

Board Meeting Minutes

NorthWest Colorado Center for Independence
Mountain Valley Bank, 2201 Curve Plaza, Steamboat Springs, CO 80487
Phone 970-871-4838 Fax 971-871-4841
Wednesday, December 11th, 2019 @ 2:30pm

Members Present: Michael Toothaker, Board Vice President
Ruth Armbruster, Board Secretary (Via Zoom)
Susan Waldron, Board Member (Via Zoom)
Chris Ebert, Board Member (Via Zoom)

Members Absent: Craig Kennedy, Board President
Bruce Roemmich, Board Member
Dan Bonner, Board Treasurer

Staff Present: Ian Engle, Executive Director
Rachelle Summers, Development Coordinator

2:46 PM – Meeting is called to order by NWCCI Vice Board President, Michael Toothaker. The meeting is being held at Mountain Valley Bank in Steamboat Springs, CO.

2:47 PM – Board reviews minutes from meeting on 9/26/2019. Michael's motions to accept the minutes from the Board Meeting on 10/30/2019. Ruth seconds, board approves unanimously with the exception of Susan and Dr. Chris, who abstains, since they were not at the 10/30/2019 board meeting.

2:48 PM – Rachelle presents a fundraising update. Bella Vista has made the NWCCI a partnering non-profit. Guests at Bella Vista can choose to donate 10% of their deposit to a short list of non-profits, and NWCCI is on that list. Board discusses and agrees that Wednesday August 26th is a good date to move forward with for our Hungry for Independence fundraiser 2020. Board agrees to check with Craig Kennedy and check when the STARS Farm to Barn fundraiser is. If Craig's Schedule and the STARS Farm to Barn dinner do not conflict with the Aug 26th date, then we will move forward with that date for the HFI fundraiser at Bella Vista.

3:02 PM – Joan Boglioli has agreed to be on the Fundraising Committee this year again, as well as Justine Ager.

3:04 PM – Rachelle will be sending out an invitation for the Fundraising Committee meeting after the holidays.

3:10 PM – Ian and Rachelle review Colorado Gives Day. We totaled \$2,454! Ian will send the board a list of donors from Colorado Gives Day so that board members can thank them. James Higgins and Chris Freeby have set up their own personal fundraisers for the NWCCI as well.

3:14 PM – Ian reports that Chris Catterson and Kara have been working together on our Financial Audit. Chris is currently working on that report. Our Functional Audit went well, and that is also still being finalized. CDLE has accepted our application to approve our Indirect Rate proposal.

3:20 PM – Ian Reviews Financial report. NWCCI is showing \$74,000 net income in our Profit and Loss report. Ian proposes to the board taking out an interest-free loan to pay down our line of credit to avoid paying the interest rate. Ian will confirm this later, but estimates that our Interest rate on our Line of Credit is lose to 7%.

3:23 PM – Board Reviews Profit and Loss YTD, Balance Sheet, and Budget vs Actual. We are mostly on track with our Fundraising goals, and the board and fundraising committee should plan a smaller fundraiser, or campaign in the Spring 2020.

3:27 PM – Board Reviews Strategic Plan. We're achieved about 80% of our deliverables. Craig mentions checking to see if David Hancox has availability to come help us again. Board tables the Strategic Plan for a more in-depth review at the beginning of 2020

3:29 – Ian presents New Business.

3:29 – NWCCI is actively recruiting a new, reliable driver, who is physically able and has the right personality. Ian asks the board to spread the word about the job to try to find the right person. Collette is going part time and has a few other job offers. We have started another part time IL coordinator, Tara, who is going through orientation for the position with the hopes of going full-time at some point soon. For the open IL coordinator position in Summit County, the NWCCI has selected a candidate but their background check is pending.

3:37 PM – Ian reviews Old Business. PASA and IT Contract as listed in the agenda.

3:40 PM – Fundraising and Finance Committee meeting will be set up for January 2020.

3:41 PM – The next board meeting is scheduled for 1:30pm on January the 22nd.

3:42 PM – Craig motions to adjourn, Michael seconds, motion passes.