelli, Roberto Interiano, Stu Reed, Tom O'Neill, Nana Owusu, George Reimnitz, David Rodin, Gregory Spitzer, Homero Tristan, Lizzy Whitehorn, Tom Woodrow

Guests Present: Stacey Blasko

Board Members Attending by Phone: Ronit Barret, Jeff Kemerley

Board Members Absent: Dee Dee Chesley, Jordan Hadelman, Kenneth Langston, Dan Lynch, Chad Poznansky, Stephen Raquet, Kimberly White

Christopher House Staff Present: Lori Baas, Julie Dakers, Meaghan Jennings, Gloria Kuechenberg, Krissy Novy, Ruth Perret-Goluboff, Karen Ross-Williams, Penne Silverman, Traci Stanley, Katheryn Steward

Minutes Recorder: Meaghan Jennings

Proceedings

Meeting called to order at 6:05 PM.

Welcome, presented by Tom O'Neill

Tom O'Neill welcomed everyone to the meeting and shared that a majority of the meeting would be a discussion of the work of the Strategic Planning Task Force. The Task Force has been assembled to identify the next steps for Christopher House and the organization's vision to close the opportunity gap through a continuum of education based on data-informed program improvements.

Stacey Blasko is welcomed to the group as a guest and board prospect.

Motion made by Tom Woodrow, seconded by Adnan Assad and carried unanimously to approve the November 14, 2018 Board of Directors meeting minutes.

Consent Agenda, presented by Katheryn Steward

ERSEA is the system that Christopher House uses to enroll eligible participants in our Head Start program. The planning cycle is beginning now and recruitment begins in March and April. The selection process will start in April with enrollment in September. Attendance is tracked on a monthly basis.

Motion made by George Reimnitz, seconded by Rolando Acosta and carried unanimously to approve the consent agenda, including the EARSAs selection criteria for 2020.

CEO's Report, presented by Lori Baas

Lori shared the Board Development Committee report. Over the past year, two new members have been added. Two are in the pipeline: Stacey is joining for tonight's meeting and there is an additional member who will join for the March meeting.

The Board Development Committee has also been focused on finding ways for members to engage in activities with scholars. The annual Christopher House Read-A-Thon is scheduled for March and this is a great way for directors to engage with Christopher House families and introduce new prospective board members and investors to Christopher House's impact.

Krissy and her team continue to plan for the best fit high schools and college success for our first Christopher House Elementary School 8th grade graduates in 2021. A full report on strategies and tactics to be implemented in the coming year will be presented at the May meeting.

One new initiative of the Elementary School's leadership to identify best fit high schools for our class of 2021 is a recent partnership with High Jump. High Jump is a mentorship program that supports high-performing students on a path to further excel. To qualify, students need all As or Bs on their report card. Almost half of the class qualified for the program and Christopher House scholars were very excited to meet with High Jump staff and apply for the program. Christopher House leadership is also developing other partnerships to ensure our scholars achieve success such as Schools That Can, which has provided opportunities for professional development with teachers.

Finance Committee Report, presented by Lori Baas

During the Finance Committee, a few issues were raised. First, there was the nearly \$100,000 year-to-date unfavorable variance of budget to actual financials. The enrollment of the Elementary School exceeds the enrollment included in financial projections. Christopher House leadership will adjust kindergarten enrollment based on history in the next fiscal year.

Christopher House also received a \$1.2 million grant that includes operational support over the next 3 years (\$141K in FY 19) in support of the middle school expansion.

Christopher House leadership will provide updated FY19 year-end projections at the March meeting. Lori also shared the private philanthropy projections.

Progress on the Development of the Middle School, presented by Julie Dakers

Project completion date is currently July 25th, 10 days behind schedule, but in time for the start of the school year on August 18th. The project is on budget. All costs to date have been covered by funds secured through the Christopher House Campaign for Thriving Families. The project budget is \$6.9 million and \$1.4 million has been spent to date with about \$5.5 million remaining.

External Affairs Committee Report, presented by Penne Silverman and Adnan Assad

The External Affairs Committee is working on the Annual Benefit on May 9th at the Four Seasons Chicago. Adnan Assad is the Event Co-Chair. Dee Dee Chesley is being honored. Auction Committee has been assembled. Sponsorship opportunities are available, ranging from 1,000 to \$50,000.

The Annual Benefit save the date will be mailed later this week. The host committee material, sponsorship packet, electronic save-the-date, and language for solicitation will all be shared and available in the Board Toolkit, an internal webpage.

Adnan Assad advocated to have the External Affairs Team support efforts to ensure that requests are sent out.

All directors received a packet of potential investors and auction items. Staff will reach out to members to ask for help in securing new items for the live and silent auctions.

Strategic Planning Task Force, presented by Lori Baas, Stu Reed and Traci Stanley

The Strategic Planning Task Force has developed an approach to develop the next strategic priorities to continue to increase Christopher House's impact on closing the opportunity gap. The chair of the Strategic Planning Task Force, Dee Dee Chesley, and board members David Rodin and Stu Reed, as well as Education Council members Shari Berland and Suzanne Miller have invested time and talents by serving on the Task Force.

Based on the work of the Strategic Planning Task Force, Lori presented an update of the vision statement approved by the Board of Directors in 2003. The challenge for the board is to define "national model" and the impact on the next strategic plan.

Traci Stanley presented a SWOT analysis that included feedback from staff and parents. A group of Future Leaders from Christopher House's staff all participated in facilitating the SWOT sessions, open to all staff.

Following the presentation, the Board of Directors participated in small groups to further explore the strengths, weaknesses, opportunities and threats for Christopher House's next strategic plan.

The Strategic Planning Task Force incorporate the feedback from the small group discussions to inform next steps in the strategic planning process.

There will be an update on next steps at the March meeting.

Public Comment

No public comments were made during the meeting.

Executive Session/Closed Meeting

The Board of Directors voted to go into executive session for CEO performance review. A motion was made by Rolando Acosta, seconded by Adnan Assad.

Motion made by Dan Lynch, seconded by JoAnne Cicchelli and carried unanimously to adjourn the board meeting.

Meeting adjourned at 7:26 PM