



Executive Board

Meeting Minutes

Thursday, April 25, 2024, 10 am

Present | Bill Siedhoff, Cynthia Crim, Ann Bannes, Sr. Mary Ann Nestel, Skip Batchelor
Excused | Karl Wilson, Mary Wheeler

Senior Fund Staff | Jamie Opsal, Stephanie Herbers

Other Attendees | Matthew McBride (Lashly Baer, External Counsel), Susan Kabat (MHB, Contracted Accountant), Leon Threat (Northside Youth and Senior Service Center), Dan Reynolds (Holmes, Radford, & Reynolds, Inc), Daniel Davis (NSYSSC Board Member), Gwendolyn Cogshell (Community Member), Dell Breeland (Community Member), Gerry Connolly (Community Member)

Review and Approval of Minutes (*Bill Siedhoff*)

Sr. Mary Ann Nestel made a motion to approve the February minutes as presented, Skip Batchelor seconded; All were in favor of approving minutes.

Northside Youth and Senior Service Center Presentation (*Leon Threat, Dan Reynolds, Daniel Davis*)

Provided update on senior center grant received from Senior Fund that supported a feasibility study to assess need for new building. Northside Youth and Senior Service Center provides programs and services for both seniors and youth, including meals, transportation services, and education and recreation programs. Their center is located in a former convent in The Ville neighborhood. Their current building was not designed to be a community center and is outdated, inaccessible, and too small for the growing number of people the center seeks to serve. Their feasibility study found support for a capital campaign to fund a new building. They are working on building their organizational capacity to run a campaign and procurement of LRA lots near their current location in preparation of launching a campaign. They are anticipating they will need to fundraise \$5 to 6 million to cover construction costs and initial ongoing operations and maintenance expenses. They thanked the Senior Fund board and staff for their support and will make sure to provide updates as they move forward with their planning and campaign.

Program and Grants Committee (*Ann Bannes*)

Update on Food Outreach Emergency Grant Award | In February, the board approved providing Emergency Grant support to Food Outreach to contribute to the costs of replacing

Notetaker: Stephanie Herbers

their blast freezer. Since then, they were notified by the Affordable Housing Trust Fund that the trust fund could cover the entire cost of the freezer replacement under their current contract with them. Thus, Food Outreach no longer needs Senior Fund grant support for the freezer. Our grant award was never executed, and we will cease holding funds for them.

Update on Fund Defined Proposal Submissions | We received 26 submissions for our open RFP to support housing and economic security focused requests. Board members were provided a list of submissions. Katie Ratkowski is working on completing financial risk assessments for all of the proposals. Proposals have been assigned to grant review teams for programmatic reviews that include a Grants Committee member, a staff member, and four community reviewers; we will share additional information from the reviews once they are completed in early May.

Vehicle Matching Grant Requests | We received and reviewed three vehicle matching grant requests since the February board meeting from St. Elizabeth's Adult Day Care Center, Southside Senior Citizens Center, and Buchanan Foundation. These requests fall under our Aging Network budget line item. After review of the requests and the focus for the grants category by staff and Grants Committee members, the following recommendations were made to the board: Approval of St. Elizabeth's Adult Care Center's 20% grant request in the amount of \$13,350; Approval of Southside Senior Citizens Center's request at \$23,240 which is 20% of the vehicle cost; Denial of Buchanan Foundation's request.

Ann Bannes made a motion to approve the Grants Committee recommendations as outlined and enter into grant agreements with the two organizations, this includes transferring \$14,659 from the Collaborative grants budget line item to the Aging Network budget to cover the total of the two grant awards, Skip Batchelor seconded; All were in favor.

Executive Director Report (Jamie Opsal)

FY25 Budget | Staff are working on the fiscal year budget which will be presented for approval in May. We have been notified by MHB that they will likely expand their staff significantly in the current calendar year; they are already in the process of hiring a new staff accountant and data analyst. The FY25 budget will include an increase to office expenses to prepare for a potential move.

Partner Recognition and Awards Event | The last time we convened partners was in 2019. We have increased the number of organizations receiving grants from 17 to 35 organizations, with 45 active grants since then. On May 22 we will host an event at Rung for Women to celebrate the growth of Senior Fund and recognize our funded partners. We will also present Community Service and Professional in Aging awards to four individuals. Nominations for awards were reviewed by Bill Siedhoff, Skip Batchelor, Sr. Mary Ann Nestel, and Jamie. Professional in Aging awardees will receive up to \$3,000 each in professional development related funding. Community Service awardees will receive \$500 to use toward their volunteer work or other uses. Due to the growth in partners and the addition of a second Professional in Aging awardee, Jamie requested that the budget for the event and awards be increased from \$6,000 to \$12,000. This will ensure that we can cover the cost of the awards as well as rental of a space to accommodate the audience we expect and light refreshments.

Sr. Mary Ann Nestel made a motion to approve the budget increase for awards and the event as requested, Cynthia Crim seconded; all were in favor.

Northview Village and Heritage House Expense Update | Discussed update on expenses for emergency responses to closure of Northview Village and Heritage House. For Heritage House response, Senior Fund covered the cost of case management and some direct financial assistance to help residents who were 60 years or older and needed assistance with moving. We also covered a portion of hotel expenses, particularly for older residents who had move-in dates several days beyond what the City could. This resulted in expenses of a little over \$12,000 above what was originally estimated for Heritage House response expenses. We are still within our Emergency Grants spending budget for the year. Jamie requested ratification from the board to approve the expenses for Heritage House response above what was originally estimated.

Sr. Mary Ann Nestel made a motion to approve an increase in expenses for Heritage House residents, Ann Bannes seconded; all were in favor.

Heritage House After Action Report | Based on recommendations from Bill Siedhoff and Skip Batchelor, Jamie would like to contract with an evaluator to develop an after action report documenting lessons learned and recommendations from the Heritage House emergency response. This report would be a collaborative effort with other partners, including other funders. There is funding remaining in the budget for collaborative projects. In preparation of the board meeting, Jamie distributed a RFP requesting bids from local evaluators. We received two bids by the deadline from evaluators we have worked with previously. Both provided responsive bids. Jamie would like to move forward with a contract with the UMSL Community Innovation Action Center based on their bid. Desired outcomes of the report would be to document lessons and recommendations to be better prepared for future events, including advocacy potential policy and other system changes.

Skip Batchelor made a motion to approve giving Jamie Opsal the authority to enter into a contract with UMSL and charge to the Collaborative Projects line item, Sr. Mary Ann Nestel seconded; all were in favor.

With no further public business to discuss, Sr. Mary Ann Nestel made a motion to go into a closed session pursuant to Section 621.021(3), RSMo., relating to personnel matters in which personal information regarding an employee will be discussed, Ann Bannes seconded; all were in favor.

Meeting ended and closed session began at 11:04 am.

Next full board meeting will be **May 23 at 10am.**