

**Special Olympics Iowa**  
**Minutes of the Board of Directors Meeting**  
**Thursday, September 27, 2018, 12:30 p.m., Grimes, Iowa**

Board Members Present: Jill Southworth, Stu Sorrel, Ted Oberlander, Steve Palmer, Marta Codina, Matt Dougan, Debby Eldred, Judi Eyles, Lou Fiori, Mike Lightbody, Lana Voga, Michele Wilkie, Joanne Whitmore (by phone). Quorum present.

Board Members Not Present: Kathy Lively, Neil Burns, Lynn Clayton, Jack Ohle, Joseph Ramirez, Dr. Mary Stevens

**WELCOME – Jill Southworth**

**BOARD ATHLETE REPORT – none**

**CEO REPORT– John Kliegl**

With DSM Schools ramping up Unified Sports, John is pursuing a federal grant in the amount of \$225,000 to support an additional person to work with Bryan Coffey to manage that program. The additional staff member would perhaps also take over unified golf.

- 1) Expressed concerns include protecting/keeping Bryan. Is he being paid enough?
- 2) Additional person would be full time – not part time. Demand is present to justify hiring.
- 3) Should an agreement be put in place between SOIA and DSM Schools to prevent them from hiring Bryan outright (non-compete)?
- 4) Matt Dougan moved to go forward hiring a full-time person (not currently in the budget) regardless if grant is awarded fully. The motion was seconded by Steve Palmer and was approved unanimously.

Have had 25-30 applicants for the open marketing and communications position. Conducted three phone interviews, but have chosen not to move forward with any of the three. SOIA will repost the position.

- 1) In addition to doing job as described, the individual will be tasked with creating a SOIA marketing plan.
- 2) SONA provides marketing tool kit that is not currently being utilized.

Plan to hire an athlete on staff on a 6-8 week internship basis to fulfill the office position.

Discussion occurred around individuals who have been let go or who have resigned in the past several months on the financial ramifications of employee exit packages.

**FINANCE REPORT - presented by Jackie Pullen and Ted Oberlander** (detailed financial report provided to board members)

- 1) Casey's came in greater than anticipated (\$840K raised in all 15 states).

- 2) Cop on Top may be going away – law enforcement personnel don't want to be on a scaffolding in a uniform.
- 3) Culver's Butter Burgers and Badges came on new this year (\$18K).
- 4) Dunkin Donuts is now a statewide sponsor (hit over \$25K).
- 5) Polar Plunge was down from last year, but last year was an exceptionally high year, so this is still a significant fundraiser for SOIA.
- 6) Overall, fundraising down, but also dealing with event timing issues.
- 7) Lana Voga moved to approved financial report; seconded by Steve Palmer, and the motion passed unanimously.

#### Audit Report (Ted Oberlander)

- 1) Clean opinion on independent audit report.
- 2) Steve Palmer moved to accept audit report; seconded by Marta Codina, and the motion passed unanimously.

#### 990 Form (Ted Oberlander)

- 1) No questions from finance committee on reported 990 return.
- 2) Marta Codina moved to accept 990; seconded by Stu Sorrel and motion passed unanimously.
- 3) Report will be filed this week.

Ted shared that there is a lot of money in centralized accounting. We are addressing the diversity among areas – some very well-funded; others are penny poor. This is a new system, and there is a need for new policies as a result of centralized accounting. Finance committee, led by Ted, is evaluating current and proposed new policies.

Recycling Center in Estherville wants to donate proceeds to Northwest Bank for Special Olympics. This will run through central accounting; SOIA will set up deposit account for Special Olympics Iowa.

Motion scripted: Be it resolved that the Board of Directors of Special Olympics Iowa gives Northwest Bank authority to open a checking and deposit account to support SOIA. Tax ID is \_\_\_\_\_.

Ted Oberlander moved to approve the motion; Steve Palmer seconded and the motion was approved unanimously.

**DEVELOPMENT AND PROGRAM REPORTS** – submitted in writing by Jeanette Steinfeldt, Rhonda Schwarzkopf, and Bruce Wilson

Development is headed in the right direction.

Currently using FirstGiving, but are looking at Classy as a more mobile-friendly alternative fund raising platform.

Jill indicated we need to accept three previously submitted minutes. Steve moved we approve all three minutes presented; seconded by Lou and motion approved with all votes yes and one new board member abstaining (Michele Wilkie).

Kathy Lively is resigning as Secretary. A volunteer is requested to fulfill that role.

## **NEW BUSINESS**

### **GOVERNANCE REPORT – Judi Eyles and Stu Sorrel**

- 1) Five people will term at the end of this year; all are renewable. Committee will contact members about staying on board.
- 2) Nomination packet will be submitted to all board members to solicit nominations.
- 3) Packets will be presented to the board prior to November meeting at which time nominees will be voted upon for admission to the board.
- 4) Seeking two athletes (via Wendy Olinger).
- 5) Board encouraged to look statewide for board members and athletes. Perhaps we could find another building for the meetings that would make connecting by technology more feasible as a means of involving a more statewide board.

(Steve Palmer) Is there a definitive number of board seats desired? Currently at least 15 and up to 25 board members. All agreed it is good to stay within this SONA guideline.

### **OLD BUSINESS – None**

### **CLOSED SESSION**

Lana moved to go into closed session. Seconded by Marta Codina and the motion was approved unanimously.