

## BOARD MEETING MINUTES December 14, 2016

### MEMBER'S PRESENT

Nita McAuliffe  
Vicki Alire  
Sonya Lee  
Chris Montague  
Sally Allee  
Joyce Fleming  
Julie Geiser  
LaVerne Valdez  
Brad Wilcox

### OTHERS PRESENT

Brooke Hayden  
Anita Kinsey  
Tim Johnson  
Cindy Espinoza  
Tyler Chacon  
Heather Parga  
Sarah Gallegos

### I. CALL TO ORDER

The Board meeting for December 14, 2016 was called to order at 2:09 pm.

#### \*Introduction of guests:

No guests

### II. APPROVAL OF THE MINUTES

A motion was made to approve the minutes for November 9, 2016 as is:

**MOTION:** Julie      **SECOND:** Vicki

### III. ADDITIONS/CHANGES TO AGENDA

None

### IV. CORRESPONDENCE

Brooke discussed the email received from Alamosa County Commissioners indicating that they are advertising the Alamosa County Board member representative position. Alamosa County has indicated that they are advertising all Board positions as they come available as part of their transparency initiatives.

### V. COMMITTEE REPORTS

a. Finance Committee Report – presented by Anita Kinsey, Finance Director

All financial reports were emailed to the Board members for review prior to today's BOD meeting. The Finance Committee met today at 1:30 p.m. to review the Financial Reports. The Finance Committee recommends the financial reports to the Board of Directors for approval.

Blue Peaks has completed 33% of the 2017 Fiscal Year. The cash balance as of October 31 is \$462,075 with \$585,966 invested in CD's. Expenditures are \$12,026 in excess of the revenues, in comparison to an excess of revenue of \$42,356 at the same time in Fiscal Year 2016. We are operating in balance with the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$388,551 and accounts payable at \$245,901.

The Statement of Activities shows an overall decrease in revenue this year of approximately 5%, compared to this time in FY2016. A monthly comparison shows an increase in revenue in August over the month of July, but revenue has decreased in both months of September and October. Expenditures decreased this fiscal year from last fiscal year by approximately 2.3%, with the most significant decreases to be in staff compensation, medical and professional, vehicle expenses, and other supplies. Expenditures decreased from July to September, but increased in October, due in large part to the additional reversion of unspent State funds for the SLS and FSSP programs in fiscal year 2016.

Our Current Ratio has increased from 5.32 to 1 last month, to 6.10 to 1 this month. The A/R Aging ratio increased from 16.3% last month to 17.6% this month. We have 6.41 months of operating expenses in the total Fund Balance, and 3.78 months of operating expenses in the Fund Balance net of assets.

Presentation (for approval) of the October 2016 financial statements.

**A motion was made to approve the Financial Statements from October, 2016.**

**MOTION: Vicki      SECOND: LaVerne**

#### **VI. OLD BUSINESS**

None

#### **VII. NEW BUSINESS**

a. The approval of the updated personnel policies was discussed. Each agency employee will be receiving training on the policies.

**A motion was made to approve the updated personnel policies:**

**MOTION: Chris      SECOND: Joyce**

b. Discussion regarding the impact of the minimum wage increase effective January 1, 2017. The Board members again expressed concern for agency finances due to the increase but support for the staff members that this will positively impact. The expected annual cost to the agency for the increase will be around \$80,000 for straight time only – expected total costs are potentially \$120,000. The closure of the Gonzales House program is expected to offset some of the increase but the loss of additional comprehensive resources will continue to affect our bottom line.

c. The Board members were notified that an injunction has been filed in federal court to prevent implementation of the administrative/executive rule that would have impacted a number of management personnel here at the agency.

#### **VIII. EXECUTIVE DIRECTOR'S REPORT**

The closure of the Gonzales House program was discussed – the discussion included potential plans for the building. Possibilities include utilizing it for eventual Case Management services, renting it, selling it or maintaining the home as a future PCA. Currently, the building will be maintained and empty.

#### **X. PUBLIC COMMENT**

NONE

#### **IX. ADJOURN**

Sally used this opportunity to comment about the many positive contributions that Blue Peaks has made in the community over many years and how meaningful the supports have been for many families.

Many of the Board members echoed her comments. The meeting closed with a consensus of commitment to our mission for the coming year.

**MOTION: LaVerne      SECOND: Nita**

The Board meeting adjourned at 3:08 pm.

**In the Board notebooks:**

**No documents distributed**