



**OAKRIDGE NEIGHBORHOOD AND
NEIGHBORHOOD SERVICES BOARD
MEETING PACKET**

April 23, 2025

7:30 am

**Oakridge Neighborhood Hybrid Meeting
Oakridge Neighborhood
1401 Center Street Des Moines, Iowa 50314**

Hybrid Zoom Meeting

<https://us02web.zoom.us/j/84501876240?pwd=yCGc2eCopM9h1I9sTlrDNuhY9K5P4p.1>

Meeting ID: 845 0187 6240

Passcode: 617262



N E I G H B O R H O O D

OAKRIDGE NEIGHBORHOOD AND NEIGHBORHOOD SERVICES

BOARD MEETING AGENDA

April 23, 2025 at 7:30 am

Hybrid Meeting

Join Zoom Meeting

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1. Call to Order/ Chairs Report Skylar Mayberry-Mayes

2. Board Mission Moment Tina Turner

3. Approval of Consent Agenda Deidre DeJear
 - a. February Board Minutes
 - b. March 2025 Financials

4. March Finance Committee Report Diane Dubuisson
 - a. March Financials Kristin Clayton

5. Committee Reports Carol Bodensteiner
 - a. Marketing Emily LeMay
 - b. Development Joyce McDanel
 - c. Human Resources Albert Farr
 - d. Organizational Strategy Jaime Buelt
 - e. Housing & Services Emily LeMay
 - f. Governance Committee
 - a. Approval of 2025 New Board Officer Slate

6. CEO Update Deidre DeJear

7. Adjourn



**Oakridge Neighborhood
February 26, 2025 Board Meeting
7:30 am**

Hybrid meeting – Oakridge Neighborhood Board Room - 1401 Center Street Des Moines, IA

Board Attendance:

Diana Dubuisson; Carol Bodensteiner; Albert Farr; Sharon Gaddy-Hanna; Nalo Johnson; Emily LeMay;
Dr. Andrea McGuire;

Remote Attendance:

Kuuku Saah; Marcy Baker; Timothy Haight; Joyce McDanel; Deidre Williams; Mary Johnson; Erin Kuhl;
Skylar Mayberry-Mayes; PhD;

Absent:

Kent A. Kramer; Jamie Buelt; Jessica Feeney; Mark Wiltse;

Staff Attendance:

Deidre DeJear; Pat Palmer; Kristin Clayton; Kristin Littlejohn; Chris Irvine; John Spinks; Sheri Fitzpatrick;

I. Call to Order/Chairs Report

- a) Skylar Mayberry-Mayes called the meeting to order at 7:33 am. Due to work/travel conflicts, Skylar could not be attending in person, so Emily Lemay, Vice President will preside over the meeting.

II. Mission Moment

- a) Albert Farr shared his own family history to remind everyone how important it is to be sharing and living to leave a legacy in our communities here in central Iowa.

III. Consent Agenda Approval

- a) Tim Haight had a few requests of the Oakridge administrative staff on preparation of board packets
 - a. Send out packet the Friday before upcoming Wednesday Board meetings
 - b. Additional information provided in packet for any new or action items
 - c. Add all committee reports to packet for review

III. Emily presented the following items for approval:

- i. Board Meeting Minutes – December 2024
- ii. January 2025 Financials

Move: Carol Bodensteiner **Second:** Sharon Gaddy-Hanna **Status:** Passed

IV Finance Update

- a) Diana Dubuisson, Treasurer and chair of the Finance committee provided updates for the Housing audit reports
 - i. Clean audit and good reports
 - ii. No misstatements or noncompliance findings
- b) Finance committee to meet monthly
- c) Flourish Accounts
 - i. Offered through Foster Group
 - ii. Earns 4 % and is FDIC insured for the entire amount funded with no monthly fees and funds are available at any time
 - iii. No conflict of interest issues

Recommendation would be to close those operating reserve accounts at Bankers Trust and move those funds into Flourish accounts.

Move: Dr. Andrea McGuire **Second:** Albert Farr **Status:** Passed

IV Departmental Updates

- a) Marketing Update
 - a. Variety of communications to advertise Oak Academy openings
 - b. Legislative Day at the Capital set for March 18th from 2-4 pm
 - c. Publications, awards and advertisements in several different publications for Deidre, Oakridge and the Best Buy Teen Tech Center
 - d. Newsletter coverage
 - e. Strategic amplification by Board members and staff of the great publications through various personal social media platforms
 - f. Recalibration to what we do and then who we do it for; we get to love Oakridge no matter who we are serving.
 - b) Development Update
 - a. Grand total of \$3,096,424.18
 - i. Governmental grants – 42%
 - 1. Shared Visions, 21st Century and Wrap Around
 - 2. Stretching the goal to look for additional funding and still maintain the services we provide to the kids
 - a. Need to increase operating dollars
 - b. We have a great story to tell- We do it better for the diverse groups of people we serve
 - c. Renewed focus on top tier donors with honor and respect and thankfulness– sharing our story as well as the needs of Oakridge
 - b. Upcoming Events
 - i. Breakfast at Tiffany’s set for June 22nd at Willow on Grand
 - ii. Jazz, Jewels and Jeans will be in the fall- looking at October availability
 - iii. Ideas for pulling people together on the Oakridge campus
- c) Youth Update
 - a. Reporting
 - i. Receipt of data to provide reports covering a variety topics: student attendance, student behaviors and grades
 - ii. In school and out of school care for children

1. Serving 185 students, kindergarten through 12th grade at no cost
2. If the student is not in the classroom then the student is not learning
- iii. Conferences
 1. Connecting families with schools and communities
- iv. Youth Summer Employment
 1. 8 week program
 2. quality programming and internships to students from ages 14-24
- v. Summer programming - Summer Blast
 - a. 185 slots
 - b. ages Kindergarten -9th grade
 2. Oasis
 - a. Ages Kindergarten -5th grade
 3. Be Real
 - a. Middle school – high school
- d) Housing Department Updates
 - a. Fire Incident Update
 - i. 4 units affected
 - ii. Mitigation complete
 - iii. Discussion of mitigation and renters insurance
 - b. Outsourcing the cleaning of vacant units to improve turnaround time.
 - c. Upcoming Town Hall Saturday, March 29th
 - i. Focus on Parenting

V. Old Business

- a. All Staff Retreat
 - i. Held in January
 - ii. Positive staff feedback
- b. Committees Update on 2025 Meeting Times & Cadence
 - i. In process of final committee times and dates
 - ii. Staff involvement in committees
- c. Mainframe
 - i. Potential acquisition of land adjacent to the Variety Center
 - ii. Looking to June for proposal
- d. Board Member Recruitment –
 - i. Present slate of candidates at April Board Meeting

VII. Adjourn

- a) Meeting adjourned at 8:45 am to Closed Session for CEO 90 day Assessment

Please contact Sheri FitzPatrick at sfitzpatrick@oakridgeneighborhood.org if you have any questions, corrections, or additions to this document.

