

**Connections for Independent Living
Board of Directors Meeting
February 21, 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, Board Member
Mandy Funchess, Schelinker & Cantwell, CPA, LLC. (Auditor)
Heather Barnes, Outreach Independent Living Specialist and VIP Advisor

Absent:

none

Meeting called to order at 12:36 pm

Warm welcome to Norma for her first Board meeting.

Board Review of the January 2024 Minutes at 12:36 pm

Lou motioned to approve and Tim seconded.

Then Elizabeth asked about an incomplete sentence. About "Mary Jo asked"... Michele will clean that section up. With changes the board was all in favor and approved the minutes.

Digital Vote at 12:38 On 1/23/24 via email the board unanimously voted to approve **Norma Barrantey** to join the Connections Board. All emails have been retained as digital record as such. To secure this motion and subsequent vote, the motion was read into these official minutes.

Monthly Financial Reports at 12:39 pm

Thank you Mandy for being here today. Mandy shared her screen and we looked at the Sept 30, 2023 (and 2022) audits. We reviewed the Independent Auditor's report on page 3-4 of 17 of this report that was issued January 22, 2024.

A few key things:

- New Veteran Contract this year
- COVID Fundings in FY21 and FY23 dried up this year
- Large State Conference this year

Looked at Balance Sheet

- Total Current Assets increased due to Accounts Receivables
- Total Property Equipment - current year depreciation decrease
- Overall pretty consistent year
- Total current liabilities increased due to Accounts Payable due to a pass through grant being paid out
- Total net assets increase which was net income for the year

Statement of Activity Review

- Revenue pretty flat for the year overall
- In Kind Donations increased
- Grants and Contributions due to COVID donations decreasing
- Total expense increased due to salary changes, expenses on grants
- Net income 4430

Statement of Cash Flow

- Accrual vs cash world - forgiveness of PPP Loan
- Bought some equipment
- Pretty consistent year over year

Functional Expenses

- Programs all allocated expenses, run a pretty tight ship

Notes p 8-15

- Story of the organization and what you do.
- Very similar to last year.
- Investment fair market value
- Advertising (Google)
- Grants
- Service Receivables
- Property and Equipment
- Long lived assets
- Adoption of New Accounting Standards - Leases
- Revenue Recognition
- Grants and Contributions
- In-Kind Donations in Services
- Functional Expenses
- Availability of Resources
- Concentrations of Income

Lou shared that he liked our ratios. It is a great report.

Elizabeth shared her thanks as well.

VIP Program Update at 12:51 pm

Heather Barnes was introduced by Rochelle to share more about the VIP Program who has partnered with CPWD CIL in Boulder. Heather is the Outreach Independent Living Specialist and VIP Advisor and has been here one year. It started with 6 Veterans and it went up to 11. We have had an amazing experience with CPWD (Center for People with Disabilities).

Heather shared an overview of the program, connections service area, history, areas of focus needs and support, and their current spending plan.

Questions

Kate asked where the caregivers are found?

They are encouraged to find the caregivers on their own. If I have someone in that area, I can make recommendations. Kate said she knows some caregiving information from the Sterling area.

Lou was under the impression we can not solicit Veterans.

The VIP program, they go through their social worker through the Veterans Affairs. We can refer to them but we can not initiate them. We can talk to them and tell them to contact their VA and be referred to the VIP Program. It is Veterans Affairs funded, so they must go through them.

Rochelle shared that we must be careful and can not jeopardize the agreement with CPWD and the Veteran's Affairs - please do not share these slides.

Elizabeth asked about transportation services.

The Veterans Affairs do have transportation reimbursement options but not actual transportation services.

We began this program in September 2023. It has been a huge success.

Director Dashboard and Executive Director Update at 1:15 pm

Building Update

There was a fire in the shed of our building two weekends ago. Working with an electrical provider to secure our electrical box. The fire started next to the breaker box and melted some of the materials within it. This meant we had a major malfunction of our electrical systems at the office. The damage is significant which means we have to update the transformer box. The timeline is 16-weeks for us to receive the parts, get the permits and build the box. We have power surge protectors in the office. We are looking at generators for the three days a week we are open or move us to a temporary location. We don't know any permanent damage until we have a generator up and running. The office is closed for now. All staff are working remotely M-F and using the library in the interim for M-W. Parking and accessibility have been the opportunity. We are working on a plan of action on how to move forward. We need to have a permanent meeting place that is fully accessible with some private meeting room areas. Thank goodness we are fully insured.

