

Center For Siouxland  
Board of Directors Meeting Minutes  
August 17, 2021

IN ATTENDANCE: In-person: Mike Horner, Tom Limoges, Christine Salem, Becky Vallari, Angie VanOtterloo, Jonette Spurlock, Kathy Ranniger, Susan McGuire. Via Zoom video conference: Alex Berenstein

EXCUSED: Erin Edlund, Jen Gomez, Pamela Ives, Larry Moser, Lori Noltze, Nate Probasco

Chair Angie Van Otterloo **convened** the meeting at 12:05 p.m.

**Mission Minute:**

**Minutes from previous meeting - Becky** - The June 2021 BoD meeting minutes, which were distributed electronically prior to the meeting, were offered for review and discussion. There were no corrections or additions.

\*\*As there was not a quorum present, there was no motion or vote to approve the June 2021 minutes; will need a motion/vote to approve in September.

**June 30, 2021 Income Statements/Financial Highlights – Mike/Kathy:**

The June 30, 2021 CFS income statement and balance sheet which were distributed electronically prior to the meeting were offered for review and discussion. Also see Financial Highlights for June 30, 2021.

**CFS Balance Sheet:** Operating cash was \$59,650 in Center and \$16,803 in Bridges. Accounts payable was \$26,455 – includes invoices for Audit (\$9,150) and Computers (\$8,886). June 2021 investments market value is \$967,825.

**CFS Profit/Loss:** Total revenue for the month was \$122,093 (\$43,017 over budget). Federal support \$11,917 - IRS Grant \$3,224; HUD Planning Grant \$10,838 (not budgeted). Investment income this quarter \$44,541/YTD \$63,673. BW occupancy fees continue to run well below budget. Total expenses for the month were \$126,549 (over budget \$32,692 MTD/ under budget \$7,619 YTD). Staff salaries/benefits under budget due to being down 1 staff in the CT department and client expenses at BW). Contract labor over budget due to temp employee in CT. Appreciation bonuses paid this month and purchased 10 new computers/monitors. Audit fees recorded this month; budgeted in July/August. MTD loss of \$4,456 against a budgeted loss of \$14,782; YTD loss of (\$49,790) vs. a budgeted loss of (\$68,817).

\*\*As there was not a quorum present, there was no motion or vote to approve the June 2021 financials; will need a motion/vote to approve in September.

**July 31, 2021 Income Statements/Financial Highlights – Mike/Kathy:**

The July 31, 2021 CFS income statement and balance sheet which were distributed electronically prior to the meeting were offered for review and discussion. Also see Financial Highlights for July 31, 2021.

**CFS Balance Sheet:** Cash position is good - Operating cash was \$43,543 in Center and \$6,803 in Bridges. Accounts payable was \$6,689 – includes invoices for Audit (\$9,150) and Computers (\$8,886).

**CFS Profit/Loss:** Total revenue for the month was \$59,174 (MTD \$18,430 under budget/YTD \$7,023 under budget). Federal support \$15,610 vs. budgeted \$10,884. State support, Other Grant Revenue, and Other Revenue less than budgeted. Didn't receive County support for CT in this month, and BW occupancy fees continue to run well below budget. Total expenses for the month were \$85,883 (under budget \$13,809 MTD/under budget \$21,428 YTD). Staff salaries/benefits under budget \$32,964 due to being down 1 staff in the CT department. Contract labor over budget \$2,445 due to temp employee in CT. MTD loss of \$26,709 against a budgeted loss of \$22,088; YTD loss of (\$76,500) vs. a budgeted loss of (\$90,905). Overall, running very close to budget.

\*\*As there was not a quorum present, there was no motion or vote to approve the July 2021 financials; will need a motion/vote to approve in September.

**New VITA Program Coordinator – Olivia Benjamin:** Olivia started July 6. She is a Spring 2021 ISU grad with a major in Marketing and minors in Political Science and Event Planning. In addition to serving as our VITA Program Coordinator, she has taken over our social media presence.

**Center For Siouxland Social Media 101 – Olivia:** CFS has a social media presence on Facebook, Instagram, LinkedIn, and You Tube. Olivia has created a photo release for staff because we get more activity and better response when we use pictures of staff. Olivia has developed a Social Media Calendar and is strategically planning what to post and when. The Social Media Calendar contains a tab for each month of the year with columns at the top that list holidays, CFS-related Special Events, Special Employee Dates, Weekly Days for Social Media, Special Monthly Dates/Themes, pages to share from, and Upcoming for Next Month. So far we have Money Monday and Tax Tip Tuesday. The Board suggested adding a Financially Fit Friday and gave additional suggestions for pages to share from.

**Fundraising Committee – Angie:**

**Event Details:** Friday, October 8 from 6 – 10 p.m. at the Sioux City Country Club. Entertainment by Trust. Whiskey, Wine, and Brew tastings with food and dessert pairings at the beverage stations. Home Sweet Home Realty returns with a chance to purchase a beautiful house and win a wonderful housewarming gift.

**Tickets:** Thank you to Erin for printing the tickets for us! The Board Member tickets were handed out at the meeting. Please sell, sell, sell! They are \$50 each. There is no “Table” price, and unless specifically requested, there will be no “reserved” tables. We are doing a variety of high top tables and tables w/ chairs.

**Sponsors:** Jonette has begun to make sponsorship asks, but we still need more sponsors. If you can make an ask, let Jonette know and she will get you the Sponsorship Form. Otherwise, if you have a contact, let Jonette know and she will make the ask.

**Home Sweet Home Realty/Housewarming Gifts:** We have decided to forgo the silent auction this year. Instead, we are hoping to sell more houses through our Home Sweet Home Realty/Housewarming Gifts. Angie has sent out an email asking all of the Board Members to provide the housewarming gifts/baskets with a minimum value of \$50. Please see that email or ask Angie for additional information, and please turn your housewarming gifts/baskets in at Center For Siouxland by September 15.