Oakridge Neighborhood Services

Balance Sheet

	Current Period 03/31/2025	Prior Period 02/28/2025	Prior Year End 12/31/2024
Current Assets			
Operating Cash	110,342.46	295,757.94	74,489.39
Designated Cash	144,369.28	81,267.48	32,821.84
Account Receivables and Pledges	396,788.87	457,305.11	514,543.68
Due from Affiliate Entities	235,637.05	197,484.66	381,799.89
Prepaid Expense	19,823.00	8,816.00	28,514.06
Special Investment Fund - GDMCF	385,703.78	385,703.78	385,703.78
Wheels of Hope CD	40,993.90	40,993.90	40,993.90
Investment - Silver Oaks	219,933.00	219,933.00	219,933.00
Investment - ONS Ventures	1,360,414.00	1,360,414.00	1,360,414.00
Total Current Assets	2,914,005.34	3,047,675.87	3,039,213.54
Other Assets			
Housing Notes Receivable, Net of Allowance	0.00	0.00	0.00
Operating Lease Right-of-Use Assets, net	53,887.00	53,887.00	53,887.00
Total Other Assets	53,887.00	53,887.00	53,887.00
Fixed Assets			
Fixed Assets	2,975,203.18	2,975,203.18	2,975,203.18
Less: Accumulated Depreciation	(1,838,279.72)	(1,822,409.61)	(1,790,572.94)
Total Fixed Assets	1,136,923.46	1,152,793.57	1,184,630.24
TOTAL ASSETS	4,104,815.80	4,254,356.44	4,277,730.78
Current Liabilities			
Accounts Payable	41,651.93	24,874.54	39,380.05
Accrued Expenses	223,201.01	223,201.01	223,201.01
Deferred Revenue	40,684.88	40,684.88	40,684.88
Line of Credit	320,000.00	320,000.00	320,000.00
Total Current Liabilities	625,537.82	608,760.43	623,265.94
Long Term Liabilities			
Operating Lease Liabilities	54,361.00	54,361.00	54,361.00
Total Long Term Liabilities	54,361.00	54,361.00	54,361.00
TOTAL LIABILITIES	679,898.82	663,121.43	677,626.94
Net Assets	3,424,916.98	3,591,235.01	3,600,103.84
TOTAL NET ASSETS	3,424,916.98	3,591,235.01	3,600,103.84
TOTAL LIABILITIES AND NET ASSETS	4,104,815.80	4,254,356.44	4,277,730.78
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS	3,600,103.84	3,600,103.84	3,956,037.02
NET SURPLUS/(DEFICIT)	(175,186.86)	(8,868.83)	(355,933.18)
ENDING NET ASSETS	3,424,916.98	3,591,235.01	3,600,103.84

Cash - approximately 1 month operating on hand (goal is 3 months)

Due from affiliates - increased as result of downpayment on insurance paid in March, will continue to pay down as funds available

Community foundation - quarterly reports not available as of 4.9.25, balance per online is \$388,285

Oakridge Neighborhood Services Income Statement - Comparative Summary

	Current Period			PY Period	Current Year-to-Date			Annual Bdg't	Prior YTD
	Actual 03/31/2025	Budget	Change Inc/(dec)	Actual 03/31/2024	Actual 03/31/2025	Budget	Change Inc/(dec)	2025	Actual 03/31/2024
REVENUE									
Rental Income	6,385.27	6,394.00	(8.73)	6,362.93	19,155.81	19,182.00	(26.19)	76,720.00	19,088.79
Contributions: Corp/Individual	4,473.11	15,150.00	(10,676.89)	17,356.65	41,972.94	37,150.00	4,822.94	123,150.00	34,369.94
Contributions: Board Giving	8,480.47	7,500.00	980.47	7,519.26	15,160.11	14,000.00	1,160.11	50,000.00	13,125.04
Grants & Subsidies	64,820.56	58,435.00	6,385.56	113,452.64	501,183.63	481,045.00	20,138.63	2,550,285.00	288,483.51
Interest & Investment Income	189.62	165.00	24.62	17,141.31	459.71	495.00	(35.29)	1,980.00	17,518.10
Program Fees & Tuition	39,240.46	36,022.00	3,218.46	43,358.24	115,408.86	108,062.00	7,346.86	736,200.00	107,708.89
Special Event Income	3,500.00	9,000.00	(5,500.00)	8,727.50	5,500.00	12,000.00	(6,500.00)	178,500.00	11,327.50
Management Fees	19,555.98	19,325.00	230.98	17,483.23	58,165.31	57,975.00	190.31	231,900.00	54,252.80
Other Income	1,831.77	0.00	1,831.77	0.00	1,831.77	0.00	1,831.77	0.00	120.00
TOTAL REVENUE	148,477.24	151,991.00	(3,513.76)	231,401.76	758,838.14	729,909.00	28,929.14	3,948,735.00	545,994.57
EXPENSES									
Salaries & Wages	179,260.31	192,890.00	(13,629.69)	186,030.83	546,539.57	578,672.00	(32,132.43)	2,590,100.00	561,590.77
Taxes & Benefits	40,754.63	44,379.00	(3,624.37)	42,742.82	123,406.22	132,754.00	(9,347.78)	558,325.00	127,673.28
Telephone & Utilities	5,855.99	5,364.00	491.99	5,466.34	18,523.24	16,093.00	2,430.24	64,360.00	16,093.46
Insurance	23,051.69	19,267.00	3,784.69	21,825.92	34,303.06	26,679.00	7,624.06	70,860.00	30,796.90
Repairs, Maintenance & Supplies	3,285.71	5,080.00	(1,794.29)	4,446.88	11,809.22	15,236.00	(3,426.78)	60,915.00	14,483.90
Program Services	14,260.01	18,863.00	(4,602.99)	12,154.08	46,419.30	56,591.00	(10,171.70)	229,825.00	40,957.12
Contract Services	24,843.93	23,657.00	1,186.93	27,090.91	69,710.03	72,578.00	(2,867.97)	219,230.00	81,026.33
Special Event Expenses	0.00	1,000.00	(1,000.00)	411.60	0.00	1,000.00	(1,000.00)	50,000.00	1,661.60
Marketing & Communications	2,274.15	1,431.00	843.15	997.54	18,404.81	21,306.00	(2,901.19)	39,060.00	17,482.46
Other General Admin	5,338.74	6,368.00	(1,029.26)	3,384.88	16,592.77	17,081.00	(488.23)	70,450.00	9,851.72
Audit & Tax Return Expense	0.00	0.00	0.00	0.00	610.00	500.00	110.00	31,350.00	500.00
TOTAL EXPENSES	298,925.16	318,299.00	(19,373.84)	304,551.80	886,318.22	938,490.00	(52,171.78)	3,984,475.00	902,117.54
CHANGE IN NET ASSETS BEFORE DEPRECIATION	(150,447.92)	(166,308.00)	15,860.08	(73,150.04)	(127,480.08)	(208,581.00)	81,100.92	(35,740.00)	(356,122.97)
Depreciation	(15,870.11)	0.00	(15,870.11)	(16,888.73)	(47,706.78)	0.00	(47,706.78)	0.00	(50,188.49)
CHANGE IN NET ASSETS - DEPRECIATION	(15,870.11)	0.00	(15,870.11)	(16,888.73)	(47,706.78)	0.00	(47,706.78)	0.00	(50,188.49)
NET SURPLUS (DEFICIT)	(166,318.03)	(166,308.00)	(10.03)	(90,038.77)	(175,186.86)	(208,581.00)	33,394.14	(35,740.00)	(406,311.46)

