

Board Meeting Minutes 9-27-2023

Northwest Colorado Center for Independence

Members Present: Michael Toothaker - President
Bruce Roemmich Board Vice President
Vicki Holcomb Board Secretary (remote)
Craig Kennedy (remote)

Staff Present Ian Engle, Executive Director
Meagan Carini, Finance Manager joined at 1:53

1:32 Vicki called the meeting to order. Craig 2nd the motion. Bruce motioned to pass the minutes from the Board Retreat on June 21, 2023, at STARS. Vicki motioned to approve the Minutes as amended from the meeting on August 30, 2023. Vicki had Bruce present and Don absent and it was the other way around. Craig 2nd the motion. Bruce abstained and all the rest of the board approved.

1:42 Development Report - Rachele continues to work remotely from California and is doing an excellent job.

1:47 Finance Report – The CO Dept. of Labor Financial Systems audit was completed. There were no findings and no observations. Final report is not completed yet. The Catterson audit will begin in October. Meagan is taking on Human Resource rolls. Ian noted that she is the internal go to person. The board asked if she is being compensated. Ian stated that she is. Meagan is the Finance Manager and handles all benefits. Mike, as assistant director, handles personnel duties.

1:53 Meagan joined in via remote. All employees received \$75 for employee wellness. NWCCI is finalizing Delta Dental and VSP for the vision plan. The Board reviewed the financial statements with a Net Income \$108,519.71 and Total Assets are \$601,328.38.

2:02 One of NWCCI's CDs was cashed in for the building. Next month the building will be listed in assets. Discussion was held on the amount to have in the checking account and other financial options. This was tabled until a conversation can be had with Dan, the Board treasurer.

NWCCI is done paying rent on the lease with the Chamber Building in Craig.

2:20 Fundraising – The next event is Colorado Gives. Lynn won the Treat Tasting and people got to taste for \$5.00 The event did bring in some money for NWCCI.

- 2:25 The programs are holding steady. Independent Living Skills are the highest service received. NWCCI is helping people make long term decisions instead of just addressing crisis situations.
- 2:30 Ian reported on the State Wide Retreat that was held in Estes Park. He was the most tenured director and facilitated a robust youth leadership workshop.
- 2:32 DVR Program Certification Site Review Audit. The final report will be presented at the next board meeting.
- 2:33 Board went into an executive meeting.
- 2:50 Vicki motioned to adjourn the meeting. Bruce 2nd it and the next Board meeting will be Oct, 25th at 1:30.