

Board Meeting Minutes

NorthWest Colorado Center for Independence

Board Meeting held at Bud Werner Library in Steamboat Springs

And via Google Video Conference

Wednesday, March 30, 2022 @ 1:30 pm

Members Present: Michael Toothaker, Board Vice President
Susan Waldron, Board Secretary via GoogleMeets
Bruce Roemmich, Board Member via GoogleMeets
Dr. Chris Ebert, Board Member via GoogleMeets

Board Members Absent: Craig Kennedy, Board President
Dan Bonner, Board Treasurer

Staff Present: Ian Engle, Executive Director

1:40PM – Board Meeting is called to order by NWCCI Board Vice President, Michael Toothaker. The meeting is being held via Google Meets video conference and partially in person at the Bud Werner Library.

1:50 PM – Bruce made a motion to accept the Board Minutes of February 23, 2022 as amended, Mike seconded and the Board voted unanimously to accept the motion.

1:51 PM – Ian presented the current status of the NWCCI Development Report. Rachelle continues to excel in securing grants. Grants exceed current fiscal year budget projections for grant revenue.

1:53 PM - Ian presents the Fundraising Update. The Annual NWCCI Spring Campaign Letter is completed and ready to be distributed and printed in newspapers in the five counties that we serve. The article includes an interview of Staci. It was encouraged for the Board Members to share this article with others, as this may enhance our fundraising.

Bruce reported that another \$500 donation, via Flip Cause, was received. Bruce wants to make sure this information is received, and other like notifications, by Marie. These donations will be acknowledged by a thank you letter.

1:58 PM – In Dan's absence, Ian gave the February 2022, Financial Report numbers. The total assets are \$387,504.88 and \$95,334.28 for income, the Board accepts this report as presented.

2:05 PM - Ian presents the Finance Committee report. The topics included:

- The Finance Committee requests that they have the Boards approval to make edits to the Finance Manual per CDLE compliance review. Changes and edits to the policy will be presented to the full Board for review and approval during regular meetings. The Board approves of this request.
- Ian continues to check in with the Colorado Department of Labor and Employment as to NWCCI's debt status to them.

2:20 PM- Ian reviews the monthly Programs, Activities and Personnel report. He indicated that Administrative Assistant position is needed to help Meagan. This job would help in the transition from the COVID operating protocol to a return of pre COVID procedures and more in-person office operations.

Board Member Recruitment was discussed. Ian did make contact with an attorney who indicated she can't make the time commitment now, does have interest in the future. Bruce also identified a potential person of interest.

2:28 PM - Board schedules the next board meeting for Wednesday, April 27, 2022 at 1:30pm.

2:30 – PM Michael motions to adjourn, Susan seconds, and the Board passes unanimously. Meeting adjourned.