

BOARD OF DIRECTORS MEETING MINUTES

May 15, 2019

6:00 PM

Christopher House James & Jean Stewart Campus

5235 W. Belden Ave.

Chicago, IL 60639

Board Members Present: Adnan Assad, Ronit Barrett, Rob Buono, Dee Dee Chesley, JoAnne Cicchelli, Roberto Interiano, Jeff Kemerley, Stephen Raquet, Stu Reed, David Rodin, Greg Spitzer, Lizzy Whitehorn

Board Members Attending by Phone: Nana Owusu, Homero Tristan, Kim White

Board Members Absent: Rolando Acosta, Stacey Blasko, Kenneth Langston, Daniel Lynch, Thomas O'Neill, George Reimnitz, Thomas Woodrow

Christopher House Staff Present: Lori Baas, Julie Dakers, Meaghan Jennings, Krissy Novy, Libby Shortenhaus, Traci Stanley, Katheryn Steward

Minutes Recorder: Christina Henenuse

Proceedings

Meeting called to order at 6:07 PM.

Welcome, presented by Dee Dee Chesley and Lori Baas

Dee Dee begins the meeting with introductions of board members and Christopher House staff present.

External Affairs Report, presented by Libby Shortenhaus and Meaghan Jennings

The CBC Toolkit authored by Traci Stanley has been published. Copies are provided to the board at tonight's board meeting. The launching of the toolkit will be accompanied by a published interview with Lori discussing the CBC. In about a week or so, 30-40 of Christopher House stakeholders will also receive a copy of the toolkit.

With regards to thought leadership, there are a few articles in the pipeline including a piece discussing Christopher House's diverse learners.

Jennifer Husbands, Senior Program Officer at the Bill & Melinda Gates Foundation made a recent visit to the Stewart Campus and is currently assisting Christopher House to make valuable connections with individuals in the philanthropic community.

Christopher House will be holding its Hard Hat Tours for the new middle school on June 7th with two tours taking place that day. One tour will begin at 8:30 AM and the other starting at 12:45 PM. Anyone interesting in attending should reach out to External Affairs.

The 29th Annual Benefit which took place at the Four Seasons Chicago last Thursday raised approximately \$810,000 as of today but we are still receiving benefit donations.

Meaghan would like to thank the chairs of the benefit for their help in cultivating new donors for this year's benefit.

Minutes and Consent Agenda, presented by Dee Dee Chesley and Julie Dakers

Motion made by Stu Reed and seconded by Dave Rodin and carried unanimously to approve the March Board Meeting Minutes.

There are four items on the consent agenda that require approval by the board:

- 1.) Approval of EHS Year 1- Non-competitive Grant & Budget 09/01/19-08/31/20
- 2.) Approval of EHS CCP Budget Revision
- 3.) Approval of Annual Self-Assessment Plan
- 4.) Amended January 2019 Board Meeting Minutes

Motion made by Rob Buono and seconded by Stu Reed and carried unanimously to approve the consent agenda items.

Items for review in the consent agenda include:

- 1.) Annual Board Member Conflict of Interest Questionnaire
- 2.) Updated Self-Assessment
- 3.) PPC February/March 2019 Meeting Minutes

Election of Officers, presented by Dee Dee Chesley and Lori Baas

Motion made to elect Adnan Assad as Christopher House Board Treasurer by Rob Buono and seconded by Jeff Kemerley and carried unanimously.

Motion made to elect Dave Rodin as Christopher House Board Secretary by Stu Reed and seconded by Roberto Interiano and carried unanimously.

In September, our current Board President, Tom O'Neill will end his term and Dee Dee Chesley will be eligible for election as President.

Progress on the Middle School, presented by Julie Dakers and Krissy Novy

All board members and Christopher House staff joined Julie and Krissy for a guided hard hat tour of the JoAnne L. Cicchelli Middle School. The building is expected to be complete by the middle of July. The grand opening/ribbon cutting ceremony will likely happen sometime in August or September.

Strategic Planning Task Force, presented by Traci Stanley and Libby Shortenhaus

In creating a new strategic plan, the Strategic Planning Task Force has been researching expansion model types utilized by other organizations such as the Ounce, Harlem Children's Zone and Strive, and examining their best practices.

The dissemination plan includes thought leadership efforts, utilizing networks and building national platform partnerships. Benchmarking needs to be added to mapping process to help see where our goals have been met and clarify where our data is coming from. Next steps include presenting the research to the committee for a second look.

Motion made by Dave Rodin, seconded by Adnan Assad to approve the Strategic Objectives and 3-year goals.

Finance Committee Report, presented by Adnan Assad and Rob Buono

Our line of credit balance as of 4/22 is at \$0. Capital Campaign is at \$524,501. Government receivables is at \$52,906 and Accounts payable is at \$7. We are currently \$60,000 favorable to the budget.

In regards to the construction loan for the new middle school, current financing expires and open to repayment in September. We can extend this with our current construction loan. The construction loan is at \$5.41 million. We plan to keep drawing from that between now and mid-July when construction is due to be complete. It's possible to draw from the entire loan with no savings leaving \$8.67 million for repayment.

There are two loan categories for the middle school construction loan:

- 1.) Long term - \$5.4 million
- 2.) Short term - Capital pledge 1-4 years with the Department of Education loan

The goal is to reduce the debt in the shortest time possible. Low interest rate would mean a 5 year term and low payment would mean paying once a year.

Page 3

Approved by the Board of Directors 6/27/2019

Meetings with banks to discuss loans will occur over the course of the next few weeks. Lori will connect with the board next month regarding a board meeting over the summer to review the banks' proposals and to vote to approve the budget.

Public Comment

No public comments were made at this meeting.

Motion made by Jeff Kemerley, seconded by Stu Reed and carried unanimously to adjourn into Executive Session.

Meeting adjourned at 8:02 PM.