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BOARD MEETING AGENDA

Tuesday, September 9, 2025
6:30 PM
The Tom Turner Administrative Building,
936 N. Park Ave., Montrose

BOD: Darcy Arnold, Mary Turner, Mary West, Carolyn Rettig, Lorraine Van Gemmert, Mike Schottelkotte, Dr. Lou Dwyer, Anne Pratt, Jim Jones.

I. Call to Order
II. Absences:
III. Public Comment:
IV. Consent Agenda
    A. Minutes of August 12, 2025 meeting
    B. Executive Director's Report
    C. Committee Reports
        1. Finance/Audit Committee
        2. PR/Fund-Raising Committee
        3. Program Committee
        4. Sustainability Committee
        5. Governance Committee: Removed from consent agenda
        6. Housing Committee: Removed from consent agenda

V. Discussion Regarding Items Removed from the Consent Agenda

Housing Committee Update from meeting, including CHAFA potential cuts

Governance Committee

VI. Old Business:

Event Discussion (April/May/June)

Board recruitment

Nominating Committee

VII. New Business:

VIII. Announcements

IX. Adjournment

FINANCE/AUDIT COMMITTEE:
The Finance/Audit Committee will meet from 5:30 – 6:30 preceding the regular Board meeting.

BOARD MEETING MINUTES
September 9, 2025

Directors:

Darcy Arnold
Mary Turner
Mary West
Dr. Lou Dwyer
Jim Jones
Mike Schottelkotte
Anne Pratt
Lorraine Van Gemert

Staff Present:

Kevin Sowder
Holly Tea

Guests: Greg Lucero, Alyssa Pond, Hannah Max

I. Call to Order: Meeting called to order at 6:31 PM by President, Darcy Arnold. She declared a quorum to conduct business.

II. Absences: Mary Turner

III. Public Comment: Alyssa Pond joined the meeting tonight and expressed interest in becoming a member of the Board. Everyone present made an introduction to help Alyssa get to know them.

IV. Consent Agenda

A. Minutes Review of the minutes from the August 2025 meeting. Motion made by Mike Schottelkotte to approve the minutes and seconded by Laurie Van Gemmert. All in favor, none opposed. Motion carried.
B. Executive Director's Report: No questions.
C. Committee Reports
1. **1.** Program Committee: On hiatus.
2. **2.** Sustainability Committee: On hiatus
3. Governance Committee

Mike Schottelkotte motioned to approve items that were a part of the consent agenda, seconded by Laurie Van Gemmert. All in favor, none opposed, motion carried.

V. Discussion regarding items removed from the Consent Agenda
1. Finance/Audit Committee:
The financial statements for July 2025 were reviewed, with emphasis on reporting operational revenue and expenses. Mike Schottelkotte moved to approve the Financial Statements as presented, Laurie Van Gemmert

seconded the motion, all in favor, none opposed, motioned carried. Kevin provided information regarding rate cuts by HCPF and how they will impact the FY26 budget.
There was some discussion about making Cash Reserves separate from Operating Cash. Hannah Max, grant writer for COI, supported the idea that such a presentation could help communicate financial stability to funders.
A review of investments noted that Edward Jones has two CDs maturing, one in October, and one in November. President Darcy Arnold noted that the CD ladder is now in place with CDs maturing regularly. The two maturing CDs will be renewed for one year, locking in the highest rate possible for at least one year, in anticipation of potential treasury rate reductions.
Kevin notified the Board that the Phase 1 Environmental Study required for the CHFA Land Banking loan is out of date. It will cost $2,300 to have the report updated. Mike made the motion to approve the $2,300. Motion was seconded by Jim Jones, all in favor, none opposed, motion carried.

2. PR/Fund-Raising Committee: Hannah Max reported that she is applying for a $50,000 grant from the Department of Housing to help with pre-development expenses for the affordable housing project.

VII. Old Business:
Fund Raising Event: In view of the time required, and staff/Board resources available for the affordable housing project it was decided to post pone any fund-raising events indefinitely.

Governance and Leadership: President Darcy Armold suggested looking at By-Laws in from a less traditional viewpoint, to allow for more flexible Officer roles, and reducing governance to what is required by CMS, HCPF and the IRS.

VIII. New Business:
There was discussion about using AI to record and write the minutes for the Board meetings. Holly and Hannah offered advice emphasizing the importance of human oversight to verify accuracy. The discussion concluded that AI can be a valuable tool, but should not be relied upon.

Mary West brought up that the recent Annual Meetings have become a non-event compared to historical Annual Meetings. It was discussed that it would be worthwhile to re-establish recognition events for employees, stakeholders and supporters in COI's communities.

IX. Announcements:
None

X. Adjournment: Motion to adjourn put forth by Jim Jones. The meeting was adjourned at 7:46 P.M.

Respectfully submitted,
Darcy Arnold