



Executive Board

Meeting Minutes

Thursday, August 22, 2019, 10am

Present | Cynthia Crim, Karl Wilson, Bill Siedhoff, Chauncey 'Skip' Batchelor, Ann Bannes

Other Attendees | Jamie Opsal, Stephanie Herbers, Susan Kabat

Welcome and Review of Minutes (*Bill Siedhoff*)

Karl Wilson made a motion to adopt the June and July minutes as presented, Skip Batchelor seconded; Board unanimously approved.

Chair Updates (*Bill Siedhoff*)

Recent Coverage of Senior Fund | The Senior Fund's support was recently mentioned in two newsletters: Society for the Blind and Visually Impaired and St. Andrew's Charitable Foundation. A letter to the editor, [Resources Available to Keep Seniors from Falling](#), authored by Jamie Opsal and Bill Siedhoff was published in the St. Louis Post-Dispatch.

Board Member Recognition | Sr Mary Ann Nestel will be recognized for her service in the St. Louis community at St. Andrew's Ageless Remarkable Saint Louisans Gala on October 19.

HUD Planning Meeting | The Community Development Administration for the City of St. Louis is currently planning its 2020-2024 Consolidated Plan for the funding they receive from HUD. This funding covers a variety of community development and public services, including resources for seniors. Bill Siedhoff, Jamie Opsal, and Stephanie Herbers attended on of their public input meetings. The online survey for resident feedback is still open, Stephanie will send the link to any Board members that have not had a chance to complete.

Fiscal Committee Report (*Jamie Opsal*)

FY19 Fiscal Report (Susan Kabat) | Susan presented the preliminary end of year financials. The Fund had higher revenue in FY19 than budgeted, \$2,111,294 vs. \$1,827,912. The Fund distributed \$693,750 in community investments. Additional community investments approved in FY19 that doubled that amount had contracts that began July 1, 2019; those investments will appear in the FY20 Fiscal Report along with additional community investments approved in FY20. Once the audit is complete, a final fiscal report for FY19 will be shared with the Board and included in the Senior Fund's annual report that will be shared publicly.

Due to an increase in property assessments this year, the Senior Fund will receive data this fall from the assessor's office to determine if the Senior Fund's rate needs to be adjusted

Notetaker: Stephanie Herbers

based on the Missouri Hancock Amendment. The resolution to maintain or adjust the Fund's rate will be due before the end of September.

Skip Batchelor made a motion to accept the preliminary financial report, Ann Bannes seconded; Board unanimously accepted.

Accounting Policies | Jamie Opsal presented final accounting policies to the Board. In preparation of the audit, the Senior Fund needed to finalize documentation of procedures for internal controls within the organization. The Fund's procedures are like the St. Louis Mental Health Board's since they are also a taxing authority but tailored for the Fund's specific activities and staff structure. The policies were developed by Jamie and reviewed by Bill Kuehling, Susan Kabat, and the Fiscal Committee. These will be combined with other policies for the Fund (e.g., employee handbook) into one document. Bill Kuehling will work on a policy for investments that will be presented later this fall.

Karl Wilson made a motion to approve the accounting policies as presented, Skip Batchelor seconded; Board unanimously approved.

Audit Team | The Fiscal Committee received 4 proposals from accounting firms and reviewed them along with Senior Fund staff. The Committee recommends working with RubinBrown for the FY18-19 audit. Once approved and contract finalized, the audit team would start in September and will complete a report by the end of the year.

Karl Wilson made a motion to approve the Fiscal Committee's recommendation to contract with RubinBrown for the Senior Fund's audit, Cynthia Crim seconded; Board unanimously approved.

Next Step > Jamie will notify all the firms whom submitted proposals and will move forward with initiating a contract with RubinBrown.

Program and Grants Committee Report (Karl Wilson)

Spending Parameters | The Fiscal Committee reviewed financial projection reports developed by Susan Kabat and Senior Fund staff and outlined general funding parameters for annual program investments based on current funding, including spending down of net position, for the Program and Grants Committee. The committee is working from this to finalize recommendations for program investments to present to the board in September for the remainder of FY20 and FY21. The committee and staff are weighing community needs, as well as organizational capacity, for its recommendations.

Census 2020 (Jamie Opsal) | Jamie presented an update on the coalition of funders who have been convening to work on ensuring residents that are at risk of undercounting or omission are counted in the 2020 Census. Approximate 40% of Missouri's budget comes from the federal government which a significant portion of supports services in St. Louis; it is estimated there is a \$1,277 loss per person for every person not counted. Many community-based programs for residents rely on census data, including many for older adults. The St. Louis Community Foundation is serving as a fiscal agent for pooled funding to support Census outreach efforts; MFH is matching any financial commitments made by other funders.

Jamie proposed that the Senior Fund Board approve an investment to the pooled funding. The goal of this investment would be to ensure older adults and their family members in the City of St. Louis are counted in the Census. At least one-third of census tracts in the City have a high concentration of older adults in addition to risk factors for being undercounted or omitted. The change in how the Census is collected with emphasis on online reporting is going to be challenging. Also understanding of connection of funding and political representation to Census data is low. Grassroots involvement of organizations residents may trust is important. A RFP for community outreach in the St. Louis Metro region is going out in September. If the Fund wants to participate, a MOU must be submitted by the end of August. Jamie recommends an investment of \$75,000; this amount would only be distributed for grants focused on outreach to St. Louis City residents, 60 years and older.

Ann Bannes made a motion to approve an investment of \$75,000 to the St. Louis Metro pooled funding for the 2020 Census, Karl Wilson seconded; Board unanimously approved.

Executive Director Report (Jamie Opsal)

Grantee Recognition Event | Jamie is working on finalizing a date in October to host an event that highlights current grantees for local officials and other stakeholders. It will be held at Food Outreach, one of the Fund's FY20 grantees.

Convening Grantees | Currently hosting meetings to convene grantees in each focus area to touch base on their program and share information on the resources they have available. Society for the Blind and Visually Impaired, along with Jewish Family and Children's Service, helped facilitate a meeting for the fall prevention grantees. A meeting for grantees working under the economic security focus area will be held in September; this meeting will include presentations by Legal Services of Eastern Missouri and Rx Outreach.

Advocacy | Jamie and Stephanie Herbers were invited to participate in the Missouri Foundation for Health's two-part advocacy training in Jefferson City. They will attend two trainings, one in August and one in September.

An advocacy grant proposal was submitted to Missouri Foundation for Health in August to work on regional workgroups and a statewide coalition for older adults. The Senior Fund contracted with a grant writer to support this grant submission. The Missouri Association of Area Agencies on Aging agreed to serve as the fiscal agent for the grant. The Advisory Committee for the grant, and supported work, will include representatives from several organizations outside of the Area Agency on Aging network, including the Senior Fund and Marillac Mission Fund.

Other Announcements

St. Louis Office for Developmental Disability Resources is hosting an open house in their new offices at 2121 Hampton, September 12 at 3pm. All are invited to attend.

Meeting Adjourned 11:16am

Next Meeting: September 26, 10am, at Missouri Foundation for Health.