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## **BOARD MEETING MINUTES**

### **January 10, 2023**

#### **Present:**

Darcy Arnold  
Mary West  
Carolyn Rettig  
Dr, Lou Dwyer  
Mike Schottelkotte via Zoom  
Trevor Harrison  
Anne Pratt

#### **Absences:**

Mary Turner  
David Lane

#### **Staff Present:**

Jennifer Pelligra  
Kevin Sowder  
Aimee Pruitt  
Samantha Faulk

#### **Guest:**

Lori Sharp

- I. Call to Order: Meeting called to order at 6:31PM by President Darcy Arnold.
- II. Absences: See above
- III. Minutes Review. Motion by Mike Schottelkotte and seconded by Trevor Harrison to approve minutes from November's meeting, with Amendments made by Mike S. All in favor, motion carried.
- IV. Public Comment:
  - A. Board Emails: Darcy reminded everyone to check your COI emails.
- V. Executive Director's Report: Jennifer was invited to the Lion's Club for a presentation and was awarded \$1,500.00.
  - Spent a Friday afternoon at the Montrose U campus, giving a presentation about Community Options, Inc. what we do and who we are. Learned about a rotary leadership funded program led by Dawn Dovey for non-profit day. Overall, it was a good afternoon.
  - Our end of the year fundraising letter went out, we've had some responses but don't have an exact total just yet.
  - Case Management just went through a quality QIS survey and did very well, only 1 deficiency, with excellent documentation.
  - There is a meeting with CHAFA Behavioral and Mental Health Task Force in February to discuss housing capabilities. There is no housing anywhere, and all agencies are feeling it.

- We updated the Canyonview listing with David Kienholz, he knows someone who is potentially interested after the 1<sup>st</sup> of the year.
- The radio station, Jack FM, renewed our PSAs for the upcoming year. Paul Varecha shared some ideas and price points with Jennifer for a new advertising campaign.
- Jennifer has a meeting Thursday morning with Sarah Curtis from All Points Transit.
- Canyonview closed on December 15<sup>th</sup>, all of the clients that lived there have been moved and are happy with their new living arrangements.
- Governor Polis would like to see the minimum wage for DSPs raised to \$15.75, but the proposition still has to go before the JBC. If this happens there should be a corresponding rate increase to help cover that extra expense.
- We received \$5K from RMH in Grand Junction, for staff support and wellness. The disbursement has to be equitable across the board so it comes out to be something like \$35 a person. Jennifer requested the managers/supervisors brainstorm and come up with some ideas on how the money would be best spent.
- HCPF is funding retention bonuses for Case Managers, they were received at the end of December COI made the payout and we are now waiting to be reimbursed.
- The RFP for Case Management services came out and was 91 pages, an interesting read to say the least.
- HCPF sent out a CM survey, to ask people what they think is important about Case Management services. It's a bit tricky to get to it on their website so we posted it on the COI site as well.

## VI. Committee Reports

- A. Finance/Audit Committee: Jennifer thanked Kevin for all of his hard work and diligence in going over our budget with a fine toothed comb, and along with his team implementing the changes that needed to be made, we are now in a better place for the Fiscal year then we had anticipated.
- Kevin introduced our Assistant Director of Finance, Samantha Faulk, to the Board. Sam has been working for COI semi part time while finishing her Masters Degree in Accounting, which she completed in December, and is now full time.
  - Kevin presented the financials for October and November. There are a couple of items that stuck out, utilities being the main difference due to the colder weather and people using their heaters more, everything else on the expense side is normal.
  - October shows a loss of \$41K and November shows a loss of \$65K, we made some programmatic changes which are reflected more in the new budget.
  - The Balance sheet shows our net loss at this point is about half a million dollars instead of a million dollars.
  - Dr. Dwyer motioned to approve the financials for October and November 2023 as presented, seconded by Carolyn Rettig. All in favor, motion carried.
- Budget revision: Programmatically, we've lost a few individuals, closed a Group Home (CV) and moved some of those clients to Glencoe and other places. December 2023 through June 2024 we should only have a deficit of \$17K, which will bring the entire FY23 deficit to \$581K.
- The upcoming FAMILI Act deduction will be a new line in the financials, with our first payment to the state coming due in April.
  - There will be a reduction to the utility line of roughly \$20K due to switching from Spectrum to Elevate, Holly handled this onerous task and did an excellent job.
  - The first of the CDs is coming to maturity in January, we should be able to reinvest that amount for another three months.

- Mike Schottelkotte motioned to approve the revised budget, seconded by Anne Pratt. All in favor, motion carried.
- B. PR/Fund-Raising Committee: Lori Sharp reported we received \$10K plus the \$5K (staff support and wellness) from RMH. RMH were impressed by Jennifer's candor when she spoke to them about why we are where we are and what we need moving forward. Jennifer educated our Program Officer with RMH about who we are as an organization and they want to get involved on a closer level by convening a group of CCBs in their catchment area to see how they can be of more help.
- We've received donations/grants from; Alpine Bank, American Family Insurance, CHAFA, Lowe Fund Denver, Montrose County, Montrose Regional Health, RMH, San Juan County, San Miguel County, The Telluride Foundation, and Walmart (Montrose and Delta). \$81K in total.
  - Lori wants to have a meeting with Jennifer and Kevin to recraft our story since we're making some big changes and our new model is awesome.
- C. Program Committee: Still on hiatus, discussing how best to move forward.
- D. Sustainability Committee: Covered in Finance Committee
- E. Governance Committee: On hiatus until Mike Schottelkotte gets back.
- VII. Old Business:
- A. Still waiting to hear back from the EEOC, could be 6-8 months.
- VIII. New Business:
- A. Jennifer met with Nick from Town Square Media, he presented a few marketing ideas focusing on Facebook ads and a strong social media presence. Jennifer doesn't think we're at that point yet but Brand awareness will become more important after the Case Management separation. We want to be seen as community partners helping out where we can not just asking for help. Paul Varecha from Jack FM gave Jennifer some prices for additional air time at \$15 for 30 seconds but since we are a non-profit they could probably work with us on additional value. Lori Sharp requested this conversation be tabled until she can meet with Jennifer and Kevin and come up with a game plan.
- B. Storage Options: We are out of the big storage unit but still have 2 small units in the same building. We need on-site storage, Randy and Jennifer have been looking into options. So far they've discussed a pole-barn coming in at roughly \$100K and Conex storage containers which run anywhere from \$7,500 to \$8,400 for the 40 footers.
- IX. Announcements:
- A. Tanya Dwyer and Mary Turner spent some time with Bud, the director of Boys and Girls Club, he seems interested in working with us in the future.
- X. Adjournment: Motion to adjourn put forth by Mike Schottelkotte. Meeting was adjourned at 7:55 PM.

Respectfully submitted,

Aimee Pruitt