



**Accola Executive Committee
Wednesday, January 22, 2025; 8:00 – 9:30 am
Zoom Virtual Meeting**

In Attendance: Kevin Berg; Anita S. Duckor, CSJ-C; Steve Kenney; Mary Lydon; Susan Oeffling, CSJ; Joel Rainville; Jill Underdahl, CSJ; Anne Weyandt; Jean Wincek, CSJ

Staff: Matt Halley; Tiffany Melnik; Lacy Sietsema

Excused Absence: Brian Mallaro

The Accola Executive Committee convened on Wednesday, January 22, 2025 via Zoom. Chair Kevin Berg called the meeting to order at 8:02 a.m.

DEI: Read by Kevin.

Prayer: Steve led the committee in prayer.

Minutes: The November minutes and January Special Committee meeting minutes were presented to the committee for review.

Hearing no changes to the November minutes, Mary moved, and Susan seconded to approve. All present members voted in favor, with Jean abstaining due to excused absence.

The January Special Committee minutes were reviewed. Hearing no changes, Steve moved, and Anita seconded to approve. All present members voted to approve.

President's report

Matt introduced Tiffany Melnik to the Executive Committee. Tiffany has accepted the position of Accola's Vice President of Finance and Operations.

Matt reviewed the Operations Plan, which is based on the Strategic Plan. An overview of the programs and the Accola transition was provided. Accola has a unique opportunity to unveil its identity in a way that explains its connection and roots with the Sisters, even as it differentiates itself from the Province. The committee was updated on where Accola stands in terms of spirituality, as well as funding. Currently, Accola is in a good financial position. The Board will have to make decisions regarding Accola's direction.

Committee Updates

Finance/Audit: Steve reported that the Finance & Audit Committee is making progress on the presentation of the financials. There is a better understanding of commitments and resources. Work continues to be made on increasing transparency.

Investment: Mary reported that the investment fund reports are more streamlined. Some funds will be consolidated. Tiffany has organized an appendix that provides fund details. The overall investment portfolio decreased in December due to the markets, which are up and down. The Investment Committee is discussing the possibility of working with a professional money manager or investment officer.

Nomination & Governance: Anita reported that the Nomination & Governance Committee has revised the Board Networking Plan. Sandy Vargas has joined the Accola Board. The committee is looking into an additional referral for the Bard. A Board Assessment Survey is being organized. The Board Handbook will be finalized and in the Board Portal in February.

Mission Education: Susan reported that the CSJ Mission Education Committee has organized a presentation from Marty Roers of the CSJ Justice Commission/Office. This presentation will provide information on how the Justice Commission/Office got started and will highlight potential ways of collaboration. The presentation will take place during the January Board Education Session.

Programs & Opportunities: Anne reported that the Programs & Opportunities Committee continues its work on the Wisdom Ways project. A lot of voices were heard and data collected. A recommendation will be made at the February Board meeting. Kevin added that the recommendation may become a two-meeting topic. The recommendation will be introduced during the February Board meeting. Time will be given during the March Education Session for the Board to approve the recommendation. This will allow time for feedback, questions, and reflection.

Advancement & Marketing: Joel reported that the Advancement & Marketing Committee has identified a decrease in donors. Ralph is looking into this and will create an engagement strategy to reach out to these donors. Some of them may be SMHC donors. A communications plan and schedule is being developed. There have been discussions about increasing Board Engagement.

Joel added that there will be an online auction in April. Sarah's... an Oasis for Women will host an open house in the spring.

Discussion: Update on Sustainability Work

The Executive Committee was given an update on the sustainability work with consultants from Tangelo Tree. Primary staff have been involved, and mission impact criteria have been identified. The group is now working through to identify areas of growth and sustainability, as well as how each facet of Accola reaches the mission impact criteria. There may be a special Board meeting to go over these ideas and develop a strategy.

The Executive Committee discussed the topic of spirituality and how it manifests in Accola and the programs. It was suggested that the Board would benefit from being a part of this discussion.

Discussion: Impact of Province Investment

The Executive Committee discussed the support that the Province is providing for Accola. The committee recognized that this support is significant and the Province is the largest stakeholder behind Accola.

The current support model was reviewed. There is greater clarity around funds coming in and going out, and there is a question about intent. There is also the question whether or not it's worth having a conversation about additional opportunities for the Sisters to provide increased support to Accola. There was a discussion about operations/expenses and rent.

It was explained how the Province determined the level of support it could provide Accola over a 5-year period. It was suggested that Accola should develop its communication and sustainability plans and then potentially bring this conversation to the Province. These plans would better highlight where Accola is and its path forward.

Executive Session: The Executive Committee went into Executive Session at 9:44 a.m.

Adjournment: the meeting adjourned at 10:00 a.m.`

Respectfully Submitted,

Lacy Sietsema, Accola