

## BOARD MEETING MINUTES October 12, 2016

### **MEMBER'S PRESENT**

Nita McAuliffe  
Vicki Alire  
Sonya Lee  
Raphael Maestas  
Sally Allee  
Chris Montague  
Julie Geiser  
LaVerne Valdez

### **OTHERS PRESENT**

Brooke Hayden  
Anita Kinsey  
Tim Johnson  
Cindy Espinoza  
Tyler Chacon  
Heather Parga  
Amy Freel  
Lisa Martinez

### **I. CALL TO ORDER**

The Board meeting for October 12, 2016, 2016 was called to order at 2:15 pm.

#### **\*Introduction of guests:**

Wall, Smith and Bateman, Inc. represented by Karla and Kimberly are attending the Board meeting to present the results of the final audit for fiscal year 2015/2016.

### **II. APPROVAL OF THE MINUTES**

**A motion was made to approve the minutes for September 14, 2016 as is:**

**MOTION: Chris      SECOND: LaVerne**

### **III. ADDITIONS/CHANGES TO AGENDA**

The Board was presented with the results of the final audit for fiscal year 2015/2016. A copy of the final audit was distributed to each Board member. There were no noted issues or comments noted in the audit. Karla commented that the numbers as presented in the agency financial statements throughout the year were correct – there were no adjusting entries. The auditors also commented that they did not encounter any issues in completing the audit, the documents needed were available. Some additional discussion centered on the ongoing challenges for the agency in continuing to address internal controls, given the size of the organization and limited number of personnel. There will be continued consultation with Wall, Smith and Bateman throughout the coming year to discuss additional internal controls protocols that may be helpful.

**A motion was made to approve the results of the final audit for 2015/2016 as presented:**

**MOTION: Julie      SECOND: Nita**

### **IV. CORRESPONDENCE**

None

### **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 17% of the 2017 Fiscal Year. The cash balance as of August 31 is \$442,300 with \$585,966 invested in CD's. Expenditures are \$3,536 more than the revenues, operating in balance with the monthly budgeted amounts, in comparison to an excess of \$14,596 at the same time in Fiscal Year 2016.

The Statement of Financial Position lists accounts receivable in the amount of \$474,453 and accounts payable at \$290,067.

The Statement of Activities shows an overall decrease in revenue this year of approximately 2%, compared to this time in FY2016. A monthly comparison shows August revenue increased approximately 7% over the revenue in July. Expenditures increased this fiscal year from last fiscal year by approximately 1%, with the most significant increases to be in Client Compensation, Board and Staff Travel/Development, Occupancy, Client Assistance, and Other Expenses.

Our Current Ratio has increased from 4.76 to 1 last month, to 5.36 to 1 this month. The A/R Aging ratio decreased from 15.4% last month to 10.4% this month. We have 6.55 months of operating expenses in the total Fund Balance, and 3.91 months of operating expenses in the Fund Balance net of assets.

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

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

**MOTION: Vicki SECOND: Chris**

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

An update was given by Brooke on the CDOT grant. Brooke discussed that the agency will now pursue the actual purchase of the vehicle, which is expected to be around \$60000.00. The vehicle will be located at Day services located at Day Services. Blue Peaks is required to purchase the vehicle up front, with reimbursement from CDOT for 80% of the purchase price.

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

1. Brooke asked the Board to approve Joyce Fleming as a new Board member. Joyce is a family member of a person receiving services.

**A motion was made to approve Joyce Fleming as a new Board member:**

**MOTION: Raphael SECOND: LaVerne**

2. Policy approval: Residential 14.9 Rights of Persons Receiving Services, was amended to include the elements of the Final Rule as recommended by the HCPF/Telligen survey.

**A motion was made to approve the updated Policy R 14.9**

**MOTION: LaVerne SECOND: Chris**

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

The Board was updated on the purchase of a new vehicle as approved by the Board last month. The cost was approximately \$19000.00 less \$3000.00 received from insurance. Julie asked questions regarding the recent incidents at the Pueblo Regional Center. The Board briefly discussed the status on Conflict Free Case Management.

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

NONE

#### **IX. ADJOURN**

**MOTION: Vicki SECOND: Nita**

The Board meeting adjourned at 3:22 pm.

**In the Board notebooks:**

1. Residential Policy R 14.9