**Live Auction:** Tom will contact the travel company for trip options. This will be the only auction item!

**BW Task Force – Christine/Jonette:** Haven’t met since May. We sent a high-level proposal to amend the LURA to IFA in June, and they denied our request. They want additional information which we are working on compiling and putting together. We have also met with the Section 8 Housing Inspector at the City to discuss options for the units if the LURA is not amended and how Section 8 could fit into the plan. We want to have a full plan before meeting again and ultimately bringing it to the Board.

**City of Sioux City COVID Grant – Jonette:** The City is awarding CDBG/COVID \$\$ Grants to non-profits. We are planning to apply for funds to finish the lights and ceilings in the back offices, and we will look at applying for some funding to make modifications at BW for Single Room Occupancy (SRO) units as we continue to plan to transition away from being a homeless program.

**Nate Update – Jonette:** Nate joined the Air Force and is currently in San Antonio. He graduates on September 9 and will then transfer to Wichita Falls, TX for tech training until March.

**Other Business:**

**Next Regular Executive Committee/BoD Mtg.:** The Executive Committee will next meet on Tuesday, September 21, 2021, @ 11:30 a.m. at Center For Siouxland in the large conference room. The full BoD will next meet on Tuesday, September 21, 2021 @ 12:00 p.m. (noon) in the large conference room.

**Adjourn –** Angie adjourned the meeting at 1:10 p.m.

# Center For Siouxland Financial Highlights June 30, 2021

## Center For Siouxland

### Balance Sheet

- Center Operating Cash \$59,650 at month end
- Bridges Operating Cash \$16,803 at month end
- Accounts Payable \$26,455; Credit Card \$1,000
  - Includes Invoices for Audit \$9,150 & Computers \$8,886
- Investments –Market value \$967,825; Jun 2021 Values

### Profit & Loss Budget Performance

- Total Revenue for MTD \$122,093 is \$43,017 over bud
  - YTD \$11,40 over Budget
- Federal Support –\$11,917 vs budget \$10,884
  - IRS Grant \$3,224, Entire \$30,000 Budgeted in May
  - HUD Planning Grant of \$10,838; not budgeted
- State Support – \$26,667 vs Bud \$3,982
  - Iowa Finance State ESG \$11,917; timing of draws
  - YTD over due to \$40k from Partnership with Family Management (\$32k reclassified to LFY)
- Fundraising – None this month
- Donations – \$269 MTD vs budget \$2,320
  - YTD under \$10,991
- Total Other Grant Revenue MTD \$20,306 vs Budget of \$18,250
  - \$5,000 from United Way for VITA program
  - \$5,000 from Wells Fargo Foundation
- Investment Income – this QTR \$44,541; YTD \$63,673
- Other Revenue \$14,895 MTD vs Budget \$18,755; YTD under \$3,860
  - BRW Occupancy Fees MTD under budget \$1,850; YTD under \$10,024
  - Conservator Fees MTD under budget \$1,506
- Total Expenses \$126,549 MTD, Bud \$93,858; over \$32,692; YTD under 7,619
  - Salaries/Benefits YTD under \$24,465; Short 1 staff position
  - Contract Labor MTD over \$5,005; \$3,985 due to temp employee in Client Trust
  - Appreciation Bonus' paid this month \$17,805
  - Computers / Monitors (10) Purchased for \$8,886
  - Audit Fees \$9,150 (Budgeted in Jul/Aug)
- Net gain (loss) MTD of \$(4,456) vs bud gain (loss) \$(14,782)
- Net gain (loss) YTD of \$(49,790) vs bud gain (loss) \$(68,817)

# Center For Siouxland Financial Highlights July 31, 2021

## Center For Siouxland

### Balance Sheet

- Center Operating Cash \$43,543 at month end
- Bridges Operating Cash \$6,803 at month end
- Accounts Payable \$6,689; Credit Card \$126
- Investments –Market value \$967,825; Jun 2021 Values

### Profit & Loss Budget Performance

- Total Revenue for MTD \$59,174 is \$18,430 under bud
  - YTD \$7,023 under Budget
- Federal Support –\$15,610 vs budget \$10,884
  - IRS Grant \$1,363, Entire \$30,000 Budgeted in May
  - HUD Operating Grant of \$14,247; budget \$10,884
- State Support – \$none vs Bud \$13,982
  - YTD over bud, \$40k from Partnership with Family Management
- Fundraising – None this month
- Donations – \$525 MTD vs budget \$2,320
  - YTD under \$12,786
- Total Other Grant Revenue MTD \$10,932 vs Budget of \$15,500
  - \$1,592 from United Way Designations; Budgeted next month
  - No County-Payee Support this month vs Budget \$6,250
- Other Revenue \$16,004 MTD vs Budget \$18,815; YTD under \$15,695
  - BRW Occupancy Fees MTD under budget \$1,710; YTD under \$11,734
  - Conservator Fees MTD under budget \$2,009; YTD under \$7,965
- Total Expenses \$85,883 MTD, Bud \$99,692; under \$13,809; YTD under 21,428
  - Salaries/Benefits YTD under \$32,964; Short 1 staff position
  - Contract Labor MTD over \$2,445; \$2,365 due to temp employee in Client Trust
  - Audit Fees \$0 vs Budget of \$6,600 (Budgeted in Jul/Aug)
  - Client Expenses YTD under Budget \$7,580
- Net gain (loss) MTD of \$(26,709) vs bud gain (loss) \$(22,088)
- Net gain (loss) YTD of \$(76,500) vs bud gain (loss) \$(90,905)