

Goodwill LEADS, Inc.
Board Meeting Minutes
April 22, 2024 at 12:00 p.m. EST

The Goodwill LEADS, Inc. Board of Directors met on April 22, 2024 in the Jude Leighton room in The Academy. Those Present were:

LEADS, INC. Board:

Debie Coble, Goodwill President/CEO
Anthony Allison, LEADS Chair
Andrea Pearman, Vice Chair, virtually
Dana Trowbridge
Ann Carol Nash
Wally McQuade
Jayde Lippert

Absent:

Mary Pat Latowski
Marguerite Taylor
Juliann Jankowski

Staff present:

Karmen Eash, CFO
James Wiggins, Accounting Manager
Dr. Chris Alber, Vice President of Excel Centers
Mike Gallo, School Director Elkhart
Melissa LaPlace, School Director South Bend
Dr. Countance Anderson, School Director Hammond, virtually
Aquinas Lewis, School Director Gary
Jenny Gammage, Early Childhood Services Director
Kimberly Beck, Student Records and Data Reporting Manager

NOTES ON THE MINUTES

Roll call and all votes on measures presented to the board are done via a roll call vote that is reflected in the minutes and performed within the approved measures outlined in the bylaws.

WELCOME

The meeting began at 12:04 p.m. Those present were announced by roll call.

Roll Call		
Board Member	Y	N
Debie Coble	Present	
Anthony Allison	Present	
Dana Trowbridge	Present	
Juliann Jankowski		Not Present
Mary Pat Latowski		Not Present
Ann Carol Nash	Present	
Wally McQuade	Present	
Andrea Pearman	Present, Virtual	
Jayde Lippert	Present	
Marguerite Taylor		Not Present

PUBLIC COMMENT

There being no public present, no comments were made.

APPROVAL OF THE JANUARY 18, 2024 MINUTES

There being no comments or questions for the January minutes, a motion to approve the minutes was made by Ms. Nash and approved by Mr. McQuade.

Approval of January Meeting Minutes		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

FINANCIAL REVIEW

Mr. Wiggins reviewed the payables with those present. He highlighted the higher than normal outgoing payments, noting the payments to Goodwill Industries and retroactive payments that had to be made to Adams Remco.

He then reviewed the financials with those present. He noted that at this point in the previous year, the loss was much higher and that all schools' efforts to increase student counts are showing in the right direction. He informed those present that most of what is being paid to Goodwill is for health benefits because they are all part of Goodwill, everything that can be paid for separately is being done so.

Mr. Allison asked if there was anything unusual in the income statement that the board needed to be aware of.

Ms. Eash answered that Goodwill was covering advertising costs at the moment, but that some of that cost would be shifted back to LEADS, so there will be an increase in some areas due to marketing. Labor as a percentage of revenue was still high in Gary. There is an upcoming budget meeting with Dr. Alber and the school directors to try and get everyone on the same page with the budget moving forward.

Mr. Trowbridge asked for clarification on the marketing and advertising costs being transferred back to LEADS. Ms. Eash answered that as student count began to drop immediately post the pandemic, Goodwill took over some marketing expenses for the schools, but now that student count is increasing these expenses are moving back toward LEADS.

There being no further questions, a motion was made to approve the accounts payable by Mr. McQuade and seconded by Ms. Nash.

Approval of Accounts Payable		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

A motion was made by Ms. Nash to approve the financials, and seconded by Mr. McQuade.

Approval of Financials		
Board Member	Y	N
Debie Coble	X	

Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

REVISED Q3 BUDGETS

Mr. Wiggins informed those present that any change of 10% or more of funding due to student count required new board approval. Gary, South Bend, and Elkhart all met this threshold. He reviewed the revised budgets with those present. With no further questions, motions were made to approve them.

Mr. Trowbridge moved to approve the revised Elkhart budget, and it was seconded by Ms. Coble.

Approval of Revised Elkhart Budget		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

A motion was made to approve the revised Gary budget by Mr. McQuade and seconded by Mr. Trowbridge.

Approval of Revised Gary Budget		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

A motion was made to approve the revised South Bend budget by Mr. McQuade and seconded by Mr. Trowbridge.

Approval of Revised South Bend Budget		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		

Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

SUPERINTENDENT'S REPORT

Dr. Alber shared updates and successes with the board. He noted the groundbreaking ceremony for the Sears building that would be the campus for Elkhart Excel, and noted that it was a great opportunity for news coverage for the school. He thanked all school directors for their work on enrollment throughout the year. He informed the board that a new advertising campaign in Gary for bus signage was starting and there would be further conversations with the local bussing company there to work on agreements for bus passes for students.

Dr. Alber announced that Katie Lowe, a Lead Life Coach from Excel Center Decatur, had accepted the position for Elkhart Excel Center Director, and that she would officially start on June 3, 2024.

Dr. Alber then reviewed a proposed change to the current engagement policy. In hopes to have more alignment with GEI as there will now be four separate networks of Excel schools operating in Indiana, many of the schools are switching to shared engagement policies and data templates, so we hoped to switch to theirs with just minor revisions to remove any mentions of students below the age of 18.

A motion was made to approve the new policy by Ms. Nash and seconded by Mr. McQuade.

Approval of New Engagement Policy		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

Dr. Alber then reviewed the proposed 2024-2025 School Calendars with the board and reviewed the salient details. Breaks were adjusted to be as close as possible to the local school districts. A motion was made to approve the calendars by Ms. Nash and seconded by Mr. McQuade.

Approval of 2024-2025 School Calendars		
Board Member	Y	N
Debie Coble	X	
Anthony Allison	X	
Dana Trowbridge	X	
Juliann Jankowski		
Mary Pat Latowski		
Ann Carol Nash	X	
Wally McQuade	X	
Andrea Pearman	X	
Jayde Lippert	X	
Marguerite Taylor		

Dr. Alber then reviewed the current graduation projections for each school with those present. Hammond had 59, Gary had 31, South Bend had 18, and Elkhart had 17. He shared graduation dates with those present and invited all to attend.

After he was finished, Ms. Coble shared with those present that Ms. Eash would be transferring to a new position soon, and wished to thank Ms. Eash for her work and dedication for her tenure.

Ms. Coble then informed those present that she would be reaching out to some individuals to participate in the nominating committee, and to please keep an eye out for that.

Ms. Pearman asked if there were particular items that the nominating committee would be looking for.

Ms. Coble shared that they wished to review the officers for the current slate, and would like to review board members from the NW area and someone in Elkhart. While there is nothing in the works currently, any connections in the La Porte/Michigan city area would be great.

There being nothing left to discuss, the meeting was closed at 12:32 p.m.

Kimberly Beck
Student Records and Data
Reporting Manager