Grants - Timing differences: \$38,000 United Way grant received in Jan (budgeted \$50,000 to be received in April); \$30,000 Nationwide grant received in February (budgeted \$30,000 to be received in May);

Received \$22,000 DMPS UPK grant in April (budgeted in March); have not yet received \$25,000 John Deere grant budgeted for March; Received \$55,000 21st Century in March (budgeted for May)

Other differences: \$68,000 Variety grant not received, will need to apply during their normal grant cycle later in the year; \$5,000 Bravo grant received (not budgeted)

Salaries - Family & Workforce is down 1 FTE from budget (due to voluntary termination, will rehire); Oak Academy is down 1.5 FTE from budget (due to temporary medical leave)

Oakridge Neighborhood Assoc LP

Balance Sheet HUD

	Current Period 03/31/2025	Prior Period 02/28/2025	Prior Year End 12/31/2024
Current Assets			
Cash in Bank	101,640.49	118,963.57	80,449.10
Account Receivables	39,728.41	48,644.76	51,450.68
Prepaid Expense	33,624.22	0.00	25,570.75
Total Current Assets	174,993.12	167,608.33	157,470.53
Other Assets			
Real Estate Tax Escrow	114,705.15	146,452.36	120,952.36
Reserve for Replacement	598,121.84	584,707.69	570,022.35
Operating Reserves	800,129.10	804,831.56	959,551.93
Revenue Deficit Reserves	145,299.56	144,930.29	144,230.02
Deferred Loan & Compliance Fees	30,482.10	31,159.43	32,514.09
Total Other Assets	1,688,737.75	1,712,081.33	1,827,270.75
Fixed Assets			
Fixed Assets	15,443,339.61	15,443,339.61	15,439,645.61
Less: Accumulated Depreciation	(11,457,397.65)	(11,404,440.44)	(11,275,056.78)
Total Fixed Assets	3,985,941.96	4,038,899.17	4,164,588.83
TOTAL ASSETS	5,849,672.83	5,918,588.83	6,149,330.11
Current Liabilities			
Accounts Payable	33,835.48	20,578.71	43,660.66
Due to ONS	139,770.50	136,632.29	281,794.52
Accrued Expenses	1,548,762.78	1,573,853.94	1,532,252.26
Tenant Security Deposits	40,743.00	40,769.00	40,310.00
Total Current Liabilities	1,763,111.76	1,771,833.94	1,898,017.44
Long Term Liabilities			
Flex Subsidy Loans	1,144,120.68	1,143,198.94	1,141,355.46
Notes Payable	5,459,065.88	5,460,218.87	5,462,502.70
Total Long Term Liabilities	6,603,186.56	6,603,417.81	6,603,858.16
TOTAL LIABILITIES	8,366,298.32	8,375,251.75	8,501,875.60
General Partner Capital - Newbury	(1,451,026.68)	(1,451,025.07)	(1,451,025.07)
General Partner Capital - ONS	(771,700.81)	(771,699.20)	(771,699.20)
Syndication Fees	(129,818.00)	(129,818.00)	(129,818.00)
Net Assets	(164,080.00)	(104,120.65)	(3.22)
TOTAL NET ASSETS	(2,516,625.49)	(2,456,662.92)	(2,352,545.49)
TOTAL LIABILITIES AND NET ASSETS	5,849,672.83	5,918,588.83	6,149,330.11

Oakridge Neighborhood Assoc LP

Income Statement - Comparative Summary

	Current Period			PY Period	Current Year-to-Date			Annual Bdg't	Prior YTD
	Actual 03/31/2025	Budget	Change Inc/(dec)	Actual 03/31/2024	Actual 03/31/2025	Budget	Change Inc/(dec)	2025	Actual 03/31/2024
REVENUE									
Tenant Rent Revenue	45,006.00	46,617.00	(1,611.00)	49,273.00	131,039.00	139,851.00	(8,812.00)	623,095.00	153,900.00
HUD Rent Subsidy	94,391.00	94,309.00	82.00	84,640.00	296,168.00	282,927.00	13,241.00	1,131,715.00	255,321.00
Interest & Investment Income	8,527.45	9,369.00	(841.55)	11,596.50	13,367.81	16,407.00	(3,039.19)	65,620.00	18,807.57
Other Income	17,869.54	0.00	17,869.54	0.00	50,334.92	0.00	50,334.92	0.00	166.00
TOTAL REVENUE	165,793.99	150,295.00	15,498.99	145,509.50	490,909.73	439,185.00	51,724.73	1,820,430.00	428,194.57
EXPENSES									
Salaries & Wages	41,246.66	43,141.00	(1,894.34)	39,100.07	124,574.98	129,423.00	(4,848.02)	560,825.00	118,615.53
Taxes & Benefits	10,640.67	12,802.00	(2,161.33)	10,093.86	31,969.59	38,295.00	(6,325.41)	157,535.00	31,213.96
Rent Expense	2,482.00	2,482.00	0.00	2,482.00	7,446.00	7,446.00	0.00	29,784.00	7,446.00
Communications & Utilities	12,947.88	16,688.00	(3,740.12)	17,823.81	39,321.12	50,068.00	(10,746.88)	198,320.00	50,011.97
Insurance	21,085.32	11,330.00	9,755.32	16,300.68	42,451.88	32,696.00	9,755.88	134,660.00	31,557.00
Real Estate Taxes	7,650.00	7,650.00	0.00	8,900.00	22,950.00	22,950.00	0.00	91,800.00	26,700.00
Office & Security Supplies	5,766.53	1,595.00	4,171.53	780.32	8,612.86	4,674.00	3,938.86	18,635.00	2,103.57
Maintenance, Supplies & Repairs	35,888.31	16,145.00	19,743.31	20,247.57	70,124.59	48,436.00	21,688.59	216,720.00	50,396.48
Professional/Contract Services	17,227.78	21,253.00	(4,025.22)	35,753.65	62,386.19	67,860.00	(5,473.81)	259,165.00	102,186.65
Other Admin Expense	313.15	401.00	(87.85)	353.83	1,028.98	3,053.00	(2,024.02)	11,600.00	2,709.09
Audit Expense	1,500.00	2,200.00	(700.00)	1,000.00	13,475.00	6,600.00	6,875.00	14,100.00	13,100.00
Interest Expense	3,150.73	3,210.00	(59.27)	3,213.89	9,606.71	9,630.00	(23.29)	38,520.00	9,719.99
TOTAL EXPENSES	159,899.03	138,897.00	21,002.03	156,049.68	433,947.90	421,131.00	12,816.90	1,731,664.00	445,760.24
CHANGE IN NET ASSETS BEFORE DEPRECIATION	5,894.96	11,398.00	(5,503.04)	(10,540.18)	56,961.83	18,054.00	38,907.83	88,766.00	(17,565.67)
NON-OPERATING EXPENSES									
Depreciation Expense	(52,957.21)	(65,833.00)	12,875.79	(65,666.65)	(182,340.87)	(197,499.00)	15,158.13	(790,000.00)	(196,999.72)
Interest Expense	(12,900.32)	(12,386.00)	(514.32)	(12,383.97)	(38,700.96)	(37,158.00)	(1,542.96)	(148,640.00)	(37,151.91)
	(65,857.53)	(78,219.00)	12,361.47	(78,050.62)	(221,041.83)	(234,657.00)	13,615.17	(938,640.00)	(234,151.63)
CHANGE IN NET ASSETS - DEPRECIATION	(65,857.53)	(78,219.00)	12,361.47	(78,050.62)	(221,041.83)	(234,657.00)	13,615.17	(938,640.00)	(234,151.63)
NET SURPLUS (DEFICIT)	(59,962.57)	(66,821.00)	6,858.43	(88,590.80)	(164,080.00)	(216,603.00)	52,523.00	(849,874.00)	(251,717.30)

