

NorthWest Colorado Center for Independence, Inc.

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Board Meeting Minutes

Wednesday, December 12th, 2018 @ 10:00am

Members Present: Craig Kennedy, Board President
Bruce Roemmich, Board Member
Susan Waldron, Board Member (by phone)
Chris Ebert, Board Member (by phone)
Ruth Armbruster, Board Secretary
Michael Toothaker, Board Vice President

Members Absent:

Staff Present: Ian Engle, Executive Director

10:20 AM – Meeting is called to order by NWCCI Board President Craig Kennedy. The meeting is being held at Yampa Valley Bank on Shield Drive in Steamboat Springs, CO

10:23 AM – Bruce motions to approve Board Meeting Minutes from the Board Meeting on October 24th. Craig seconds, motion passes.

10:23 AM – Board discusses fundraising. Craig suggests scheduling Fundraising Committee meetings starting in Oct 2019 to start strategizing for Dec 2019 Colorado Gives Day. Board discusses Spring Art Depot Event in partnership with the National Institute for Artistic Development on Thurs, March 7th and community party on Fri March 8th, and how the Fundraising Committee can begin planning for this event. Craig will organize a Fundraising Committee meeting in January.

10:39 AM – Board discusses creating an NWCCI Finance Committee and including someone who could be a banking consultant. Ian will contact Alpine Bank to see if any of our points of contact are interested in being a committee member.

10:43 AM – Board discusses personnel in lieu of current budget.

11:12 AM - Board discusses the Strategic Plan and our current progress on our goals.

11:15 AM – Board discussed the NWCCI contract with ADP. Ian reported that we're having challenges with ADP. They inadvertently charged personal expenses as wages so people were getting taxed on that "revenue". ADP was not reporting hours correctly as such we could not bill those hours to SILS because of that.

11:40 AM – Board discusses finances. Bruce motions to approve the proposed NWCCI Indirect Cost Rate, Craig seconds, and Board approves unanimously. Ian will submit the

proposal to the CO Dept. of Labor and Employment Office of Independent Living Services for review and approval. Bruce encourages Board to look at Finances vs. Actual spreadsheet that Ian will send out.

11:53 AM – Board discusses next meeting on Weds January 23rd at 1:30.

11:56 AM – Craig motions to adjourn, Michael seconds, meeting is adjourned.

12:00 PM – Craig motions to adjourn, Bruce seconds, motion passes.