

**Special Olympics Iowa
Minutes of the Board of Directors Meeting
Monday, September 19, 2016 5:30 p.m., Grimes, Iowa**

Board Members Present: Jill Southworth (Vice Chair), Neil Berns (Secretary), Charity Hodson, Ted Oberlander, Lana Voga, Jill VanDerPol, Dr. Mary Stevens, Keith Saunders, Stu Sorrel, Deb Eldred, Jack Ohle, Pam Jochum

Board Members Present via Conference Call: Michael Lightbody (webcam), Ken Rizer, Joe Ramirez

Board Members Not Present: Lynn Clayton, Joanne Whitmore, Kathy Lively, Steve Palmer (Chair)

Meeting Recap

1. Welcome

Jill Southworth welcomed staff and board members to the meeting.

2. Athlete Update

Charity spoke about Tailgate for Teammates and that the athletes that attended had a great time. She talked about handing out the sports trading cards with autographs on them. Jill Southworth noted that athletes were on TV later that evening. Charity will pass out extra cards after the meeting. Unified Golf is coming up and it will be her first time golfing and she is very excited for it. She will also be riding in the truck convoy. Over the Edge is quickly approaching.

3. Acceptance of Prior Meeting Minutes

Jill Southworth asked if any changes need to be made to the July meeting minutes. Keith asked about getting executive committee notes as this is something stated in the bylaws. Neil stated he hasn't had a chance to get them out yet. Jill VanDerPol motioned to approve minutes from the July board meeting and this was seconded by Lana Voga. Approved by unanimous consent.

4. CEO Update

Gary reported that Aureon has all the job descriptions and is working on final edits for those. The benefit transition is in progress and the underwriters have the information from staff that they need and that the information was sent the week of August 21st. There is a phone call scheduled for Wednesday but Gary is not sure if more benefit information will be discussed at that time. Jeremiah and Gary met with Jim Harvey to complete a review on the current 401k. Gary will be asking Jim Harvey and Erin Thornburgh to speak to the staff about their options and to provide a yearly overview. Gary reported that the Unified Grant was fully approved and SOIA will be receiving \$65,000 over the next 2 years. The van wrap on the Nissan Cargo Van turned out really well. The Mercedes Sprinter will be wrapped next and is currently in the design stage. Gary noted that athlete counts are up about 236 athletes. This does exclude Play Day athletes. Coaches meetings just finished up and Gary stated they were a great success with great feedback. One person even thanked Gary for Tanner Nissen, Information Manager. The second volunteer survey went out today. There has been a 15% return thus far. Gary stated he just returned from the LETR conference. Officers around the world raised 55 million, which is up 3 million from last year. The 50th anniversary for SOI and SOIA is coming up. The theme is "Play Unified, Live Unified." It will take place at Soldier Field and they plan to have a concert with the focus being on the athletes. There will be a special torch run and SOIA will get to design our own torch. Keith Saunders asked Gary about the

fundraising plan for both anniversaries- SOIA and SOI. Gary noted he thought that creating a committee would be a good idea and that the fundraising goal for SOI is 100 million but he has no other details beyond that. Jack asked how many other states will be celebrating their 50th and Gary stated that he thought that it was less than 20 states. Gary also noted that there would be special branding for the 50th but that nothing has been released as of this time. Gary stated that SOI will be petitioning the Smithsonian to display some of the SO memorabilia. Gary attended the regional CEO meeting and noted there will be a follow up in October. Jack asked about the states in our region and Gary noted our region consists of Nebraska, South Dakota, North Dakota, Minnesota and Wisconsin. Accreditation for 2017 is approaching. Gary noted there will be an increase in the fees but not as much as previously thought.

5. Development Report

Gary reported that LETR had a great turnout for the 2nd annual Dunkin' Donuts Cop on a Rooftop. Numbers from the event are not finalized but it is looking like they raised about \$19,000 from the event, which is up approximately \$5,000 from last year. Gary noted that there was some nice press and air time from the event. Gary noted that there were two anonymous donors from Swing with the Celebrities, which raised about \$48,000. This is up from \$15,000 last year. Kiwanis golf is down from last year as it seems to be tailing off a bit. Cargill is flat from last year and made around \$16,000. There are no official numbers on Pigskin Madness yet but Jeremiah indicated that it is trending toward being down from last year. The Truck Convoy will take place on October 8th, which is the same day as State Volleyball. Over the Edge was moved to October this year due to construction being completed on the building that SOIA uses. Gary noted that Polar Plunge season is upcoming. Gary gave kudos to Stuart for his hard work on Tailgate for Teammates. The event is looking to have grossed about \$55,000, which is an increase of \$5,000 from last year. October is a larger grant month for SOIA. October 1st is the annual ISU fundraiser at the football game. Kim lively has been on the radio speaking about it.