Vacancies 14 9%

3 - Efficiency; 1 - One Bedroom; 3 - Two Bedrooms; 6 - Three Bedrooms; 1 - Four Bedrooms

Other income includes \$49,965 received to date on insurance claim for fire units

Maint, Supplies & Repairs includes \$3,500 unbudgeted cleaning contract and \$10,000 unbudgeted tree removal

Audit expense - timing of billing, in line with annual budget

Oakridge Neighborhood Assoc Phase II LP

Balance Sheet HUD

	Current Period 03/31/2025	Prior Period 02/28/2025	Prior Year End 12/31/2024
Current Assets			
Cash in Bank	91,494.39	91,794.71	83,441.86
Account Receivables	14,859.72	13,035.98	10,105.97
Prepaid Expense	33,624.21	0.00	25,570.75
Total Current Assets	139,978.32	104,830.69	119,118.58
Other Assets			
Real Estate Tax Escrow	129,859.76	137,648.98	117,638.98
Reserve for Replacement	524,296.78	511,651.84	496,966.50
Operating Reserves	840,096.80	842,621.16	888,914.78
Revenue Deficit Reserves	296,411.10	295,657.78	294,229.25
Deferred Loan & Compliance Fees	29,100.91	29,747.62	31,041.04
Total Other Assets	1,819,765.35	1,817,327.38	1,828,790.55
Fixed Assets			
Fixed Assets	15,706,602.18	15,706,602.18	15,706,602.18
Less: Accumulated Depreciation	(11,620,704.75)	(11,556,305.39)	(11,424,420.21)
Total Fixed Assets	4,085,897.43	4,150,296.79	4,282,181.97
TOTAL ASSETS	6,045,641.10	6,072,454.86	6,230,091.10
Current Liabilities			
Accounts Payable	34,348.75	22,049.88	47,721.05
Due to ONS	79,774.33	44,910.50	80,490.13
Accrued Expenses	2,166,615.71	2,164,615.17	2,122,358.09
Tenant Security Deposits	41,439.00	42,771.00	41,698.00
Total Current Liabilities	2,322,177.79	2,274,346.55	2,292,267.27
Long Term Liabilities			
Flex Subsidy Loans	1,339,932.63	1,338,843.38	1,336,664.88
Notes Payable	5,583,736.12	5,584,945.43	5,587,340.82
Total Long Term Liabilities	6,923,668.75	6,923,788.81	6,924,005.70
TOTAL LIABILITIES	9,245,846.54	9,198,135.36	9,216,272.97
General Partner Capital - Newbury	(1,783,499.16)	(1,783,499.23)	(1,783,499.23)
General Partner Capital - ONS	(1,102,610.71)	(1,102,610.77)	(1,102,610.77)
Syndication Fees	(100,072.00)	(100,072.00)	(100,072.00)
Net Assets	(214,023.57)	(139,498.50)	0.13
TOTAL NET ASSETS	(3,200,205.44)	(3,125,680.50)	(2,986,181.87)
TOTAL LIABILITIES AND NET ASSETS	6,045,641.10	6,072,454.86	6,230,091.10

