

BOARD OF DIRECTORS MEETING

March 10, 2021

Video Call

DRAFT AGENDA

Strategic Priority	Agenda Item	Purpose	Time
	Welcome	<ul style="list-style-type: none"> • Introduction of Meeting Participants and Guests 	5 mins
Map Processes & Systems	Minutes	<ul style="list-style-type: none"> • Approval of Minutes • Consent Agenda 	5 mins
Best in Class Talent	President's Report	<ul style="list-style-type: none"> • Elliot Regenstein Event 	5 mins
Best in Class Talent	DEI	<ul style="list-style-type: none"> • DE&I Task Force 	5 mins
COVID-19 Response	CH Updates	<ul style="list-style-type: none"> • Re-opening • Parent School Data Review & Next Steps 	20 mins
Best in Class Talent	Board Development Committee Report	<ul style="list-style-type: none"> • Board Diversification • Update on Board Governance Review • Board Self-Assessment 	5 mins
Map Processes & Systems	Finance Committee Update	<ul style="list-style-type: none"> • Update on Financial Position 	5 mins
Map Processes & Systems	External Affairs Committee Report	<ul style="list-style-type: none"> • Private Revenue Dashboard • Graduation Gala 	10 mins
National Model	Strategic Task Force Update	<ul style="list-style-type: none"> • Mid-Year Strategic Goal report • Update on Education Council/Program Committee 	5 mins

*In accordance with Executive Order 2020-07 issued March 16, 2020, the March board meeting will take place via conference call. Non-essential voting matters will be postponed. Anyone interested in participating in the conference call are asked to contact Meaghan Jennings, Director of External Affairs at mjennings@christopherhouse.org.

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Map Processes & Systems	New Business/Old Business	<ul style="list-style-type: none"> • Opportunities for Public Comment* 	5 mins
Best in Class Talent	Executive Session	<ul style="list-style-type: none"> • Election of new board member • Personnel Actions 	60 mins

Total time: 130 minutes

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BOARD OF DIRECTORS MEETING MINUTES

March 10, 2021 at 6:00 PM
Virtual Meeting, Hosted Over Conference Call

Board Members Attending by Phone: Rolando Acosta, Adnan Assad, Ronit Barrett, Stacey Blasko, Rob Buono, Jessica Cardoni, Dee Dee Chesley, JoAnne Cicchelli, Temok Contreras-Hernandez, Joe Hammon, Roberto Interiano, Jeff Kemerley, Kenny Langston, Lauren Long, Joel Lozada, Dan Lynch, Thomas O'Neill, Steve Raquet, Dave Rodin, Homero Tristan, Lizzy Whitehorn, Kim White, Thomas Woodrow

Board Members Absent: None

Christopher House Staff Attending by Phone: Meaghan Jennings, Gloria Kuechenberg, Krissy Novy, Karen Ross-Williams, Libby Shortenhaus, Becky Seibel, Nicole Snodgrass, Traci Stanley, Katheryn Steward

Guests Attending by Phone: Liam O'Kane

Minutes Recorder: Christina Henneuse

Proceedings: Meeting called to order at 6:00 PM

Welcome, Presented by Dee Dee Chesley

Dee Dee welcomes Liam O'Kane, Vice President of Corporate Development at Exelon who is attending tonight's meeting as a guest and prospective board member.

Temok Contreras-Hernandez is also attending his first board meeting as the new representative of the Parent Policy Council. Temok has 2 children enrolled in Christopher House's Infant & Pre-School.

Minutes and Consent Agenda. Presented by Dee Dee Chesley and Katheryn Steward

Motion made by Kenny Langston and seconded by Dave Rodin, and carried unanimously to approve the January 13, 2021 Board Meeting Minutes.

Motion made by Ronit Barrett and seconded by Kenny Langston, and carried unanimously to approve the two items on the consent agenda:

- 1.) FY21 Head Start Budget Revision
- 2.) FY21 Early Head Start DFSS Budget Revision

President's Report, Presented by Dee Dee Chesley

Dee Dee thanks the board for attending the Elliot Regenstein Event on February 2nd.

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DEI, Presented by Lauren Long

A DE&I Task Force has been created and Lauren, Adnan, and Dee Dee are the current members. The objective of the Task Force is to learn more about DE&I best practices at the board level and to explore how to use these best practices to diversify the board.

An invitation has gone out for the board to attend a DE&I training on April 7th. Board members are asked to save the date on their calendars.

CH Updates, Presented by Traci Stanley and Gloria Kuechenberg

Reopening Update & Plan

Phase three of reopening began on February 4th which brought back additional scholars in Youth Development and the Infant & Pre-School. There is 39% onsite enrollment with 40% virtual learning.

To date, 54% of Christopher House staff have received the first dose of the COVID vaccine. The Leadership Team is hoping to increase that number closer to 75% by the end of April.

The goal of phase four is to bring Elementary School students and families struggling the most with remote learning back onsite. K-2nd grade will open for in person learning this spring. A little more than half of K-2nd grade students will return onsite April 12th, the rest will remain in remote learning. 3-8th graders will continue with remote learning for the remainder of the academic year. We are awaiting further guidance from the state regarding requirement for onsite academic testing this spring. .

Motion made by Kenny Langston and seconded by Rolando Acosta, and carried unanimously to approve the Christopher House Elementary School reopening plan.

2021 Family Assessment Data

In May 2020, Family Support Services (FSS) formed an internal team to refine the Family Self-Sufficiency Scale to ensure it accurately reflects a family's well-being.

This year, Family Advocates completed the assessment for 485 Christopher House families. The assessment has found that the majority of Christopher House families are categorized as "vulnerable" in the categories of employment and education because of the ongoing challenges of the pandemic. Other challenges included forming relationships with new families in a remote forum. FSS hopes to work with Origami Works in the coming months to help create a workforce development opportunity for Christopher House families.

Board Development Committee Report, Presented by Ronit Barrett

Christopher House is working with BoardSource to conduct an online board assessment. An email will be sent out on March 15th with a link to the assessment. You will have until March 29th to complete it before the link closes. The Committee will be looking for feedback on the effectiveness of the assessment from the board.

Finance Committee Update, Presented by Stephen Raquet

Private revenue is showing a \$77K surplus year-to-date. We have a deficit in governmental funding due a loss in child care and nutrition funding due to remote learning.

Christopher House does not qualify for a new round of the PPP loan since it does not demonstrate a 25% loss in revenue.

Ahead of the city mandated increase of the minimum wage to \$15, we will increase wages of our minimum wage employees beginning April 1st (instead of July 1st).

External Affairs Committee Report, Presented by Lizzy Whitehorn

Updates regarding the May 6th Virtual Graduation Gala include a Christopher House Choir performance with Miguel Cervantes of the Chicago production of Hamilton and 10 auction items for guests to bid on. The gala presentation will highlight our successes during the pandemic and feature our 8th graders who will share their plans for high school. Our fundraising goal for the gala is \$550,000 and full board participation is necessary to secure corporate sponsorships and individual donations.

In addition, the board's support is needed with securing gift cards for a restaurant auction package, wine for Steller Cellar, and hotel and vacation home connections. For questions and more information, contact Meaghan Jennings.

Strategic Task Force Update, Presented by Kenny Langston

The Strategy Committee has met with CH school leaders to help define the purpose and composition of the Education Council/Program Committee.

Public Comment

No public comment was made.

Motion made by Dave Rodin and seconded by Kenny Langston, and carried unanimously to adjourn to Executive Session.

Meeting adjourned to Executive Session at 7:13 PM.