



**Accola Executive Committee  
Wednesday, March 25, 2026; 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

The Accola Executive Committee convened on Wednesday, March 25, 2026 via Zoom. Chair Steve Kenney called the meeting to order at 8:02 a.m.

**DEI:** Read by Steve.

**Spiritual Centering:** Jean led the committee in spiritual centering.

**Minutes:** The January minutes were presented for approval. Hearing no changes or corrections, Mary moved and Joel seconded to approve the minutes. All present members voted to approve the January minutes.

**Agenda:** The March agenda was presented for approval. Hearing no changes to the agenda, Anne moved to approve the agenda and Susan seconded. All present members voted in favor of the agenda.

**President's Report**

Earned Income Work Update: Tiffany provided a comprehensive overview of the earned income project and highlighted the challenges posed by legislative changes that went into determining the six earned income opportunities. The goal of implementing these opportunities is to diversify income sources beyond contributions and investment income. Key considerations include mission alignment, financial feasibility, and the potential for upfront investments to generate future revenue. The committee discussed the importance of balancing revenue-generating opportunities with organizational focus and efficiency. These opportunities will be presented to the Board in April.

Key Risks & Concerns on the President's Radar: Matt discussed the organization's challenges with event planning, revenue generation, and budget management. Metrics are improving, but it was acknowledged that Accola is behind budgeted revenue. Matt discussed the process for determining the FY27 budget, which will involve streamlining and some internal reorganization to make Accola more efficient and sustainable.

Matt reviewed plans for renovating or rebuilding the Sarah's facility. This is a significant project that would require vacating the current facility and relocating current residents. It was proposed that a feasibility study be used to determine funding sources before making any final decisions. The committee discussed potential permit challenges, as well as the importance of balancing current program funding needs with

facility improvements.

**Staffing Updates:** Matt reviewed changes in organizational leadership, including the departure of Cheryl Behrent (Director of Sarah's... an Oasis for Women). It was announced that co-directors of Learning In Style School, Janine Capelle and Elisabeth O'Toole, will not continue in their roles after the end of this school year.

**Update on Operational Plan:** Matt reviewed the current status of Accola's Operational Plan. Some plans were derailed by ICE presence in the Twin Cities, but Accola is moving forward in the right direction.

**SMHC Update:** Steve reported that he and Matt have met with the Province Leadership Team and with SMHC leadership. They are planning to restart monthly meetings in an effort to make sure all entities are on the same page in terms of relationships and support. Steve reviewed some of the changes to the relationship between Accola and SMHC, including transferring clinic-owned investment funds from Accola's portfolio and changes in grant writing support.

### **Committee Updates**

**Finance & Audit:** Steve reported that the Finance Committee is putting together an RFP for hiring a new audit firm. CLA has been auditing Accola/CSJ Ministries Foundation for a number of years and will also have the opportunity to respond to the RFP. It was reported that Tiffany has a plan/timeline for both the audit and FY27 budget. Accola is behind in its goal for revenue, but will be hosting two significant events in its fourth quarter.

**Advancement:** Joel reported that Andrée has sent out information regarding the Impact Breakfast and the role of table hosts, etc. He encouraged committee members to reach out if they have questions.

**Nomination & Governance:** Anita reported that the Nomination and Governance Committee will be revising the Board and Committee surveys.

**Board Retreat:** Steve requested feedback from the committee regarding reactions to the Board retreat and ideas around next steps. The committee discussed the need to keep Accola's mission, vision, and values in front of all Board members. It was suggested that the mission be added to committee and Board agendas. Anne thanked everyone who attended the retreat and said that next steps will be on the next Program and Opportunities agenda.

**Mission Education:** Susan reported that the committee continues to discuss what knowledge to share with the Board, as well as best ways to ensure that Board members receive information.

**Programs and Opportunities:** See Board Retreat.

**Investment:** Mary stated that the market has taken a downward turn due to recent events. This has impacted investments, but risks are being mitigated. The committee has hired an outsourced investment officer to manage the endowment and custody of funds are in the process of being transferred.

### **Other Business: Motion to Approve Conflict of Interest Policy**

The committee reviewed the revised Conflict of Interest Policy. Kevin moved to recommend this policy to the Board and Anita seconded. It was clarified that all Board and Committee members need to sign this policy. Hearing no further questions, all present members voted in favor to approve the recommendation.

**Executive Session:** The Executive Committee went into Executive Session at 9:25 a.m. The November Executive Committee Executive Session minutes were briefly reviewed. Hearing no changes, Jean moved to approve the minute and Joel seconded. Eight out of nine members voted to approve the minutes, with one committee member abstaining due to absence.

**Adjournment:** the meeting adjourned at 9:30 a.m.

**Respectfully Submitted,**  
Lacy Sietsema, Accola