Oakridge Neighborhood Assoc Phase II LP

Income Statement - Comparative Summary

	Current Period			PY Period	Current Year-to-Date			Annual Bdg	Prior YTD
	Actual 03/31/2025	Budget	Change Inc/(dec)	Actual 03/31/2024	Actual 03/31/2025	Budget	Change Inc/(dec)	2025	Actual 03/31/2024
REVENUE									
Tenant Rent Revenue	47,931.00	53,198.00	(5,267.00)	51,924.00	147,089.00	152,559.00	(5,470.00)	639,350.00	155,851.00
HUD Rent Subsidy	99,349.00	93,833.00	5,516.00	84,388.00	283,833.00	281,499.00	2,334.00	1,125,985.00	253,167.00
Interest & Investment Income	8,077.30	10,269.00	(2,191.70)	11,577.78	13,563.77	17,809.00	(4,245.23)	71,235.00	19,307.32
Other Income	1,118.44	0.00	1,118.44	192.00	1,385.44	0.00	1,385.44	0.00	310.09
TOTAL REVENUE	156,475.74	157,300.00	(824.26)	148,081.78	445,871.21	451,867.00	(5,995.79)	1,836,570.00	428,635.41
EXPENSES									
Salaries & Wages	42,103.36	44,048.00	(1,944.64)	39,989.65	126,878.59	132,145.00	(5,266.41)	572,625.00	121,376.57
Taxes & Benefits	10,940.71	13,082.00	(2,141.29)	10,428.47	32,599.70	39,136.00	(6,536.30)	161,160.00	32,226.72
Rent Expense	2,482.00	2,482.00	0.00	2,482.00	7,446.00	7,446.00	0.00	29,784.00	7,446.00
Communications & Utilities	12,744.91	14,381.00	(1,636.09)	10,608.73	39,119.74	43,150.00	(4,030.26)	172,325.00	32,768.77
Insurance	21,085.32	11,330.00	9,755.32	16,300.68	42,451.88	32,695.00	9,756.88	134,665.00	31,557.00
Real Estate Taxes	3,190.00	3,190.00	0.00	6,475.00	9,570.00	9,570.00	0.00	38,280.00	19,425.00
Office & Security Supplies	5,757.30	1,431.00	4,326.30	900.64	9,046.36	4,493.00	4,553.36	17,990.00	2,340.72
Maintenance, Supplies & Repairs	28,348.23	12,816.00	15,532.23	74,112.07	57,639.29	38,447.00	19,192.29	176,800.00	106,520.68
Professional/Contract Services	16,980.21	21,245.00	(4,264.79)	33,262.11	60,010.80	67,866.00	(7,855.20)	259,105.00	98,247.89
Other Admin Expense	347.87	501.00	(153.13)	441.37	825.35	3,353.00	(2,527.65)	12,800.00	2,942.47
Audit Expense	1,500.00	2,200.00	(700.00)	1,000.00	14,675.00	6,600.00	8,075.00	14,100.00	14,100.00
Interest Expense	3,318.05	3,402.00	(83.95)	3,386.98	9,937.45	10,206.00	(268.55)	40,815.00	10,177.62
TOTAL EXPENSES	148,797.96	130,108.00	18,689.96	199,387.70	410,200.16	395,107.00	15,093.16	1,630,449.00	479,129.44
CHANGE IN NET ASSETS BEFORE DEPRECIATION	7,677.78	27,192.00	(19,514.22)	(51,305.92)	35,671.05	56,760.00	(21,088.95)	206,121.00	(50,494.03)
NON-OPERATING EXPENSES									
Depreciation Expense	(64,399.36)	(67,666.00)	3,266.64	(67,291.42)	(196,284.54)	(202,998.00)	6,713.46	(812,000.00)	(201,874.04)
Interest Expense	(17,803.36)	(17,214.00)	(589.36)	(17,043.90)	(53,410.08)	(51,644.00)	(1,766.08)	(206,575.00)	(51,131.70)
	<u>(82,202.72)</u>	<u>(84,880.00)</u>	<u>2,677.28</u>	<u>(84,335.32)</u>	<u>(249,694.62)</u>	<u>(254,642.00)</u>	<u>4,947.38</u>	<u>(1,018,575.00)</u>	<u>(253,005.74)</u>
CHANGE IN NET ASSETS - DEPRECIATION	(82,202.72)	(84,880.00)	2,677.28	(84,335.32)	(249,694.62)	(254,642.00)	4,947.38	(1,018,575.00)	(253,005.74)
NET SURPLUS (DEFICIT)	(74,524.94)	(57,688.00)	(16,836.94)	(135,641.24)	(214,023.57)	(197,882.00)	(16,141.57)	(812,454.00)	(303,499.77)

Vacancies 13 9%

3 - Efficiency; 2 - One Bedroom; 2 - Two Bedrooms; 5 - Three Bedrooms; 1 - Four Bedrooms

Maint, Supplies & Repairs includes \$2,000 unbudgeted cleaning contract and \$10,000 unbudgeted tree removal

Audit expense - timing of billing, in line with annual budget

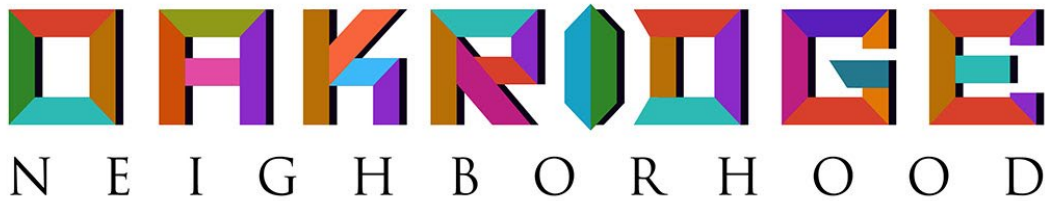
Silver Oaks Associates, LP

Balance Sheet HUD

	Current Period 03/31/2025	Prior Period 02/28/2025	Prior Year End 12/31/2024
Current Assets			
Cash in Bank	31,141.93	41,412.44	39,209.99
Account Receivables	2,674.01	1,239.29	1,087.29
Prepaid Expense	10,656.31	0.00	8,456.37
Total Current Assets	44,472.25	42,651.73	48,753.65
Other Assets			
Reserve for Replacement	125,449.83	124,073.87	122,781.52
Operating Reserves	133,066.40	133,038.15	132,984.41
Deferred Loan & Compliance Fees	18,914.75	18,999.19	19,168.07
Total Other Assets	277,430.98	276,111.21	274,934.00
Fixed Assets			
Fixed Assets	6,609,465.86	6,609,465.86	6,609,465.86
Less: Accumulated Depreciation	(2,364,177.08)	(2,347,631.57)	(2,314,540.61)
Total Fixed Assets	4,245,288.78	4,261,834.29	4,294,925.25
TOTAL ASSETS	4,567,192.01	4,580,597.23	4,618,612.90
Current Liabilities			
Accounts Payable	14,315.11	4,586.37	7,316.03
Due to ONS	3,398.22	3,247.87	6,821.24
Accrued Expenses	152,193.51	158,924.31	155,195.91
Tenant Security Deposits	8,200.00	8,400.00	8,200.00
Total Current Liabilities	178,106.84	175,158.55	177,533.18
Long Term Liabilities			
Notes Payable	871,217.30	872,261.47	874,349.81
Total Long Term Liabilities	871,217.30	872,261.47	874,349.81
TOTAL LIABILITIES	1,049,324.14	1,047,420.02	1,051,882.99
Limited Partner Capital - NEF	3,383,331.00	3,383,331.00	3,383,331.00
General Partner Capital - Newbury	(55.04)	(55.43)	(55.43)
General Partner Capital - ONS	219,933.95	219,933.57	219,933.57
Syndication Fees	(36,480.00)	(36,480.00)	(36,480.00)
Net Assets	(48,862.04)	(33,551.93)	0.77
TOTAL NET ASSETS	3,517,867.87	3,533,177.21	3,566,729.91
TOTAL LIABILITIES AND NET ASSETS	4,567,192.01	4,580,597.23	4,618,612.90

