

BOARD OF DIRECTORS MEETING
June 21, 2023
Logan Square
3255 W. Altgeld Chicago, IL 60647
DRAFT AGENDA

Strategic Priority	Agenda Item	Purpose	Time	Facilitator
	Welcome	<ul style="list-style-type: none"> Introduction of Meeting Participants and Guests 	5 mins	Adnan Assad
Map Processes & Systems	Old Business / New Business	<ul style="list-style-type: none"> Opportunities for Public Comment* 	5 mins	Adnan Assad
Map Processes & Systems	Minutes & Consent Agenda	<ul style="list-style-type: none"> Approval of Minutes Consent Agenda 	5 mins	Adnan Assad
Best in Class Talent	Board Development Committee	<ul style="list-style-type: none"> Board Prospect Pipeline 	5 mins	Ronit Barrett
National Model	External Affairs Committee	<ul style="list-style-type: none"> Benefit Recap Fundraising Update & Projections for next year 	10 mins	Jeff Kemerley
Best in Class Talent	Closed Session	<ul style="list-style-type: none"> Labor Relations Personnel Matters 	20 mins	Exec Committee
Map Processes & Systems	Finance Committee	<ul style="list-style-type: none"> FY23 YTD FY24 Budget Approval 	30 mins	Stephen Raquet
Best in Class Talent	Strategy Committee	<ul style="list-style-type: none"> Updates to Timeline 	5 mins	Kenny Langston

Total Time: 85 minutes

* Guests interested in participating in the meeting may contact Chanel Wiley at cwiley@christopherhouse.org.

BOARD OF DIRECTORS MEETING MINUTES DRAFT

June 21, 2023, at 6:00 PM
Logan Square
3255 W. Altgeld Street, Chicago IL 60647

Board Members Attending: Adnan Assad, Jessica Cardoni, Roberto Interiano, Jeff Kemerley, Meghan Kiesel, Alex Maturi, Liam O’Kane, Monica Soto

Board Members Attending via Microsoft Teams: Dee Dee Chesley, Lauren Long, Dave Rodin

Board Members Absent: Rolando Acosta, Ronit Barrett, Stacey Blasko, Kenneth Langston, Dan Lynch, Angela Igineweka-Obaseki, Stephen Raquet, Homero Tristan, Kimberly White, Elizabeth Whitehorn.

Christopher House Staff Attending: Arturo Abrego, Julie Dakers, Becky Seibel, Traci Stanley, Libby Shortenhaus, Karen Ross-Williams

Quorum Met

Minutes Recorder: Chanel Wiley

Proceedings: Meeting called to order at 6:04pm

Welcome: Presented by Adnan Assad

Adnan Assad called the meeting to open for public comments. There was no one registered to provide public comment.

Minutes and Consent Agenda:

Motion made at 6:08PM by Roberto Interiano and seconded by Alex Maturi, and carried unanimously to approve the March 8, 2023, March 31, 2023 – Special Meeting, and May 24, 2023 – Special Meeting, Board Meeting Minutes.

Board Development Committee, Presented by Libby Shortenhaus

Libby Shortenhaus discusses strong candidates for Board prospect pipeline. Prospective new members have been invited to join the upcoming September Board Meeting. The candidate pool supports Christopher House’s commitment to Diversity, Belonging, Equity and Inclusion (DBEI) and increasing fundraising and financial capacity.

External Affairs Committee, Presented by Jeff Kemerley

Jeff Kemerley presented a review of the 2023 Annual Benefit the department's FY24 projections, including the 2023 fundraising year-end results. The Benefit was a great night for Christopher House and while we fell short of our Benefit goal, the overall External Affairs Revenue exceeded our projected budget for FY23.

Highlights from the Review of the Benefit included: 1) In comparison to FY19 and FY22, expenses were lower YTD; 2) In FY23 the Silent Auction and Bid for Sponsorship did well; 3) the Live Auction fell shorter than projected. There is work in place to correct and improve for next year's Annual Benefit.

Highlights from the Review of YTD Revenue: The External Affairs team exceeded its projected \$1.6M in part due to seeing over \$1.1M in Foundations & Corporations this year. The team was able to secure multi-year, increased commitments from key funders.

Highlights from the FY24 Proposed budget: incremental growth in the Individual Giving and consistent revenue from the Annual Benefit. Jeff noted the need for flexible funding to complement Government revenue.

Libby Shortenhaus, CEO of Christopher House shared that on May 7, 2023, Governor J.B. Pritzker signed the IL State Budget at Christopher House's Stewart Campus. It was a great day for Christopher House, many legislators, including representatives from the Black Caucus, and the organization received great earned media coverage from outlets like ABC7, Chicago Sun-Times and the Chicago Tribune.

Motion made at 6:28PM by Alex Maturi and seconded by Jeff Kemerley to adjourn to closed session.

Open Session resumed at 7:04PM

Finance Committee, Present by Adnan Assad

Adnan Assad presented the April 2023 Financials.

Highlights on YTD private revenue: positive variance is due to accounting for a \$300K multi-year grant. Benefit revenue reflected is as of April, we anticipate collecting a total of \$460K for the Benefit, which falls short of budget for the FY23 Benefit.

Highlights on Government revenue: Early Childhood (CCAP) and the Charter School are both under budget due to enrollment. 3-5 is over budget due to COVID-19 funding streams and conservative budgeting.

Highlights on Expenses: we are over budget primarily due to 1) staff bonuses paid out in Q2; 2) being fully staffed; 3) increased Nutrition expenses; 4) depreciation.

Adnan Assad presented the FY24 budget for approval of the Board of Directors. Christopher House proposes a \$19.9M budget for FY24 with a deficit of \$370,410.

Key notes for the proposed budget include: 1) decreases in private revenue; 2) decreases COVID funding in the Charter School and Early Childhood; 3) allocation reductions in both the Charter School and Early Childhood; 4) increases government funding from Office of Head Start/DFSS Head Start, Early Head Start, Prevention Initiative, and Preschool for All.

Key notes for the proposed expenses include increases in salaries for Charter School and Early Childhood teachers; cost of food/milk; building upkeep and supplies; IT security.

Jeff Kemerley noted that while this budget is a tough decision, there is growth here and increased impact on the scholars and families Christopher House is serving. The number of families serving is growing and our future is bright.

Motion made at 7:10PM to approve the FY24 budget by Roberto Interiano and seconded by Alex Maturi.

Strategy Committee, Presented by Libby Shortenhaus

Libby Shortenhaus, CEO of Christopher House, briefly discussed strategic plans for Christopher House. She noted that she and the Leadership Team have been focused on the upcoming FY24 Budget and will present a strategic plan for approval at the Board meeting in September.

Motion made at 7:18PM by Alex Maturi and seconded by Jessica Cardoni to close the meeting.

Meeting adjourned at 7:19PM.