



## Executive Board

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### *Meeting Minutes*

Thursday, February 23, 2023, 10 am

**Present** | Bill Siedhoff, Cynthia Crim, Ann Bannes, Karl Wilson, Sr. Mary Ann Nestel, Julia Allen **Absent** | Skip Batchelor **Other Attendees** | Jamie Opsal, Stephanie Herbers, Katie Ratkowski, Susan Kabat, Matt McBride

#### **Review and Approval of Minutes** (*Bill Siedhoff*)

*Sr. Mary Ann Nestel made a motion to approve the meeting minutes from January as presented, Julia Allen seconded; Board unanimously approved.*

#### **Introduction of New Legal Counsel** (*Bill Siedhoff*)

Welcomed Matt McBride as the new legal counsel for the Senior Fund following Bill Kuehling's retirement. Matt is an attorney with Lashly & Baer and has been practicing since 1998. He represents several quasi-governmental entities, including Saint Louis MHB, as well as serves on several boards and commissions.

#### **Program and Grants Committee** (*Ann Bannes*)

**Senior Center Grants** | A RFP for new senior and community center grant awards was released in November 2022. Organizations could apply for support for capital and technology improvements up to \$25,000; one-time expenses such as planning for facility improvements OR repairs or purchase of equipment, technology, or other durable assets that maintain or strengthen a center's ability to serve older adults and has a useful life of more than one year. The last time the Senior Fund offered this funding opportunity was two years ago.

There was up to \$250,000 budgeted for Aging Network grants for FY23. Eleven organizations submitted requests for funding. Nine organizations met all of the criteria for senior and community centers outlined in the RFP. Staff reviewed proposals and presented them to the Grants Committee. The Grants Committee presented three recommendations for the board. First recommendation, approval of 7 grant awards totaling \$145,350. Second recommendation, deferring decisions on two grant proposals that requested significant portions (50% or more) of vehicle purchases. Would like to revisit at April board meeting with a discussion and recommendations for how Senior Fund may want to handle support for vehicle purchases moving forward given high need for financial support of vehicle repairs and replacements. Third recommendation, leaving the option open to revisit two proposals that

*Notetaker: Stephanie Herbers*

did not meet full senior center eligibility if any budgeted program investment funds remain unspent later in the fiscal year.

*Karl Wilson made a motion to approve seven grant awards in the total amount of \$145,350 to the organizations outlined in the presented list up to the amounts designated for each and give the board chair and executive director authority to enter into grant contracts with the awarded organizations, Cynthia Crim seconded the motion; Board unanimously approved.*

**Emergency Grant Decisions** | Senior Fund received one Emergency Grant request since the last board meeting from EnergyCare. Their van's transmission failed in December and they decided it was not worth replacing given its age and mileage. To ensure they had a vehicle that they could use to deliver A/Cs and other heating and cooling supplies to clients, they financed a newer minivan. They owe \$19,000 on the van and are fundraising to pay off the van. They requested \$10,000 from Senior Fund. Grants Committee has authority to consider and make decisions on emergency grant requests \$10,000 or less.

Committee members viewed loss of vehicle as an emergency, but the organization was able to find a solution to obtain a new vehicle through a loan. However, needing to make financial payments on a vehicle can be a strain for an organization; particularly one with a smaller budget. Thus, at the February 14 Grants Committee meeting, committee members approved a 1:1 matching grant for up to \$3,800 which is 20% of the loan amount. Once EnergyCare can show proof of fundraised dollars, this will be charged to the Transportation Matching Grants line item in the Senior Fund budget instead of Emergency Grants. No further board decisions were needed at this time but committee members will present options for Senior Fund support of vehicles at April meeting.

**FY23 Fund Defined Grant Increases** | Senior Fund has a little over \$78,000 that is not allocated to a specific grant award in the budget for Fund Defined grants. This is due in part to rounding during budgeting, delay of a grant contract with SLU, and early end of grant with PEACE Weaving Wholeness mid-way through the year. During grant check-in meetings, some partners asked about options for award increases or advancing their next year's grant dollars due to increased costs and/or demand for services that exceed their current grant award. Staff identified three grant awards that would benefit from a grant increase in the current fiscal year, and ultimately benefit City residents. Grant increases would still keep their total grant award in line with others and would not significantly increase the portion of their organization's budget that is supported by the Senior Fund. Based on staff feedback, the Grants Committee recommended grant increases for three organizations totaling \$43,000 in FY23. The three organizations are North Newstead Association, College Hill Foundation, and Food Outreach.

*Karl Wilson made a motion to approve \$43,000 for grant award increases in FY23 to the organizations outlined up to the amounts designated for each and give the Executive Director authority to amend current grant contracts to increase FY23 grant awards and budgets for the designated organizations, Julia Allen seconded; Board unanimously approved.*

**PEACE Weaving Wholeness Contract** | In December, Jamie was on a call with PEACE Weaving Wholeness where they mentioned that they were pursuing closing of their organization; they officially confirmed in writing in February. Jamie sent a letter ending their contract with the Senior Fund at mid-year. Their programs tap into an unmet community need and provide unique offerings for St. Louis City residents, but they needed more governance structure, and financial sustainability to continue their work. STL Village has indicated they are interested in piloting the operation of PEACE Weaving's programming in collaboration with Dr. Sankofa under the administration of STL Village. PEACE Weaving Wholeness would give up its identity and become a program of STL Village. Grants Committee supported submission of a proposal to expand the scope of work of STL Village's current Senior Fund grant contract with a potential for increasing their grant award, not to exceed an increase of \$25,000. Any grant increase must follow Senior Fund's policy of grant awards not exceeding 50% of an organization's budget. Jamie sought board support to have the authority to pursue a grant amendment for STL Village after reviewing their proposal, not to exceed the budget amount supported by the Grants Committee.

*Karl Wilson made a motion to give the executive director authority to review a proposal for, determine a decision, and act on as appropriate, a grant amendment to add implementation of PEACE Weaving Wholeness designed programming to STL Village's scope of work for the remainder of FY23, Sr. Mary Ann Nestel seconded; Board unanimously approved.*

### **Executive Director's Report (Jamie Opsal)**

**Office Lease** – MHB's lease ends in August 2023, so staff have begun looking at office spaces for the Senior Fund staff. There are a couple of spaces that are available now—in buildings set up for co-working—that could work well for Senior Fund staff. There is no guarantee that these or similar spaces will be available this summer. Jamie reviewed projected rent and parking expenses for FY24 for location options in comparison to current expenses with MHB, as well as other amenities and considerations for each space. Board members gave feedback about locations and suggested additional options. Staff are touring another space with MHB; if this space were to be used, it would be shared with MHB staff. Over the years, there has been more and more separation of office related support from MHB, so it would not be challenging to move to separate places if that is the best fit. Jamie meets with MHB and DDRB executive directors monthly and MHB has indicated they would be open to Senior Fund contracting a portion of their Controller's time, no matter where Senior Fund is located. Senior Fund is not tied to MHB's current lease and could move at any time. If staff were to move now, it would free up more space for MHB's expanding team. Jamie is going to share updated information about location options after the office space tour on February 23. Board members decided they would like to hold Tuesday, February 28 at 10am in case there is a need for special meeting to review office space options and make a decision on one of the options that is being held until March 1.

*With no further business to discuss, the meeting was adjourned at 10:55 am by a motion made by Sr. Mary Ann Nestel and seconded by Julia Allen; all were in favor.*

*Next full board meeting is planned to be held via Zoom on **April 27, 10am.***