Oakridge Neighborhood Services
Cash Flow Projection
January to December 2025

	January (Actual)	February (Forecast)	February (Actual)	March (Forecast)	March (Actual)	April (Forecast)	May (Forecast)	June (Forecast)	July (Forecast)	August (Forecast)	September (Forecast)	October (Forecast)	November (Forecast)	December (Forecast)
A. Cash (Operating & Designated), E	\$107,311	\$306,926	\$306,926	\$377,025	\$377,025	\$254,662	\$252,689	\$123,076	\$27,054	\$77,455	\$106,548	\$71,226	\$54,029	\$237,727
Sources of Cash:														
WIC rental income	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400	\$400
Contributions: Corp/Individual	\$26,646	\$13,000	\$10,854	\$15,150	\$4,473	\$8,000	\$2,000	\$2,000	\$5,000	\$2,000	\$5,000	\$14,000	\$24,000	\$24,000
Contributions: Board	\$3,246	\$5,500	\$3,433	\$7,500	\$8,480	\$1,500	\$1,000	\$1,500	\$1,500	\$6,000	\$5,500	\$1,500	\$9,000	\$8,500
Grants & Subsidies	\$309,819	\$127,651	\$162,789	\$117,746	\$131,623	\$187,476	\$187,395	\$107,395	\$260,993	\$340,186	\$134,761	\$282,130	\$357,686	\$102,816
Interest income	\$89	\$165	\$181	\$165	\$190	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165
Program Fees & Tuition	\$52,050	\$40,000	\$38,626	\$40,000	\$37,244	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$43,000	\$42,834	\$42,833	\$42,000
Special Event Income	\$0	\$0	\$2,000	\$0	\$3,500	\$3,000	\$9,000	\$50,500	\$21,000	\$35,000	\$54,000	\$0	\$4,500	\$1,500
Reimbursement from Housing	\$253,286	\$180,177	\$250,566	\$159,619	\$195,188	\$178,619	\$223,269	\$178,619	\$178,619	\$178,619	\$178,619	\$223,269	\$178,619	\$178,619
LOC advances	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$2,159	\$0	\$2,353	\$0	\$3,694	\$19,285	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B. Total Sources of Cash	\$647,696	\$366,893	\$471,201	\$340,580	\$384,792	\$441,445	\$466,229	\$383,579	\$510,677	\$605,370	\$421,445	\$564,298	\$617,203	\$358,000
Uses of Cash:														
Wages and Taxes	\$192,767	\$208,046	\$186,361	\$207,646	\$184,526	\$197,883	\$297,327	\$227,486	\$227,486	\$227,486	\$197,883	\$297,332	\$197,883	\$197,883
Benefits	\$29,587	\$29,047	\$36,398	\$29,516	\$36,276	\$32,013	\$34,746	\$32,382	\$32,012	\$32,012	\$32,012	\$34,746	\$32,010	\$32,010
Telephone and Utilities	\$5,002	\$5,364	\$7,656	\$5,364	\$6,750	\$5,610	\$5,610	\$5,610	\$5,610	\$5,610	\$5,610	\$5,610	\$5,610	\$5,610
Prop & Liab Insurance	\$0	\$0	\$0	\$29,497	\$32,561	\$5,648	\$5,648	\$5,648	\$5,648	\$5,648	\$5,648	\$5,648	\$5,648	\$5,648
Repairs, Maintenance, Supplies	\$4,081	\$5,078	\$5,240	\$5,079	\$2,067	\$5,079	\$5,076	\$5,075	\$5,077	\$5,077	\$5,077	\$5,077	\$5,077	\$5,077
Program Services	\$15,327	\$18,614	\$11,457	\$18,613	\$11,735	\$18,088	\$18,708	\$19,208	\$18,707	\$19,207	\$18,081	\$18,081	\$18,081	\$18,081
Contract Services	\$38,832	\$19,963	\$12,950	\$20,557	\$18,870	\$29,116	\$20,670	\$20,887	\$20,255	\$20,255	\$20,885	\$21,370	\$19,970	\$20,600
Special Event Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$18,000	\$1,000	\$5,000	\$15,000	\$5,000	\$5,000	\$0
Marketing & Communications	\$15,576	\$5,445	\$1,822	\$1,431	\$2,458	\$1,431	\$5,106	\$1,431	\$1,931	\$1,681	\$1,431	\$1,431	\$1,431	\$1,431
Other General Admin	\$9,354	\$2,644	\$6,724	\$3,669	\$4,115	\$5,000	\$5,650	\$6,325	\$5,000	\$6,750	\$6,840	\$5,000	\$5,245	\$5,875
LOC payoff	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$110,000	\$0	\$0	\$0	\$0
Housing Expenses to be reimbursed	\$137,554	\$137,550	\$131,884	\$228,741	\$207,799	\$137,550	\$182,200	\$137,550	\$137,550	\$137,550	\$137,550	\$182,200	\$137,550	\$137,550
Fixed Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Audit & Tax Return	\$0	\$500	\$610	\$0	\$0	\$6,000	\$14,100	\$0	\$0	\$0	\$10,750	\$0	\$0	\$0
RACI - transfer to Polk Co.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Principal Charity Classic	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. Total Uses of Cash:	\$448,082	\$432,251	\$401,102	\$550,114	\$507,156	\$443,418	\$595,841	\$479,602	\$460,276	\$576,276	\$456,767	\$581,495	\$433,505	\$429,765
D. Change in Cash During the Month	\$199,615	-\$65,358	\$70,099	-\$209,533	-\$122,363	-\$1,973	-\$129,612	-\$96,023	\$50,401	\$29,094	-\$35,322	-\$17,197	\$183,698	-\$71,765
Ending Cash Balance (A + D)	\$306,926	\$241,568	\$377,025	\$167,492	\$254,662	\$252,689	\$123,076	\$27,054	\$77,455	\$106,548	\$71,226	\$54,029	\$237,727	\$165,962



Communications Update

2/14/25 – 4/10/25

Earned Media

- Sought client to speak to media inquiry on cuts to Low-Income Home Energy Assistance Program.
- Facilitated interviews with resident and employees with Black Iowa News regarding Deidre's appointment and their experiences with Oakridge Neighborhood.
- Facilitated interviews with Deidre, Carol Bodensteiner (supporter) and Zami Dainkeh (Oak Futures) with new podcast Give & Grow DSM. Represented Oakridge at launch event.

