

Connections for Independent Living

Board of Directors Regular Meeting Minutes

Wednesday, August 25, 2021 @11:00 a.m.

Attendance in the Meeting:

President-Mary Jo Brockshus, Secretary-Elizabeth Mahoney, Member-Kate Howell, Member-Lou Steinberg, Executive Director-Rochelle Miller, Executive Associate-Carol Cochrane

Absent:

Member-Erica Barraza

President Brockshus called the meeting to order at 11:10 a.m.

Director Steinberg motioned to approve the minutes of the July 28, 2021 Board of Directors meeting, Director Howell seconded. Vote taken. Motion approved unanimously.

On Friday, August 13, 2021 the board digitally voted and passed a policy for signature authority. Director Steinberg made the motion and Secretary Mahoney seconded. The Policy has been added to the Connections secure files.

Financial Report

ED Miller presented the financial report. Connections has not received communication from UNC's legal counsel regarding the unpaid balance. If the lack of response continues, Brad Hoffman, attorney, will send a demand letter on August 31, 2021 on behalf of Connections. If this goes unanswered the next action is to consider filing suit in September 2021. The Childress accounting team and staff are assembling and documenting all pertinent information related to this matter.

The balance sheet and income statement have no abnormalities this month. The SEEKS program will receive income in the August financial statements. The cost of the 35th Anniversary event is not reimbursable. Printing and mailing save the date cards and invitations, recognition plaques, food, and supply rental for tables and chairs will be charged to Administrative expenses. We are pursuing in-kind donations for the alcohol and other beverages.

ED Miller noted that expenses for health are up slightly. She reminded the board that most Connections programs spend money first and then are reimbursed. The board had

no questions concerning the profit and loss statement, balance sheet, or the financial dashboard. Copies of the annual report for fiscal year 2019-2020 were distributed.

The board and ED Miller went over the first draft of the budget for fiscal year 2021-2022. Some of the possible changes to employee compensation and staffing were discussed. Other items highlighted were a potential increase in overhead charges for fee for service billings in the next calendar year and the need to better determine the ROI on these services before the final draft of the budget is presented to the finance committee on September 14 at 2:00 p.m.. A discussion then ensued concerning clients in the fee for service program and the possibility of increasing the client base. The conversation included information that Connections is seeking additional interpreters to expand our pool of available interpreter contractors. ED Miller stated that budgeted Administration costs will lower as the budget has one audit by BDO, not two as in the current fiscal year, and a lower amount of anticipated Childress team expenses as the cleanup and installation of new systems is complete.

Operations and Executive Director Report

ED Miller asked the board if they had any questions on the Dashboard. Secretary Mahoney inquired about the housing metrics and security deposit funding. ED Miller responded that 22 people were briefed this month and 3 people have found a home to lease. Connections is completing grant requests to assist with supplemental rent payments and the established deposit assistance program..

Discussion followed concerning the pathways for finding appropriate grants to fund specific projects or operating costs. Phone calls, emails, word of mouth, utilizing partnerships, memberships, contacts with the government and software such as Grant Source were given as methods of finding funding. The need for fundraising activities is important as many grants utilize this metric to determine which organization receives funding. Connections fundraising activities this year will include Colorado Gives Day and the 35th Anniversary event. Varying charitable foundations were identified as possible sources of grant funding.

The annual survey to consumers was completed in June, results were shared with the board. Approximately 340 surveys were sent and slightly less than 50 were completed. Most respondents stated we provided good services and would highly recommend Connections. 35% responded that they did not have access to technology. Beginning in September we will be partnering with ARC of Weld county to provide monthly technology workshops in Lunch and Learn sessions to address this need. Additionally, the High Plains Library District will provide the Ask-a-Librarian technology service on site at Connections one day a week. Survey respondents gave Connections a 4.5 rating

out of a maximum of 5. Most have been consumers for over five years and would recommend Connections for Independent Living to others.

Connections received front page coverage in the Greeley Tribune on the Reeve grant program *Connect With Friends*, as well as coverage on vaccine equity services.

Old Business

The 35th Anniversary event will begin at 4:00 p.m. and end at 7:00 p.m. The anticipated timeline is:

- 4:00 until 5:30 - cocktails, appetizers and tours of the building
- 5:30 until 6:00 - short program consisting of President Brockshus providing an opening statement on the past, present and future of Connections; recognizing Ms. Beth Danielsen and Mr. Brad Taylor for their service to Connections for Independent Living. Rochelle will make an appeal for building renovation support.
- 6:00 until 7:00 - conversation

If gatherings are not allowed due to the pandemic, contingency plans are in place. The appetizers, food, and all rentals will be cancelled. There will be no charge to do so. The event will be offered digitally for virtual attendance..

Music will be provided at no charge. The Corkcicle thank you gifts look good and a donation of \$50.00 or more will allow the benefactor to receive one if they would like. Director Howell will donate plates for the event.

The proposed Connections Value Statement was given to the board members present. It can now be viewed at ConnectionsColorado.org/our-story

The next board meeting is on September 22, 2021. It will be at 11:00 a.m. on ZOOM, no in-person option will be offered.

Director Howell moved to adjourn the meeting. Director Steinberg seconded. Motion passed unanimously. The Board adjourned at 12:14 p.m.

Respectfully submitted, done to the best of my belief and ability, by Carol Cochrane.

APPROVED AT BOARD MEETING held September 22, 2021

Affirmed by:  Date: 10/1/2021 | 10:39 AM PDT
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Elizabeth Mahoney, Board Secretary