6. Program Report

Gary reported that SOIA had a record setting year for State Softball. Sammons continues to volunteer for this event. There were 31 teams and 40 softball skills athletes. Bruce is heading up Fall into Fitness with the FIT program. He only has a few of the MOVbands left out of 100 and about 60 pedometers were handed to athletes as well. The goal is not only to engage the athletes but also family and friends. The next phase will be a healthy eating program. SOIA teamed up with Adaptive Sports and Courage League at the Iowa State Fair. The athletes played bocce, which received a lot of attraction. The Council Bluffs Challenge day had a total of 61 athletes participate and 87 volunteers. Equestrian took place this past weekend. There were 33 athletes that participated in the event. SOIA is currently looking for additional locations to hold this event in the coming years due to a rift between some coaches and the potential to add more athletes to the event. Meetings are currently being set with prospective Unified Schools- 12 in all- and Waukee is now back in the mix as a potential school as well. SOIA will be working to get another 12-14 potential schools as they are very serious about hitting the unified goal. There were 647 new background checks run for Class A's, 137 renewals completed and 379 minors processed. Total for the year is 1,163. Cycling numbers are down due to cyclists going to bocce or swimming. Speed skating is down 4 athletes. Snowshoeing down but Gary thinks this is due to the weather at Winter Games last year as it was bitterly cold. Play Day numbers look to be down but that is only because there are several events that have not taken place yet. Gary noted upcoming dates for program events in the Program handout. Stu asked if numbers are year to date. Gary stated that they are.

7. Finance Report

Brian noted the finance committee will meet for 10-15 minutes after the board meeting.

Jeremiah reported that actual net revenue through August was positive \$10,895.09 versus the budget of \$77,695.70. This is mainly due to timing regarding Over the Edge, Price Chopper Golf and Football Raffle dollars expected in September. Last year, SOIA was negative \$251,116. Neil asked about a forecast for the end of the year. Jeremiah noted that we are tracking right at \$49,000 in the positive. Keith Saunders asked about the Notre Dame fundraiser. Jeremiah stated that this is included in that number but it is a very conservative number provided by John Kliegl. Keith then asked why John Kliegl's projection went from \$100,000 to \$150,000 down to \$25,000 and Joe stated he didn't have a comment as to why the projections were lowered or sales were off. Jeremiah noted he thought maybe John Kliegl was just being very conservative on it. Jill Southworth asked for a motion to approve the minutes. Jack motioned to approve the minutes, seconded by Keith Saunders. Approved by unanimous consent.

8. Bylaw Changes

Stu Sorrel noted that the final follow up documents were sent out by Office Administrator, Laura Reed, on 8/19/16. Stu asked if all board members had a chance to review. Stu noted that he didn't receive any feedback and asked Lana Voga and Laura Reed if they received any. Both Laura and Lana stated that they did not. Neil asked about Article II Section 1C- will the board be approving policy and fringe benefits-not hiring? Stu stated that is correct. Neil then asked what the logic behind a two year term versus a one year term in Article IV Section 1. Lana stated that there was not a change to this. Stu asked for more discussion. Jill Southworth stated she would like to propose language that an individual on the board must step down from the board if they apply for a position on staff at SOIA. Jill Southworth is referring to Article XII. Jill Southworth stated that she feels it is a conflict of interest if the board member remains on the board after applying for a position. Stu stated that the committee went back and forth about this but discussed setting SOIA up for success and that they may have a really good board member who may not get the position but the board doesn't want to lose them as a board member either. Jill Southworth stated they could be added back to the board. Stu noted the goal was to only add board members once a year at the November board meeting. Jill VanDerPol stated that she agrees with Stu. Jill Southworth noted that another argument that could be made is if the board member didn't get the position then it might affect further interaction that person has with the board. Jack asked when a person on the board is asked to be a candidate to also ask them to step down from being on a committee- to be a functioning board member but not privy to the search committee details due to a conflict of interest. Should it be interpreted that to have a candidate that applied for a staff position would no longer be able to serve on a search committee. Stu stated that he thinks this is a great call and that his thoughts on the bylaws would be to update them annually. Stu noted that this has not been done in the past and should be. Jack noted that he wanted a statement of discussion in the meeting minutes regarding this. Jack asked Gary about his experience with this. Gary noted that SOI told him he had to be the interim CEO and the board chair. Jill Southworth stated that this is illegal. Gary stated that in his case he stepped off the board search committee so he was not privy to the information once he was a candidate for the CEO position. Jack stated that it is not unusual for board members to become candidates for positions such as this. Stu stated he needs to add language that a board member cannot be staff member at the same time. Gary agreed and stated that he doesn't feel a person should maintain dual responsibility. It was agreed that this topic would be revisited during next year's by-law review. Stu asked for more thoughts on the bylaws. Ted thanked the committee for doing a tremendous job on the bylaws. Stu

