BOARD OF DIRECTORS MEETING MINUTES

November 13, 2019
6:00 PM
Christopher House Administrative Office
1611 W. Division St. Ste. 207
Chicago, IL 60622

Board Members Present: Dee Dee Chesley, Ronit Barrett, Jessica Cardoni, Roberto Interiano, Kenneth Langston, David Rodin, Lizzy Whitehorn, Thomas Woodrow

Board Members Attending by Phone: Dan Lynch, Kim White

Guests Present: Judi Israel (Origami Works), Dani Petrie (Origami Works),

Board Members Absent: Adnan Assad, Rolando Acosta, Stacey Blasko, Rob Buono, JoAnne Cicchelli, Jeff Kemerley, Thomas O’Neill, Stu Reed, George Reimnitz, Gregory Spitzer, Homero Tristan

Christopher House Staff Present: Lori Baas, Julie Dakers, Meaghan Jennings, Gloria Kuechenberg, Krissy Novy, Karen Ross-Williams, Libby Shortenhaus, Traci Stanley, Katheryn Steward, Becky Seibel

Minutes Recorder: Christina Henneuse

Proceedings: Meeting called to order at 6:04 PM

Welcome, Presented by Dee Dee Chesley

Dee Dee welcomes all board members present at tonight’s meeting. Tonight’s guests include Judi Israel and Dani Pietri of Origami Works Foundation, who will be providing a Two-Generation Program update.

CEO Report, Presented by Lori Baas, Krissy Novy, Dani Pietrie and Judi Israel

This year marks the fourth year in a row that Christopher House has been able to provide performance bonuses to team members that exceeded expectations to lead Christopher House’s mission and vision to provide a high-quality continuum of education that closes the opportunity gap. This year, 30% of staff through out the organization received a performance bonus.

Results from the Christopher House Employee Satisfaction Survey revealed an increase in satisfaction compared to previous years. Based on data from the survey:
Top performance areas included expectations at work, representation of the mission by the organization, HR support, and commitment to excellence.

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Scholars and teachers participated in the 5Essentials Survey that rates school culture and is part of Christopher House’s SQRP rating.

Expanding our Impact:
Christopher House has partnered with Origami Works and other external experts to create a two-generation approach to increase economic opportunity for families in our continuum of schools. We are currently working with Dani and Judi of Origami Works Foundation, who have done significant work with parents by conducting parent research at Uptown and Stewart. Approximately 433 parent surveys were completed (251 Early Childhood) and 182 (Elementary) and revealed details regarding job satisfaction, financial challenges and lifestyle. This information is meant to inform family advocates, who will in turn use the data to help with family goal-setting. Next steps include collecting and incorporating feedback, developing a project plan and costs.

**Minutes.** Motion was made by David Rodin, seconded by Kenneth Langston and carried unanimously to approve the September Board Meeting Minutes.

**Consent Agenda.** Presented by Katheryn Steward

There are two items in the consent agenda that require board approval:

1.) FY19 Head Start Final Budget Revision
2.) FY19 Financial Audit

Motion was made by Ronit Barrett, seconded by Roberto Interiano and carried unanimously to approve the FY19 Head Start Budget Revision and FY19 Financial Audit.

**External Affairs Report.** Presented by Gloria Kuchenberg and Meaghan Jennings

Gloria invited the Board to join the Parent Policy Council at the annual Shared Governance Training, which will take place at Uptown on December 12th beginning at 5:30 PM. All current and prospective board members are welcome and encouraged to attend.

Meaghan shared private philanthropy update as of the end of October:
- Corporate/foundation gifts are at 25% of projected budget. The difference is because of multi-year grants booked last year.
- Individual giving is at 17% of budget. We expect to see an increase in individual giving as the holidays and Giving Tuesday approach.

Thought Leadership:
Staff and EAT board members are evaluating proposals from communications firms to share our unique model.

**Board Development Committee.** Presented by Ronit Barrett

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There are currently seven people in the pipeline as prospective board members. An updated Board Recruitment Rubric has been developed that aligns with Christopher House’s strategic plan. The board is encouraged to consider the criteria of the rubric when recruiting prospective board members, however, the board should not let the rubric limit them.

The Board Governance Manual is currently being reviewed and updated to align with current board policies and best practices. More updates to follow at the May 2020 board meeting.

**Strategic Implementation Task Force**, Presented by Kenneth Langston

The Strategic Implementation Task Force is moving from the planning phase to the implementation phase of the strategic plan. As of the end of October, we are on track in the codification process. Kenny would like to propose that the board begin to think of questions that will help determine Christopher House’s growth plan.

There is a partnership opportunity with the Charter School Growth Fund that the board should consider. Application review will be in February/March. Finalists will be notified in the spring. Since it is still early in the application process, there are many things still left to be discussed. Today, the board should approve whether it will submit an application for the opportunity.

**Finance Committee Report**, Presented by Katheryn Steward

October financials share that Christopher House is on line with budget. Christopher House is also meeting the obligations from Chicago Public Schools and our funders to meet financial sustainability ratios.

Christopher House received a one time gift from the Presbyterian Church of Chicago, which was the outstanding revenue from the sale of the Greenview property. This one-time investment has been transferred into Christopher House’s Endowment fund to invest in CH’s vision.

Details regarding the audit will be presented at the January 2020 board meeting.

**Public Comment**

No public comments were made at this meeting.

Motion made by David Rodin and seconded by Roberto Interiano to adjourn the meeting.

Meeting adjourned at 7:55 PM