

# **NorthWest Colorado Center for Independence, Inc.**

2201 Unit A 104, Steamboat Springs, CO 80487  
PO Box 771475, Steamboat Springs, CO 80487  
Phone 970-871-4838 Fax 971-871-4841

## **Board Meeting Minutes**

**Wednesday, March 27<sup>th</sup>, 2019 @ 1:30pm**

Members Present: Michael Toothaker, Board Vice President  
Bruce Roemmich, Board Member  
Chris Ebert, Board Member  
Ruth Armbruster, Board Secretary

Members Absent: Craig Kennedy, Board President  
Susan Waldron, Board Member  
Dan Bonner, Board Treasurer

Staff Present: Ian Engle, Executive Director

1:40 PM – Meeting is called to order by NWCCI Board Vice President Michael Toothaker. The meeting is being held at Mountain Valley Bank in Steamboat Springs CO.

1:43 PM – Michael motions to approve Minutes from the Board Meeting on February 27, 2019. Ruth seconds, motion passes.

1:45 PM – Board discusses advertising, timeline and agrees we need to prioritize finding a venue. Most venues are already booked because the county puts restrictions on venues as to how many events they can have. Bruce expresses interest in approaching the Routt County commissioners to change those restrictions. La Joya Dulce could fit us in on a Sunday for \$1000. Catamount would be \$3800 with tables and settings included. We need to organize our donor list and fill in email addresses.

2:14 PM – Board reviews the new NWCCI website which is now live. Any edits or additions should be emailed to Bruce.

2:20 PM – Ian reports on the Finance Committee meeting with Bruce, Dan Bonner, and Courtney Hernandez of Alpine Bank. The NWCCI Finance Committee meeting. Committee is working on editing the NWCCI Finance Procedure Manual. The function of the Finance Committee is to make recommendations to the board of how to proceed with financial decisions. Board Treasurer duties/permissions/account access have been transferred to Dan Bonner. Ian reports that Chris Catterson has removed the “Going Concern” flag from the NWCCI’s Audit.

2:28 PM – Ian presents the Executive Directors Report to the Board.

2:40 PM – Ian and Bruce present financial reports. Board reviews the current Budget Vs. Actual spreadsheet. Ian and Bruce present the idea that the Finance Committee came up with of paying down our line of credit sooner than other debts. Board agrees to pay down commercial debt before personal debts.

2:58: Bruce and Ian review which vehicles we still have, and when and how we will be selling them.

3:10 PM – Board set next meeting for 1:30 on Weds April 24<sup>th</sup> at Mountain Valley Bank in Steamboat Springs

3:16 PM - Bruce motions to adjourn, Michael seconds, motion passes.