

**Connections for Independent Living
Board of Directors Meeting
January 9, 2024**

Meeting attendees:

Elizabeth Mahoney, Chair
Kate Howell, Vice Chair
Rochelle Mitchell, Chief Executive Officer
Tim Wilson, Board Member
Mary Jo Brockshus, Board Member
Lou Steinberg, Treasurer
Tony Gonzalez, Secretary
Norma Barrantey

Absent:

none

Meeting called to order at 12:34 pm

Norma Barrantey is on the zoom and has applied to be a Board Director.
We'll get a time set up so the Board members can meet with her.

Board Review of the November 2023 Minutes at 12:36 pm

Motion to approve the minutes by Tim.

Lou seconded the motion.

All in favor to approve as they are.

No Digital Vote at 12:37 pm

Monthly Financial Reports at 12:37 pm

Everything is order with the Balance Sheet.

Most equity is in the building.

\$50K Line of Credit was signed with First Bank today, we'll see that on the January 2024's financials due to how the State is making disbursement payments. We won't most likely need to use this line of credit. It is emergency funding so we can build our reserves up.

Mary Jo asked what

Budget Raymond James Account is up to \$12K as we put additional monies back into our reserves.

Lou shared that the financial statements are 6-weeks old at the Board of Directors meetings. We may want to reconsider redoing the meeting times so we have updated financials. Typically we meet the first Tuesday of the month.

Please let Elizabeth know about the 3rd Wednesday of the month from 1230-2 pm MT will work for you. Elizabeth will get together with Rochelle on this. Rochelle suggested we could have meetings back at Connections in person or hybrid on:

- Feb 21
- Mar 20
- April 17

- May 15
- June 19
- July Board Retreat
- Aug 21
- Sept 18
- Oct16
- Nov 20
- No Board Meeting in Dec

Profit and Loss is showing a profit.

We have some expenses from the Interpreting Department still. So profit will only go up.

Outstanding A/R Summary for the Interpreting Department.

We have negotiated with Pinnacle and have received the majority of it.

Monthly Financial Overview reviewed.

15% of budget and 70% of expenses - which is where we should be.

Elizabeth asked (Fiscal Year started in October) - expenses will even out over the year, correct?

Lou said expenses will run higher than the income since we are on a cash basis (services are expenses) and reimbursements are often paid in a few months. By the end of the year, it balances.

Elizabeth asked if this document has the budget vs. actual?

Lou and Rochelle responded.

Red on this report means we didn't spend what we budgeted for.

This budget was projected with the interpreting as part of our program.

Butler Accounting is our new Accounting Firm from Cody, Wyoming.

Childress Accounting was purchased. We were always thrilled with them. Childress is moving into Business Development type of work. Butler was hand-picked by James and he called all of their clients. We are extremely impressed with Troy and his whole team. We have met with them weekly since December when the announcement was made. Many of their clients are entities like ours. They are responsive, helpful through our audit and given us suggestions for improved/streamlined processes/reporting. Childress/Butler Accounting is working well with Stephanie and have offered to mentor her.

Audit Report

We had less inquiries than last year. We have had a clean audit the last two years. They made one suggestion but it is something we can't do because of our size.

Director Dashboard Update at 1:09 pm

We did just receive some grant funds so the dashboard is as updated as it can be as we don't have December financials yet.

Questions on the Dashboard or Areas of Focus?

It was very explanatory by Kate, Elizabeth and Mary Jo

Colorado Gives Day

We don't have an updated number yet.

Program Performance Report

This 37-page cumbersome report was submitted right before year end.

Services delivered by month and cumulative.

Information and referrals 1100+ information and referral calls to over 3300 (tripled) because of the number of people on the housing wait list and our public past housing advocacy work. We also have done more consistent communication with strategic partners but most calls are due to the housing crisis.

Lou commented about the amount of new apartments that are under construction now. We are working with the City of Greeley closely. Jessica would have let people know

We are not applying for any more deposit assistance from the Weld Trust Fund since we don't have section 8 vouchers. We can revisit this at a later date when we know more.

Tim helped Josh and Rochelle write the DOLA Grant.

We were awarded \$70K of the \$100K grant.

This allows us to hire a cyber security expert to make our processes safer.

Certified Benefits Enrollments Center Grant \$75K

Medicaid or Medicare Part D application or SNAP or LEAK benefits for energy efficiency submission, we are the certified benefits for North Eastern Colorado. The only other one is in Lakewood. We will hire someone to manage this grant. Our goal is to enroll 100-250 people for this grant. Our staff will get free training.

Aloe gave us 2 years of Free Internet \$7200

Non Profit Efficiency Program - we are first through the hoop of this program.

Dept of Local Affairs Emergency Rental Housing Utility Assistance Grant was not awarded to us. United Way was awarded.

Brad decided to retire. We are trying to find something to mark his retirement. We are working on finding something that will celebrate him.

Sabbatical Grant is pending until Spring/Early Summer.

Karen's last day was in December. She is getting a lot of business from referrals.

The State Legislature kicks off tomorrow. Rochelle will be there next week testifying in front of the JBC.

ACCIL Grant submission for the black license plate and a portion goes to disabilities.

\$660,000/month

Rochelle is serving on the Governor's Board in 2024 and will work with the Lieutenant Governor's Office on how that money is being spent.

Old Business at 1:31 pm

- Executive Committee next meetings: 02/14/2024, 6/12/2024, 10/09/2024 all meetings scheduled to begin at 2:30 pm (June and Oct dates may change).
- Committee Meetings - please schedule and invite Rochelle/Elizabeth to your meetings (Community Engagement and Fundraising, Board Recruitment/Retention)
- Board Recruitment/Retention - Norma shared her desire to do one meeting to meet the Board - January 22, 2024 12:00 pm - a zoom meeting will be sent out.

- Finance Committee Update - Lou wants to review the audit and updated financials and will contact the committee.
- Rochelle/Elizabeth suggested quarterly meetings in person.
- Tony motioned to approve the new Board CIL Dates mentioned above and Kate approved. Everyone approved.
- Fundraising Committees - no updates.
- Michele Voris needs updated contact information for the Board of Directors by this Friday, January 12, 2024 by 12:00 pm MT. Please email her your updated contact information.
- Cross Disability Coalition Report - Mary Jo could not understand the acronyms. Rochelle said the bottom line is people need housing assistance and everyone is in a housing crisis.

New Business at 1:51 pm

- Technical board agreements - Elizabeth asked what would make the board meetings even better? Kate said the meetings are great. Recommendations can be emailed to Elizabeth.
- Lou recommended attending the All Hands Meeting if at all possible.
- Next Board Meeting Feb 21, 2024 at 12:30 pm - 2 pm

Lou motioned to adjourn the meeting.

Tony seconded the motion.

Meeting adjourned at 2:00 pm

Action Items:

[x] Schedule meeting times for board to meet with Norma(Michele Voris)

[x] Confirm new meeting schedule of third Wednesday of each month starting in March (Michele Voris)

[] Forward board application documents to Mary Jo if needed (Lou)