Paid Media

- Facilitated new content and creative for Business Record website
- Facilitated new content and creative for dsmWeekly
- Facilitated new content and creative for BRDaily
- Facilitated creative for donated Poetry Palooza program ad
- Facilitating use of Google Ad Grant through do good Points
- Facilitated small buy to promote Oak Academy openings with Black Iowa News
- Secured two complementary Jazz, Jewels & Jeans ads from Business Record (value: \$5,830)

Shared Media

- Daily social media channel monitoring, response and engagement, plus invitations to potential new followers

- Organic and paid social media content development and post sharing on topics including: Oak Academy openings, neighborhood celebration, Oak Futures, Ballet Des Moines partnership, Oak Academy award, Family and Workforce programming, supporters, Black History Month, etc.
- Facebook, Instagram, Twitter, LinkedIn, YouTube

Owned Media

- Developed copy and facilitated creative for 2024 annual update
- Developed and distributed February, March and three special edition external newsletters
- Developed and distributed March and April employee newsletters
- Developed, translated and distributed February and March resident newsletters
- Developed Donor Stewardship Program recommendations
- Facilitating password protected board section of website
- Management Team meeting notes to all staff weekly
- Facilitating all details of Employee of Month program
- Editing and creative direction – flyers, bios, brochures, etc.
- Asset curation including Black History Month activities, Oak Academy, Workplace Training, financial class, legislative reception, podcast tapings, resident appreciation, client success story, etc.

Misc.

- Implemented all communications recommendations for publicizing Oak Academy registrations
- Developed and implemented communications to generate interest in Oak Futures informational meeting (jumped from 2 RSVPs to 15 in attendance)
- Provided content and editing to Drake University related to Deidre DeJear's alumni award
- Facilitated transfer of murals' ownership and signage with Greater Des Moines Public Art Foundation
- Developing online apparel store with Raygun for ability to order year-round
- Updated style guide and to management team

Events

- Developed all materials and facilitated all details for Oakridge Neighborhood Legislative Reception, including invitation, invitation list, banners, talking points, etc.
- Developed Breakfast at Tiffany's communications plans and implementing all tactics

Community Relations

- Al Éxito! – board of directors, executive committee, secretary, marketing communications committee
- The Consortium professional women's organization – president, executive committee

Results

Earned Media *(note: many news stories noted can additionally be found in media online and social channels, further maximizing exposure)*

- "Iowa's Most Influential Business Leaders," Corridor Media Group, 2025
- "RSVP," dsm Magazine, January/February 2025
- "Oakridge Neighborhood Forges a New Chapter Under CEO Deidre DeJear," Black Iowa News, March 2025
- "Oakridge Neighborhood seeking host employers for youth employment program," Business Record Daily, 3/18/25
- "Fun fundraiser," dsmWeekly, 3/26/25
- "Breakfast at Tiffany's," WHO13 community calendar, April – June 2025
- "Breakfast at Tiffany's," Des Moines Register Things to Do, April – June 2025
- "Drake University Announces Winners of 2025 Alumni Awards," Drake University Newsroom, 4/2/25
- "Give & Grow DSM," Axios, 4/8/25
- "Give & Grow DSM," podcast in multiple channels beginning 4/8/25

Paid Media

- “Where children achieve. Families thrive. Prosperity is created.” businessrecord.com, 10/1/24 – 9/30/25
- “Where children achieve. Families thrive. Prosperity is created.” dsmmagazine.com, 10/1/24 – 9/30/25
- “Childcare Available,” Black Iowa News website, February 2025
- “Seeking host employers,” Facebook, 429 post engagements, \$26.02, ends 2/11/25
- “Seeking host employers,” Facebook/Instagram, 1,936 impressions, 1,630 reach, 4 link clicks, \$23.97, ends 2/16/25
- “Childcare Available,” Black Iowa News newsletter, 2/17/25
- “Childcare Available,” Black Iowa News Facebook, 2/18/25
- “Childcare Available,” Facebook/Instagram, 19,035 impressions, 8,542 reach, 134 link clicks, \$58.88, ends 2/23/25
- “Childcare Available,” Black Iowa News, March 2025
- “Life-changing social services,” Business Record Daily, 3/10/25
- “Life-changing social services,” Business Record Daily, 3/11/25
- “Childcare Available,” Black Iowa News newsletter, 3/11/25
- “Interested in Becoming a Host Employer,” 8,804 impressions, 6,669 reach, 828 post engagement, ended 3/21/25
- “Life-changing social services,” Business Record Daily, 3/17/25
- “Life-changing social services,” Business Record Daily, 3/24/25
- “Life-changing social services,” Business Record Daily, 3/31/25
- “Life-changing social services,” dsmsWeekly, 4/2/25
- “I am sorry (poem),” Poetry Palooza program, 4/4/25

- “Where children achieve...” Business Record Daily, 4/7/25
- “Breakfast at Tiffany’s,” dsmWeekly, 4/9/25

Owned Media

- External Newsletter
 - Audience 1,289, up 9 from 1,295 since 2/14/25
 - Open rate/external newsletters sent during this period: 48.1, 43.6, 44.9, 41.5, 34.8

Shared Media

- Facebook
 - Followers 3,153, **up 40** from 3,113 since 2/14/25
- Instagram
 - Followers 1,188, **up 12** from 1,176 since 2/14/25
- Twitter
 - Followers 368, **down 1** from 369 since 2/14/25
- LinkedIn
 - Connections 1,064, **up 21** from 1,043 since 2/14/25
- YouTube
 - Channel subscribers 163, **up 2** from 159 since 2/14/25

Anecdotal

- “...I am beginning to look for volunteer opportunities to assist an organization in Des Moines...If you are in need and interested I could send you my resume and we could talk.” – external newsletter
- “Love this! Another great newsletter!” – internal newsletter
- “...I was inspired to reach out to you to offer to volunteer in some way...(very long note)” – external newsletter
- “Nafia’s story was powerful. Kudos to Mirra and Oakridge for providing support like this to those who aren’t Oakridge residents.” – internal newsletter



2025 Development Plan – 1st Quarter Update

2025 Fundraising Dashboard

Revenue Source	2024 Actual	2025 Target	To Date
Corporate Giving	\$700,177.00	\$850,000.00	\$71,496
Foundations	\$695,200.00	\$775,000.00	
Special Events	\$192,926.24	\$300,000.00	
Individual Giving	\$60,362.60	\$125,000.00	\$60,153.60
Year-End Giving	\$137,664.00	\$175,000.00	
Government Grants	\$1,310,094.34	\$1,225,000.00	\$108,499.28
Total	\$3,096,424.18	\$3,500,000.00	\$240,148.88

A. Capital Projects

- Assembling feasibility experts to assess financing options for Mainframe parking lot (\$849K) and campus projects (Frank Levy, Tim Urban, Cyril Mandelbaum).
- Identified naming opportunity for Community Center (after refresh): Toni and Tim Urban. Dedication ceremony to be held after the Center is renovated/refreshed.
- Pursuing foundation (Polk County Housing Trust Fund), public (City of DM, Polk County), and government (Federal Home Loan Bank) grants for infrastructure.

