



Providing Services to Persons
With Intellectual and Developmental Disabilities

BOARD MEETING MINUTES August 09, 2022

Present:

Darcy Arnold
Mary Turner
Mary West
Carolyn Rettig
David Lane
Dr. Lou Dwyer
Mike Schottelkotte
Trevor Harrison @ 6:31 PM
Anne Pratt
Mandy Miller

Absences:

Staff Present:

Jennifer Pelligra via Zoom
Kevin Sowder
Aimee Pruitt
Holly Tea

Guest:

Lori Sharp via Zoom @ 6:34 PM
Heather Press
Mary Dull
Beth Coop via Zoom @ 6:31 PM

- I. Call to Order: Meeting called to order at 6:28 PM by President Darcy Arnold.
- II. Absences: See above
- III. Minutes Review. Motion by David Lane and seconded by Carolyn Rettig to approve minutes from July 2022 meeting. All in favor, motion carried.
- IV. Public Comment:
 - A. Board Emails: Darcy reminded everyone to check your COI emails.
- V. Executive Director's Report: The North Park building is coming along nicely, not quite finished but we're hopeful it should be done by the end of August. Maven is doing a great job. The Board is welcome to come check it out whenever they want, or we can organize a viewing.
 - In preparation for moving into the new building, Randy has scheduled meetings with all of the Directors and their teams to walkthrough the storage sheds. Everyone is being encouraged to only bring what will fit in their offices and to get rid of the rest.
 - Group Homes completed the transfer from a state lab to a private lab for COVID testing.
 - We are doing group trials with the MITC time-keeping program, 30 staff are participating. Holly and Andy have held training sessions at both Park Place and Aspen Crest.

- We are down to 15 employee openings. Stacy is using a new program called My Applicants to post job opportunities to several websites. She has received 63 applications since the 7th of July.
- Jennifer and Kevin have been busy working on the budget.

VI. Committee Reports

- A. Finance/Audit Committee: The June financials reflect a \$60,000.00 reduction in Revenue. This decrease, in part, to correcting the issues with the double entry of Room & Board invoicing.
- The Wells Fargo expense cards went through a swing of about \$8K, as a result of moving entries from Unallowable Expenses to Utilities. Additionally, the Proceeds from Sales of Assets were moved from Operating Revenue to Capital Income. Cash is holding out well.
 - David Lane motions to approve the P&L statement as presented, seconded by Mike Schottelkotte. All in favor, motion carried.
 - The projected budget for FY23 is \$8.8 million, projected revenue is \$7.8 million. That leaves a deficit of \$1 million.
 - Mike Schottelkotte motions to approve the Budget for FY23 as proposed, seconded by David Lane. All in favor, motion carried.
- B. PR/Fund-Raising Committee: We have a pending grant from CHAFA, should find out if we get it sometime this month.
- COI won 1 of 5 grants awarded by Colorado Trust for Philanthropy Days.
 - We received a donation of AEDs from Next50, unfortunately we are unable to put them to use because of the training and upkeep necessities. Next50 is graciously allowing us to sell them and keep the money they bring in as their donation.
 - The next round of vehicle grants from CDOT is in progress.
 - RMHF is due next month so Lori will be working on that.
 - The vehicle sponsorship program kind of fell apart during COVID, and it's been hard to get it jump started again, but Lori has some ideas.
 - The 50th Anniversary Committee had their first meeting it was a good brainstorming session.
 - There was a meeting with InSync Media this week regarding our new logo to go over some color theory. We are on target to have it ready for advertising of the 50th Anniversary event.
- C. Program Committee: Last Tuesday (08/02) the Committee met with Megan, Day Program Supervisor for Park Place. Megan was brought on board from The Boys and Girls Club, she is introducing new initiatives for healthy habits for our residents. Megan suggested introducing people from our community who have special hobbies or interests who would be willing to come in and share their knowledge with our residents. If you know anyone who is interested, please contact Megan.
- We also met with Romiea, the Program Supervisor for SLS/FCG, (Supported Living Services/Family Care Giver). We focused mainly on FCG, where a family applies for a waiver to take care of an adult relative in their home and get paid a wage for it. FCG is currently serving 8 families with 2 more potential applicants.

VII. Old Business:

- A. Potential Investment Idea.

VIII. New Business:

- A. Voting in New Board Members. Beth Coop was a potential Board Member, according to the Code of Colorado Regulations, (10 CCR 2505-10 8.600 Section 8.601.1 [Community Centered Boards] B-2), it would be a conflict of interest since she is a service provider.
- Carolyn Rettig motioned to appoint Mary Dull to the Community Options, Inc. Board of Directors, seconded by Mike Schottelkotte. All in favor, motion carried.
 - Mary Turner motioned to appoint Heather Press to the Community Options, Inc. Board of Directors, seconded by Trevor Harrison. All in favor, motion carried.
- B. Potential Investment Idea. The Board decided to form the Sustainability Committee; Kevin, Jennifer, Trevor, and David all volunteered to be members. The committee was formed to research potential investment ideas.
- C. Edward Jones is encouraging all employees to volunteer their time to The Days of Caring event. The Montrose, Delta, and Gunnison branches are all getting together to do a day of labor for businesses/people around their communities. Trevor wanted to know if there was anything they could help out with around Community Options, Inc. Darcy suggested maybe they could help clean up the grounds in preparation for our 50th Anniversary Event.
- IX. Announcements: Mary Dull moved from apartment 2 to apartment 6 at Cascade, she also got her hair and nails done again.
- We just hired a Business Associate to help in the Finance Department. Samantha Faulk will be starting next week (08/15) and working around 25 hours a week for now.
 - Anne Pratt and Beth Coop have volunteered to form a Governance Committee to rewrite our By-Laws. Darcy would like to see this project finished by October of 2023.
- X. Executive Session:
- A. Pursuant to CRS 25.5-10-209 (2)(b)(IV)(F) this session will be conducted for the express purpose of developing strategy for negotiations and instructing negotiators.
- B. Trevor Harrison motioned to include Jennifer and Kevin in the Executive Session, seconded by Dr. Dwyer. All in favor, motion carried.
- C. Went into Executive Session at 7:56 PM.
- D. Executive Session ended at 8:40 PM.
- XI. Regular Session:
- A. Returned to Regular Session at 8:41 PM.
- B. Motion made by Mike Schottelkotte, seconded by Carolyn Rettig to authorize Jennifer Pelligra to negotiate a potential real estate transaction within the parameters discussed in Executive Session. All in favor, motion carried.
- XI. Adjournment: Motion to adjourn put forth by Trevor Harrison. Meeting was adjourned at 8:45 PM.

Respectfully submitted,

Aimee Pruitt