Attachment #1

Accola
COMMUNITY. SPIRIT. JUSTICE.

Accola Board of Directors
Thursday, August 21, 2025; 4:00-6:00 PM
In-Person & Zoom

DRAFT

In Attendance: Kevin Berg; Marjie Blevins; Comfort Dondo; Anita S. Duckor, CSJ-C; Karen Gervais; Steve Kenney; Mary Lydon; Brian Mallaro; Brian Mullen; Susan Oeffling, CSJ; Colleen O'Malley, CSJ; Adele O'Sullivan, CSJ; Joel Rainville; Mark Richards; Kris Smyth; Jill Underdahl, CSJ; Sandy Vargas ; Anne Weyandt; Jean Wincek, CSJ

Staff: Andrée Aronson; Cheryl Behrent; Janine Capelle; Haven Green; Matt Halley; Tiffany Melnik; Lacy Sietsema; Elisabeth O'Toole

Excused Absences: Gabi Rohde; Angela Schreiber, CSJ

The Accola Board of Directors meeting convened in-person and on Zoom on Thursday, August 21, 2025. The meeting was called to order at 4:03 p.m.

DEI Statement: Read by Steve.

Spiritual Centering: Led by Adele.

Agenda: Steve announced that Fr. Larry Snyder is resigning from the Board and would like to add this to the agenda. Board goals will also be added to the agenda. Hearing no further changes, all present members voted to pass the amended agenda.

Minutes: The June minutes were presented for approval. Jean requested that names be documented with regards to motions and seconds. Going forward, this will be documented. Hearing no further changes, Jean moved and Joel seconded to approve the minutes. All present members voted in favor of the minutes.

Annual Document Review and Signing: Steve requested that all Board members sign and turn in the Board Commitment, Conflict of Interest, and Board Information forms.

Staff Report & Discussions
<u>**President's Report:**</u> Matt began his report with a statement regarding a negative encounter between police and a Sarah's… an Oasis for resident. Cheryl is working through the encounter with the resident.

Matt reviewed a summary of the Accola Operations Plan. This plan is the result of the strategic direction and sustainability work. Consultants from Tangelo Tree helped guide work groups to determine the main mission impact criteria for Accola. This criteria includes spirituality, social justice, community, sustainability, stability, and empowerment.

There was a discussion about outcomes, responsibilities, and goal progress. Matt stated that there will be a report detailing this process. Matt reviewed donor goals, engagement strategies, and areas of potential growth.

There was a discussion about Accola's relationship with St. Mary's Health Clinics. Matt reported that he and Steve do meet with the SMHC Board Chair and Director. There was a discussion about potential partnerships, either with SMHC or another external source, to address the health equity crisis.

Finance & Operations: Tiffany provided an update on Accola's finances and operations. Progress is being made with regards to IT, HR, and facilities. The audit is progressing well. Tiffany explained the hiring of a Facilities Coordinator and the responsibilities of the Province in its role as landlord. Matt reported that work on a revenue project has begun and invited members of the Board to join the workgroup.

Advancement & Marketing: Andrée reported that Sam Fernandez has been hired as the new Marketing and Communications Manager. An offer has been made for the Volunteer and Community Partnership Manager position. Both she and Matt have begun reaching out to donors with phone calls. Monthly open houses are being organized to highlight the programs of Accola, provide tours, and increase engagement and awareness.

Andrée reviewed the FY25 end-of-year results. She reviewed upcoming priorities, including a digital newsletter, the FY25 Annual Report, and social media strategies. She explained the Giving Circle Pledge program that she would like to implement. There will be a May event that will bring people together. There was a discussion about what Matt and Andrée are hearing in their conversations with donors. Matt explained some of the themes coming out of these conversations.

Wisdom Ways: Haven explained the mission of Wisdom Ways, which is to move from deep listening to courageous action. Current priorities include creating a solid foundation for Wisdom Ways moving forward and team building. Another project involves getting into the history of Wisdom Ways and the current community supporting it. They highlighted fall programming and where programs are taking place.

Wisdom Ways is testing some new offerings this fall. Haven has been thinking about how Wisdom Ways can leverage assets and reach new audiences. Haven explained the timeline for this process.

Learning In Style: Elisabeth reported that Learning In Style is preparing for a new school year. She introduced Janine Capelle, who will be taking on a Co-Director position at LIS. Janine explained her history with the program. Elisabeth reported that the summer school program was successful. Elisabeth reviewed registration numbers and new classes.

Sarah's… an Oasis for Women: Cheryl reported that LIS is sharing a teacher with Sarah's for the fall season. LIS is also sharing a staff person, which allows Sarah's to expand its services. Cheryl provided an update on the residents.

Elevator Pitch: Andrée referred to attachment 10 in the Board packet. This document highlights an elevator speech that Board members can use when talking about Accola. She encouraged Board members to familiarize themselves with the speech and to reach out to her if they have questions.

Recess: The Board recessed at 5:35 p.m. The Board reconvened at 5:44 p.m.

Committee Updates

Steve reminded Board Chairs to submit committee workplans to himself and Anita. Anita reviewed the point of creating these plans.

Finance & Audit: Brian Mallaro explained that the committee did not meet over the summer but will have an in-person meeting at LIS in September. This meeting will include CLA and the audit results. Tiffany reviewed documents that provide a summary of FY25 and July. Cash and investments performed well overall. She reviewed the dashboard and budgeted results vs. actual results. The YTD income came out higher than anticipated, but expenses were higher than forecasted.
There was a discussion about investment activity and the endowment.

Investment: Mary reported that RFPs have been solicited for an outsourced Investments Manager. She reviewed the status of Accola's investments.

Nomination and Governance: The Board Assessment results were presented. Anita reviewed areas of strength and ways to enhance Board effectiveness.

Anita reported that the Nomination and Governance Committee will send a note out to all Board members. This note will inquire as to member interest in serving as Board Chair/Officers.

The committee is establishing a one-year onboarding process for new members.

Resolution Honoring Fr. Larry Snyder: It was stated that Fr. Larry Snyder has resigned from the Accola Board. Anita reviewed a resolution honoring Fr. Larry Snyder for his Board work. Kevin moved to pass the resolution and Sandy seconded the motion. All present members voted to pass the resolution.

Programs & Opportunities: Anne reported that the committee is looking at partnerships, with the intentional goal of increasing the diversity of voices. Sandy has been providing feedback on wisdom figures in the community that can provide this knowledge and help the committee be mindful of the ways that can be used to create creative partnerships.

Advancement: Joel reported that the Advancement committee workplan has been submitted. It is in the process of revising its charter so that marketing falls under staff responsibilities. Joel encouraged members to think about ways to engage with others.

CSJ Mission Education: No update provided.

Board Goals
Steve reviewed the Board goals for FY26. This includes member responsibilities and expectations.

Board Retreat:
There will be a retreat in early 2026. This will be a time for socialization and business. A planning committee has been organized for this retreat.

Executive Session: The Board went into Executive Session at 6:28 p.m.

Board Adjourned: The Board Adjourned at 6:50 p.m.

Respectfully Submitted,
Lacy Sietsema, Accola