

# Board Meeting Minutes

## Northwest Colorado Center for Independence

Board Meeting held at Mountain Valley Bank in Steamboat Springs, CO and via Google Video conference. Wednesday December 14, 2022

Members Present: Bruce Roemmich, Vice President  
Jessica McMillan (remote)  
Don Godshaw (remote)  
Vicki Holcomb (remote)  
Justine Ager, Board recruit  
Dan Bonner, Board Treasurer -joined at 1:57

Staff Present Ian Engle, Executive Director  
Meagan Carini, Finance Manager (remote)

1:40 Bruce Roemmich calls the meeting to order.

Ian introduces our new Board recruit, Justine Ager. Justine shares with the Board that she sustained a life-altering injury at 24, which resulted in a severe brain and spinal cord injury. Also left her blind in one eye. She uses NWCCI for mobility due to her physical limitations. She uses walker, a crutch and sometime a wheelchair for mobility. She is an advocate for individuals with disabilities.

The Board members and Meagan introduce themselves to Justine.

1:48 Don motions to approve the Board meeting minutes from the October 19, 2022, Bruce seconds and the motion passes.

1:49 Meagan presents the Finance Committee and Human Resources report. Just Works has been onboarded as the new Program Employer Organization handling payroll, human resources and benefits support (including healthcare) for NWCCI, with a solid platform that includes employee time tracking, the Board approves.

NWCCI is discontinuing the contract with Single Track bookkeeping in lieu of the new contract with Justworks, the Board approves.

State sanctioned family leave policy starts Jan 1, 2023, this requirement is presented to and approved by the Board.

1:53 Discussion about funding savings programs. Meagan is investigating an option through Edward Jones with regard to 3/6/12 month CD's with an interest rate over 4% and no fees. Possibly invest \$150,000 that would be laddered so that money would be

accessible when needed. Savings account is .1% compared to CD 4%. We would need to show extreme financial responsibility since we are a non-profit.

2:20 Ian presents the Development Report. NWCCI was recently awarded a \$10,000 grant from Rocky Mountain Health Foundation and also received grants from the town of Silverthorne and Breckenridge this year for the first time.

2:24 Profit and Loss Sheets were discussed. Rocky Mountain Rides contract through Southwest Rides has been extended into 2023.

The Profit and Loss report is presented and the Board approves.

Dan moves to approve the Oct Financials as presented – Net income \$191,187.22. Total assets \$508,065.79, Bruce seconds and the motion passes unanimously.

2:34 Program Reports – keep programming steady. NWCCI is seeing the trend of the main service being independent living skills and more services per person. Reviewed the program report.

2:40 Executive Director Performance Review:  
Ian received 30/32 points on the collated performance review with praise for job knowledge and promotion of the NWCCI mission and representing NWCCI with integrity. Ian's lower scores were for organization and timeliness. He acknowledges that he needs to improve in these areas and is open to support and guidance. Board agreed to raise Ian's salary to \$82,500 starting next payroll period with acknowledgement for hard work and dedication.

2:57 Fundraising – An anonymous Donor gave \$5000 as a match donation for Colorado Gives. Day to motivate other donors and generate interest in future donations. Colorado Gives had 31 donors – split between new and old donors. Vicki will do thank you cards for Summit County and Meagan will do thank you cards for the rest.

3:14 Bruce motions to adjourn, Vicki seconds and the motion passes.

3:15 Next meeting is scheduled for January 25, 2023