

**Connections for Independent Living
Board of Directors Meeting
August 24, 2023**

Meeting attendees:

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

Meeting called to order by Elizabeth Mahoney, Chair (9:39 AM)

Board Review of the June Minutes by Elizabeth Mahoney, Chair (9:40 AM)

1. Lou Steinberg made a first motion to approve.
2. Mary Jo Brockshus made a motion to second the approval of the minutes.
3. Minutes were unanimously approved with no edits.
4. Elizabeth Mahoney, Chair asked for a copy of the minutes earlier than in past months in order to review

No Digital Vote -Elizabeth Mahoney, Chair (9:41 AM)

Monthly Financial Reports -Lou Steinberg, Treasurer (9:41 AM)

Profit and Loss Statement

Looked at total income and total expense and talked about minor adjustments in the ASL Interpreting program. Going forward, we have made some adjustments and have come to a satisfactory conclusion to maintain the program going forward for a trial period of 6 months into FY24. The CEO and board will review information on staffing and program bookings at this time to determine a path forward.

Balance Sheet

Reviewed current assets and long term assets and current liabilities and long term liabilities
Connections remain in a strong position and have sufficient income to cover our expenses.

Finance discussion:

- Rochelle shared our current A/R Summary - and discussed timelines on balance(s) pending.
- The State Independent Living Council had some funds that we were granted to spend immediately but no later than September 30, 2023. The majority of funds are being allocated to office and building capital improvements and staff training.
- The ASL Interpreting Program is operating at a loss and changes in the program will take effect at the beginning of FY 2024.
- VIP program - Veterans Assistance Program will increase revenue and will be reflected in the 2024 budget.
It is predicted from current financial trends that Connections will have a break even year for FY23.

No follow-up questions asked.

FY24 Budget Draft by Rochelle Mitchell-Miller, Chief Executive Officer and Lou Steinberg, Treasurer

(10:01 AM)

Lou Steinberg explained the budget process and how we got to this first draft. We set Connections budget, but the variation that occurs at this point until the next board meeting will be minimal. Discussed fixed and variable expenses and how the numbers were formulated. The Board can expect to vote on the budget at the September meeting.

Overarching Questions:

Kate Howell asked "What is Fundraising G&A"? General and Administrative costs for direct and indirect expense.

Rochelle Mitchell-Miller shared the greatest variation will be in these areas: (10:13 AM)

American Sign Language Interpreting Department

Discussed changes to the program going forward. Staff hours will be reduced as of October 1, 2023. CIL is raising the interpreting rates to match the others in the region.. The CIL Board is being asked to approve the program for six months to ensure sustainability.

Tim Wilson questioned our succession plan for the ASL Interpreting program

Clients and individuals we serve would not be left without services. Rochelle Mitchell-Miller said we could sell our client list to private organizations or Connections Would have to hire and train an administrator to do the scheduling. We are one of the most respected agencies in this area due to the deep level of staff expertise.

Elizabeth Mahoney questioned how this affects our contracts.

Rochelle Mitchell-Miller said there is a 30-day clause in every contract. Connections would have the resources to run it for a short period of time.

VIP (Veterans Program)

Brochures and websites are available now. This program will be profitable for Connections based on conservative numbers.

Housing Increases

Josh negotiated a new income fee for our housing program which pushes this program into better profitability Due to overwhelming demand for Housing assistance, this program requires a part-time assistant. .

Grants

The Department of Local Affairs Infrastructure Grant was submitted in mid-August. If received, the grant will provide a thorough and much needed review and upgrading of our digital technology and a full cybersecurity assessment. Thank you Tim Wilson for helping us with the budget narrative portion of this grant.

Youth Outdoor Equity Program

This program carries into next year.

Other Adjustments

Talked about other human services and COLA adjustments that are being made as compared to averages in the marketplace.

Elizabeth Mahoney shared with the Board that the board will be completing Rochelle Mitchell-Miller's performance evaluation in the very near future and if needed, we can have an executive session meeting regarding personnel discussions.

The board is required to pass a budget in September. They will vote on this next month.

No additional questions asked.

Director Dashboard Update by Rochelle Mitchell-Miller, Chief Executive Officer (10:50 AM)

- We have a new staff member starting on Monday, August 28, 2023.
- We hope to have a second person starting in Sterling, CO.
- The Veterans Independence Program (VIP) is going well and off and running.
- We have a very high number of current active consumers, that number has increased steadily.
- Housing has leveled off with no new vouchers available at this time from DOH.. We have an out of state CIL's requesting consultation, which we may do.
- Transitions are going very well.
- Interpreting is at 380 hours as of August 23, 2023. This is extremely high for a single month.
- Year one of two in the Outdoor Equity Program went great. We want to start planning in Feb/March 2024.
- The Digital Equity Program still has a few opening for programs for people with disabilities on 8/29 in Fort Morgan (7) and 8/30 in Greeley (4) - an RSVP is required and an attendee must have a slot

No questions asked.

ACCIL Retreat in September by Rochelle Mitchell-Miller, Chief Executive Officer (11:00 AM)

Rochelle Mitchell-Miller shared that all 9 CILs have to work together in collaboration in deep-seeded communication to move the needle on competition, community over toxic individualism, horizontal power-sharing over hierarchies, connection over networking, people over products and lifting up invisible work over what is popular. Shared the drafted agenda for the retreat with the Board 4 of the 6 board members have committed to attending. .

Old Business by Elizabeth Mahoney, Chair (11:12 AM)

Elizabeth Mahoney asked all Board Members to review the updated plan of our goals. We will discuss this more next month.

Calendar review

- No Board meeting in December 2023 but the Staff Luncheon is at Austin's American Grill on December 6, 2024. RSVP required (no +1).
- The board decided to move the Jan 2, 2024 Board of Directors meeting to Tuesday, January 9, 2024. An updated calendar will be released.

New Business by Elizabeth Mahoney, Chair (11:16 AM)

There was no new business.

Meeting adjourned at 11:16 AM MT. Lou Steinberg motioned to adjourn first and Mary Jo Brockshus seconded. All were in favor. Duration: 97 minutes