



Executive Board

Meeting Minutes

Thursday, April 25, 2019, 10am

Present | Bill Siedhoff (Chair), Sr. Mary Ann Nestel, Karl Wilson, Theresa Mayberry, Ann Bannes, Cynthia Crim

Other Attendees | Jamie Opsal, Bill Kuehling, Stephanie Herbers, Susan Kabat (phone)

Welcome and Review of Minutes (Bill Siedhoff)

Theresa Mayberry made a motion to approve the March Board Minutes, Ann Bannes seconded; Board unanimously approved.

Chair Report (Bill Siedhoff)

State Statute for Senior Fund | Waiting on an update from Rep. Donna Barringer on HB 1054. Sen. Karla May has agreed to support it on the Senate side.

Joint Letter with Clay County | In collaboration with Tina Uridge in Clay County, Jamie Opsal sent out a letter to all senior levy funds to encourage them to share how circuit breaker legislation affects their residents. SB208 passed committee and is now up for consideration on Senate floor; this legislation would remove renters from eligibility for the circuit breaker (i.e., property tax) credit.

Seniors Count Committee | Meets April 26 at Lutheran Senior Services to consider if they want to revisit the campaign for St. Louis County. Bill and Jamie will attend the first meeting.

Election of Officers | The Board will confirm FY20 officers in June. Jamie will follow-up with current officers to see if they would like to continue in their current roles and will report back at the May meeting.

Legal Consultant Report (Bill Kuehling)

No updates.

Fiscal Committee Report (Theresa Mayberry)

Budget Report | Theresa reviewed the current statement of net position. The majority of funds are being held under Unrestricted Fund Equity; these are for grants we are committing to in FY20 and other planned funding rounds.

Notetaker: Stephanie Herbers

Fiscal Policies | Presented fiscal policies document that incorporates policy and process related to separation of duties, spending authority for executive director, controls for credit card(s), etc. Both Theresa and Bill Kuehling reviewed. Presenting to board for approval.

Sr. Mary Ann Nestel made a motion to approve the fiscal policies as presented, Ann Bannes seconded; Board unanimously approved.

3rd Quarter Report (Susan Kabat via phone)

Susan reviewed the 3rd quarter financial reports; net position and budget vs. actual report. Surplus of funds will be used for grant payments and other encumbered expenses throughout the year. Revenues are 12% higher than what was budgeted. Overall, spending is on track. Year to date, 42% of the budget for grants has been expended; grants approved at this meeting will bring up that percentage. The Senior Fund is at about 73% for planned operating expenses, which is expected at this time of year.

Program and Grant Committee Report (Karl Wilson)

Grant Renewal Procedure | Presented description of grant renewal process for Phase 1 Senior Fund grants (i.e., those awarded in 2018); this could be followed for subsequent grants. Where justified want to move toward a 3-year funding cycle for grants; contracted on an annual basis with opportunity for up to 2 years of renewal after the first year. In addition to maintaining grants amounts for grants in good standing, with an adjustment for cost of living, process presented would allow for grant increases year to year. Increases would be offered to specific grantees only if funds are available and the Senior Fund board and staff have identified a clear need and rationale (e.g., expansion of successful programs). Based on staff recommendations, board will approve invitations for renewal and review and approve renewal requests.

Karl Wilson made a motion to approve the grant renewal process, Cynthia Crim seconded; Board unanimously approved.

Phase 1 Grant Renewals | Karl presented the list for Phase 1 grant renewals.

Recommendations are based on staff review of interim reports and site visits. All Phase 1 grantees will be invited to submit renewals at varying amounts. If approved by Board, notice to grantees will be sent to invite them to submit requests for renewals. Renewal requests will be presented at May Board meeting for final Board approval.

Karl Wilson made a motion to approve invitations for renewals up to total amount listed, Sr. Mary Ann Nestel seconded; Board unanimously approved.

2019 New Grants | Presented information on applicants and amount recommended by Program and Grants Committee and additional reviewers. Sixteen out of 30 letters of intent submissions were invited to submit a full application; 9 applications are recommended for funding. For social isolation grants, committee recommended 7 grants for a total of \$252,357. For homemaker chore services grants, committee recommended 2 grants for a total of \$150,000.

Sr. Mary Ann Nestel made a motion to approve the 2019 grant awards as presented, Ann Bannes seconded; Board unanimously approved.

Indirect Expenses | Presented guideline for an allowance for indirect expenses, up to 12% of direct expenses, for future Senior Fund grants.

Karl Wilson made a motion to incorporate guideline as presented into current policies and procedures for grants, Ann Bannes seconded; Board unanimously approved.

Executive Director Report (Jamie Opsal)

Jamie presented report on staff activities since last board meeting. Encouraged board members to consider completing the community needs survey recently distributed by the United Way.

St. Andrew's Ageless Remarkable St. Louisans | Sr. Mary Ann Nestel has been selected to be recognized as a 2019 honoree. Information about the gala where she will be recognized will be shared with the Board once it is available.

Meeting Adjourned 11:30am

Next Meeting: May 23, 10am, at the Department of Mental Health.