



NEO Board of Directors Meeting Minutes

Wednesday, January 17, 2024

The January meeting of the NEO Board of Directors commenced at 8:02 AM at the NEO Center.

Present: Sam Burgett, Dexter Harris, Amelia Hessling, Wynton Jones (zoom), Mark Lutze (zoom)
Richard Severe, Lupe Valtierra, Frances Vega

Absent: Shawn Massa, Isaac Carr

Also Present: Adrienne Carrol, Jennifer Jennings, Collin Majszak, Rebecca Reiner

1. **Opening:** The meeting opened with a reading of NEO's mission statement and an opening circle
2. **Consent Agenda:** The Board reviewed the Consent Agenda for the items listed here. Mark moved to approve the consent agenda. The motion was seconded and approved unanimously.
 - a. December 20, 2023 Board Meeting Minutes
 - b. December Directors report
 - c. November financial statements and December docket
3. **Treasurer's Report:** NEO's Board Treasurer mailed that he had reviewed the credit card and bank statements and found no irregularities.
4. **Updates:**
 - a. **Financial:** Jennifer reported that NEO has received the \$500,000 payment from the Early Years Initiative grant and \$50,000 from 1st Source Bank, both for Creekside Early Learning. He also reported that we have received the draft audit and will be reviewing this next week.
 - b. **Enrollment – Recruitment:** Collin reported on the current recruitment efforts as we approach the February count day for New Vistas High School. Included in our collective recruitment efforts for new students is a focus on the retention of current students. The board had many questions, comments, and suggestions, all of which were noted*.
 - c. **Rising Up:** Rebecca gave updates on the 1.8 million dollar Rising Up campaign to support the development of Creekside Early Learning. She distributed campaign letters to the Board and asked them to try and have one meaningful conversation with someone about this campaign before the next board meeting. She relayed that she is working on the following:
 - i. a significant (\$750,000) grant from Indiana United Way
 - ii. Naming Rights donations
 - iii. Contributions from contractors
5. **Creekside Lease:** Rebecca asked for Board approval of signing a ten-year lease with Angella Scott, owner of Creekside Early Learning. She will place a copy of the lease in the shared Google NEO Board of Directors folder. Richard moved that NEO enter the ten-year lease with Creekside; the motion was seconded and approved unanimously.
6. **Program Policies:** The Board of Directors had received and reviewed the updated Program Policies. Lupe moved that these updated policies be accepted. The motion was seconded and approved unanimously.

7. **Governance Committee- Executive Director Search Procs:** Amelia reported that the next steps are to define the tasks of the search committee, finalize the job description of the Executive Director, establish a timeline, and invite participants to be on the search committee with the goal of the committee meeting in February.
8. **Vision Exercise:** Lupe led the Board in the “WOW” visioning exercise – where Directors see NEO in five Years. He will follow up with the Directors with a Board survey that he wants completed prior to the February meeting.
9. **Board Development:** The Board reviewed and discussed Board Wiser #1 – “Where the Heck Are We?” The Board and Rebecca agreed to use these as part of the ongoing board development work and will include a new “episode” with monthly board documents.
10. **Adjournment:** Lupe moved to adjourn the meeting at 9:34 AM.

**The next meeting of the NEO Board of Directors will be on
Wednesday, February 21, 2024 at 8:00 AM**

Respectfully Submitted by Rebecca Reiner

Approved by Mark Lutze, *Secretary*:



*Recruitment and Retention discussion notes and plans will be shared at the February meeting