B. Grants

- **Shared Visions:** DHHS shared that they have “no update at this time” on April 11. Oak Academy is still awaiting a site visit for re-accreditation.
- **21st CCLC:** Application is under review; Federal funding for *new* 5-yr grants remains uncertain. Our existing 5-yr grant ends June 30, so we will receive reimbursements into the 3rd quarter.
- **WrapAround:** was terminated. The State of Iowa is expanding Child Care Assistance eligibility statewide.
- **Nationwide** renewed its operating grant for **\$30,000**.
- **Bankers Trust** renewed support for the Youth Employment Program at **\$30,000**.
- **Dept. of HUD – FSS** grant funds from FY24 are finally available for draw-down! Next step: HUD review of the \$102K request.
- **United Way of Central Iowa** – Additional funding was granted to both the Youth Employment Program and Oak Academy; investment meetings were held on April 16 and 17 for Oak Academy & Prepared To Care, and K-12 and Middle School. Family & Workforce is scheduled for May 7 at 2 pm. Oak Studio, Hope For Stable Families and the Youth Employment Program do not have investment meetings.





- **Wells Fargo** invited Oakridge to apply for program funding consideration. Other upcoming submissions: **JP Morgan Chase, EMC Foundation, Finish Line Foundation, and Polk County Housing Trust Fund.**
- Youth Employment Program applications and inquiries were rejected by Iowa Workforce Development, Delta Dental and Variety Club. However, we can apply for other projects/programs for **Delta Dental** (Sept. 1) and **Variety** (May 23).

C. Individual Donor Investment

- **Jim Daniel** is collaborating with us to build a structured major gifts pipeline by concentrating on our top 1% of donors. Jim is a tenured fundraising consultant and father to former board member, Martine Olson-Daniel. And he's a volunteer!
- Randy and I are compiling the list of donors who are ready for further cultivation, and Jim will map out engagement strategies for Deidre. Exciting possibilities!

D. Special Events

Breakfast at Tiffany's: Sunday, June 22, 11 am – 1 pm at Willow on Grand. Chairs: Kyrie Wong & Loretta Sieman. (FY24 \$38,500 (FY25 goal \$40K). Sabrina Ahmed will emcee the event. Returning vendors include Janes Family Shop, She Home & Gifts, and Leona Ruby. A student "shop" will showcase goods made by students in Oak Academy, Be Real and at Oak Studio. Confirmed sponsors: Unity Point, Tom's Auto Sales, Green State Credit Union, Carol Bodensteiner, Tim Haight. Pending sponsors: JP Morgan Chase, Bob Brown Chevrolet, Sammons Financial.

- **Jazz, Jewels & Jeans:** Venues under consideration include River Center, Ruan Building, Meredith/DotDash. October dates: 9-10; 16-17.

E. Oak Society

- Identify potential 2025 Honorees: Susan & Bill Knapp, Sister Margaret Toomey. Potential location: Ingersoll Dinner Theater for late November/early December.

F. Oak Studio

- Oak Studio continues to exceed expectations. Derek Frank and Emmett Phillips both presented at the Best Buy Innovation Summit in Minneapolis April 13-16. Emmett's presentation on serving refugee and immigrant youth is being turned into a training video for all Best Buy Teen Tech Centers across the country. And **Derek Frank was named BBTTTC Coordinator of the year**, beating out 59 other coordinators for the honor! Kudos to these two for going above & beyond.





April 7, 2025 - Development Committee Meeting:

Present: Emily LeMay, Jessica Feeney, Carol Bodensteiner, Jim Daniel, Randy McNeal, Deidre DeJear, Kristin Littlejohn

Absent: Loretta Sieman, Marcia Wanamaker

- 1) Development update was presented by Kristin including year-to-date revenue - **\$240,148.88** vs \$224,153.52 in FY24. The grant update was shared, plus a status report on the current Federal funding news as it relates to Oakridge.
- 2) Reviewed upcoming capital projects and opportunities – Mainframe Parking lot, shade structure installation, campus renovations, Community Center refresh & naming.
- 3) Presentation on “The Hydraulics of Philanthropy” by Jim Daniel, volunteer fundraising consultant. Jim dissected the research behind the current philanthropic landscape and the need to prioritize resources to secure major gifts.
- 4) Discussion on the proposed Database Coordinator contract position. We met with Tatum Clayburn who is Donor Coordinator for the DM Symphony and a former campaign staffer for Deidre. Duties include:
 - **CRM Management:** Scrub, update, and maintain donor records in Giveeffect; flag deceased contacts, standardize entries, and code donor lists for campaigns.
 - **Gift Entry & Donor Acknowledgments:** Enter contributions into CRM system, generate acknowledgment letters, and coordinate with development on reports and reconciliations.
 - **Data Collection & Reporting:** Track donor trends, run reports on campaign performance, donor retention, and giving patterns.
 - **Donor Prospecting Support:** Conduct research on potential donors and funders (corporate, foundation, individual) to support strategic outreach.
 - **Event & Campaign Support:** Build targeted invite and appeal lists, assist with follow-up reporting, and provide event technical support.
 - **System Migration:** Assist in the possible migration to Blackbaud by cleaning data, mapping fields, and testing functionality. (Cost to migrate from Giveeffect CRM is \$15K-\$25K)
 - **Contract Amount / Duration:** Flat monthly fee TBD based on deliverables. 6-month timeline, June – December.



2025 Oakridge Neighborhood Board Member Slate

Sherri Hart, VP-Total Rewards Casey's General Stores



Sherri Hart is the VP of Total Rewards at Casey's General Stores, Inc. She previously held the position of Director of Human Resources at both Casey's and Principal Financial Group. Prior to that, Sherri worked as a Personal Lines Underwriter at Allied Insurance. She is a graduate of Central College.

Jessica Zaugg, VP-Small Commercial Operations & Service Solutions, Nationwide



At Nationwide, Jessica's focus is on underwriting, automation, and delivering service solutions that enhance customer experience in the property and casualty insurance space. With CPCU certification and deep expertise in insurance, Jessica spearheads efforts to integrate technology and drive profitability through strategic operational leadership.

Jessica received her Bachelor of Science, Business Administration, Management and Operations from Iowa State University – Ivy College of Business.

Matthea Little Smith, Resident Representative



Matthea Little Smith's extensive professional and community involvement includes working in the battered women's movement for 15 years as a shelter advocate, legislative educator (lobbyist) and a board member, and as a case manager for women in transition who were homeless, who had been abused, or had mental health issues. In 2011, Matthea retired from National Alliance of Mental Illness (NAMI) Minnesota as the Director of African American Outreach.

Matthea ran a program for those displaced to Minneapolis/St. Paul by Hurricane Katrina. She has been an active member in both the Minneapolis and Des Moines chapters of the NAACP.

Matthea is a professional Institute of Cultural Affairs Technology of Participation (ToP) Facilitator, trained to utilize an integrated set of facilitation methods, tools and approaches that foster authentic participation and meaningful collaboration. She has also been trained by the University of Iowa to be a Peer Support Specialist and Family Peer Support Specialist. She is a graduate of the University of Minnesota, where she majored in mathematics.