



**Oakridge Neighborhood**  
**April 23, 2025, Board Meeting**  
**7:30 am**

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

**Board Attendance:**

Diana Dubuisson; Carol Bodensteiner; Skylar Mayberry-Mayes; Dr. Andrea McGuire; Mary Johnson; John Fatino

**Remote Attendance:**

Marcy Baker; Timothy Haight; Joyce McDanel; Rona Berinobis; Jamie Buel; Jessica Feeney; Albert Farr; Kent Kramer; Mark Wiltse

**Absent:**

Kuuku Saah; Deidre Williams; Erin Kuhl; Emily LeMay; Sharon Gaddy-Hanna

**Staff Attendance:**

Deidre DeJear; Pat Palmer; Kristin Clayton; Chris Irvine; Almardi Abdalla; Sheri Fitzpatrick; Kristin Littlejohn

**I. Call to Order/Chairs Report**

- a) Skylar Mayberry-Mayes called the meeting to order at 7:35 am.

**II. Consent Agenda Approval**

Skylar presented the following items for approval:

- a) Board Meeting Minutes – February 2025  
b) March 2025 Financials

**Move:** Carol Bodensteiner **Second:** Dr. Andy McGuire **Status:** Passed

**III. Mission Moment**

- a) Tina Turner, local entrepreneur, presented the mission moment. Tina owns Lifestyle Juices and Paparazzi Hair Studio. Tina's connection with Oakridge is strong as she was a previous resident and by being a host site for Oak Futures at both of her locations.

**IV. Committee Reports**

- a) Carol Bodensteiner presented the Marketing Committee Report
- External newsletter has 40%+ open rate
  - Oakridge featured on new 'Give and Grow' podcast
  - Held first Legislative Day at the capital
  - Working on development of donor stewardship program

- b) Albert Farr presented the Organizational Strategy Committee Report
  - Focus on diversification of resources and income
  - Recalibration of strategies with new leaderships vision
- c) Jamie Buelt presented dates for the Housing and Services Committee Report
- d) Joyce McDanel presented the Human Resources Committee Report
  - Committee reviewed charter and past objectives
  - Working on 2025 organizational goals to measure CEO leadership
  - Developing SMART goals with metrics and milestones
- e) Introduction of John, legal advisor from Whitfield Musgrave Law Firm, Oakridge's legal counsel. John was asked to be present as we reviewed concerns using AI tools for taking minutes at meetings and how best to capture meeting minutes.
  - Review of terms of use
  - The board agreed minutes should be brief, focused on key discussion points and decisions- Committee minutes will focus on high-level summaries, not transcripts
  - Staff members assigned to take committee minutes using a consistent format
- f) Skylar Mayberry-Mayes presented the Governance Committee Report
  - Presentation of the 2025 slate of new Board members for approval
    - i. Sherri Hart from Casey's General Stores
    - ii. Jessica Zaugg from Nationwide
    - iii. Matthea Little Smith, current resident board member

**Move:** Governance Committee    **Second:** Dr. Andy McGuire    **Status:** Passed

#### **V.      March Finance Committee Update**

- a) March financials were reviewed

#### **VI.      CEO Update**

- a) Strategic Priorities and Development Plans
  - Property Rehabilitation and Growth Strategy
    - i. Mainframe Property Acquisition Opportunity
    - ii. Plan to develop residential and commercial property
    - iii. Explore tax credit opportunities
  - Technology Integration
    - i. Integration of Blackbaud system for budget management
  - Comprehensive Strategic Fund Development Plan
    - i. Potential use of part time individuals to clean up data entry of donors
  - Revenue Diversification and Growth Strategy
  - Operational Efficiency and Staff Development
  - Increased Organizational Visibility
- b) Breakfast at Tiffany's scheduled for Sunday, June 22<sup>nd</sup>
  - Sabrina Ahmed confirmed as MC
  - Funds support early childhood and youth engagement



- Board members spread the word about Breakfast at Tiffany's, host a table and complete your annual board donations.

**VII. Meeting adjourned at 8:48 am**

**Reminders: Breakfast at Tiffany's June 22nd**

**Next Board Meeting June 25, 2025**