Mary Jo will check on a space that might be suitable for a temporary location. Tim said he might know of a location as well. Rochelle will reach out to the Board when she knows more. We are waiting to hear from the Insurance Adjustor on what they will cover and what any additional costs are to us.

Elizabeth said the team has been remote for a while so the blessing is that they have capability to do so. She suggested that Aims might be an option.

Lou said Mary Jo and he could bring it up at a monthly Commercial Broker meeting.

Rochelle said the problem for consumers is that they are very attached to our location so that it doesn't create other transportation and accessibility issues. Our building is still the best option if we can make it work.

Elizabeth asked if there is a Police or Fire Investigation? No, there were 4 other fires that night. The investigation is closed out.

ED Dashboard

BEC (Benefits Enrollments Center) Grant - We have major training for staff to make us a Certified Benefits Enrollment Center. It is going great. A secondary office in Fort Morgan, CO is being looked at. Mary Jo will look at the lease for us for \$300/month with a lot of accessibility and common space for the three people out there. We are hoping to have the lease signed soon.

Digital Technology Grant - accepting proposals through the end of February 2024. We have not seen any proposals yet. This is to look at our cybersecurity and digital technology that protects our consumers and employees.

Employment Opportunities - available on our website. Please share these with your sphere of influence so we can get candidate responses.

ACCIL - We have presented over 400 bills to the State Legislature. We have 15 active bills that support people with Disabilities. March 7th is Disability Rights Advocacy Day. Rochelle will be speaking about the Crisis of Housing. 85% of Clientele have a housing issue/problem. The crisis goes much deeper than having a place to live. This has gone from Independent Living to not having a place to live because you are a person with disabilities.

For example, the recent fire was because of an unhoused person that was trying to get out of the elements to stay warm. Now our agency is down for four months. This matters. People's need to have shelter affects everything else in Maslow's hierarchy of needs. We must keep this as the top of the conversations.

Tony shared his gratitude for Rochelle sharing this crisis and her work and support towards this effort. Elizabeth asked for more information about this day. Rochelle shared this website:

<https://www.disabilityrightsadvocacyday.org/>

Dashboard Overview: Rochelle and Elizabeth shared with Norma that normally we go over the dashboard, the colors and percentage amounts. We pay attention to the yellow and orange areas (on the to do list).

Staff Update

Brad Taylor is very sick. He has been in the hospital for about 2 weeks and is not making improvements. He is at UC Health in Greeley. He will be moved back home this week for Hospice Care. CIL has been asked to help with his Memorial Service. If you want to send a card, please do it quickly to UC Health 6767 W 29th St, Room 238, Greeley, CO 80634 and please send no balloons or gifts.

Rochelle is looking for a motorcycle contact to do a drive by. Michele has one.

Old Business at 1:49 pm

Executive Committee update - Tony/Kate/Lou/Elizabeth

- Audit review
- Training ideas for the Board
- Planning committee
- Executive Committee Schedule in place
- Finance Committee Schedule in place
- Recruitment and Retention (Mary Jo, Kate, Rochelle) - as needed
- Development and Fundraising - as needed
- Rochelle shared the policy that new board members can not serve on committees for 6 months
- Board Retreat Planning
 - ACCIL Retreat - Topics

Finance Committee P&L Update:

- We are in good shape.
- We moved the time so that the numbers are current for the Board meeting.

- Lou is very happy with the 2:1 Ratio with Current Liabilities on our financial statements.

State of the City February 29, 2024

- Kate is attending and asked about a nametag. Rochelle said to look for an email.
- It would be great for us to attend this together.

No New Business at 2:01 pm

Adjourned meeting at 2:01 pm

Lou motioned and Mary Jo seconded.