stated it was fun. Jill asked for a motion to approve bylaw changes. Neil motioned to approve the changes, seconded by Ted. Approved by unanimous consent.

9. Board Election Nomination Process

Lana stated that all board members should have received a board member nomination packet. The election will be held in November. If you do have a candidate please get all the information to the committee by October 15th. Lana noted that they are pursuing a few candidates as a committee and that they will keep the board posted on those prior to the November board meeting. Keith asked for a number of board members they are looking to add. Lana stated that they are sitting at 20 members now with several board members up for re-election. We can have up to 25 board members. Jill VanDerPol stated that she believes her term is ending. Lana stated that Jill's term actually ends in 2017 but she can actually go one year beyond that. Keith Saunders asked for a profile of the type of person that they are looking to serve on the board. Lana stated that they are pursuing some individuals with medical and financial backgrounds. Lana noted that they are waiting to hear back from the individual with the medical background as they are geographically outside of the Des Moines area. Stu stated that they are also looking for those to be a statewide sponsor as the board lost their Hy-Vee representative. Stu also noted that Principal would be another potential-someone that can bring in volunteers, provide financial help or someone that is tied to the athletes. Stu also noted that Lincoln Savings Bank has shown interest in the past. Lana noted that they are looking at physicians that participate in healthy athletes. Keith Saunders stated that he would be happy to help out on the physician side of things. Gary noted that a representative with Pioneer would be excellent. There are certain positions that are needed to be represented on the board according to the bylaws.

10. Old Business

Jill asked if there was any old business. Ted stated she would like to talk about a committee issue. Ted noted that the plan was to re-implement the leadership conference but it became apparent that the area directors have financial needs that are more important than doing the leadership conference at this time. Ted stated that the area directors are struggling with funding. The committee put together a sub-committee that consisted of staff from both development and program. Ted noted that board approval is not needed at this time but that approval would be needed at the upcoming budget and that the committee will need Jeremiah's assistance. Ted noted that area directors received financial help in the past but when SOIA fell on hard economic times that funding was taken away. Ted stated they would like to start small- \$1000 in the 11 area accounts and then if they used all of that money, the following year they would get another \$1000 or reimbursed the amount they used, up to the \$1000. Ted stated that trust has been gained the past two years and feels this would be a strong move. Ted stated that the committee didn't feel that they had the financial capability to do a leadership conference and fund the area director accounts. Ted stated that they still feel strongly about the leadership conference so not letting that go, but that they will need to re-engage later. Jill Southworth asked more about the leadership conference. It is a combination of training for coaches in athletics and the needs that athletes have. They want to make it a thank you to coaches and volunteers that would be rewarded. In the past, this event has cost \$30,000 to \$35,000. Lana stated that it was training for coaches and a banquet in the evening with athletes that would speak. It was a 2 day event. Keith asked Ted when they were looking to have the event and Ted stated early fall. Keith stated that there is a lot of money in reserves if they still desired to have it. Brian asked if SOIA is paying for training today. Gary stated that training is done by the three regional directors now and it is worked into their salary. In addition to the

financial challenge with the conference, there was also concern around having the organizational capacity. Coaches can do training online, but they have to pay for it. Jill asked if there are regional leadership conferences. Ted stated that they feel strongly about this being a state event, rather than attending a regional event. Jill Southworth asked how many people they had planned to attend the event. Sally stated 200 to 300 individuals. Gary stated that a benefit of delaying is the volunteer recognition would be kicked off by then. Ted noted that she feels the area directors would be upset if we spend money on this large event when the area directors can't get funding for the things their athletes need.

11. New Business

Jill stated the Christmas party will be held on 12/5/16 at Prairie Meadows at 5:30pm.

Jill asked for any other business. No other new business was announced so Jill asked to go into closed session.

12. Closed Session (Board Only- Private)

13. Meeting Adjournment