

## BOARD MEETING MINUTES

July 10, 2019

### MEMBER'S PRESENT

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

### OTHERS PRESENT

Shayna Garrett  
Tim Johnson  
Anita Kinsey  
Heather Parga  
Cindy Espinoza

### CALL TO ORDER

The Board meeting was called to order at 12:00.

### Introduction of guests:

No guests

### II. APPROVAL OF THE MINUTES:

Motion to approve the minutes from June 2019.

**MOTION: Brad SECOND: Nita**

### III. ADDITIONS/CHANGES TO AGENDA

1. Audit Engagement letter from Wall, Smith, Bateman, Inc.
2. Approve new member – Human Rights Committee

**MOTION to approve additions to the agenda: Sally SECOND: LaVerne**

### V. CORRESPONDENCE

None

### V. COMMITTEE REPORTS

a. FINANCE COMMITTEE REPORT for May 2019 – 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 reviewed the reports and recommend the May financial reports to the Board of Directors for approval.

Blue Peaks has completed 92% of the 2019 fiscal year. The cash balance as of May 31 is \$906,529 with \$587,966 invested in CD's. Expenditures are \$49,610 in excess of revenue, in comparison to an excess of revenue of \$28,848 at the same time in Fiscal Year 2018. We are operating at 1% over the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$264,557 and accounts payable at \$277,534.

The Statement of Activities shows an overall decrease in revenue this year of approximately 3%, compared to this time in FY2018. May year to date expenditures have decreased approximately 1% under expenditures in FY2018.

Our Current Ratio has decreased from 5.73 to 1 last month, to 5.45 to 1 this month. We have 6.58 months of operating expenses in the total Fund Balance, and 4.02 months of operating expenses in the Fund Balance net of assets.

Approval of the May 2019 Financial Statements.

**MOTION: Chris SECOND: Sally**

## **VI. OLD BUSINESS**

NONE

## **VII. NEW BUSINESS**

1. The audit engagement letter was received and signed by Chris Montague as Board president. Motion to approve the signing of the Wall, Smith and Bateman engagement letter for fiscal year 2018/2019:

**MOTION: Brad SECOND: Nita**

2. Vicki Alire announced the proposed Board officers for the coming fiscal year. Chris Montague: President, Sally Allee: Vice President, Nita McAuliffe: Secretary, LaVerne Valdez: Treasurer. Motion to approve the appointment of these officers for the coming year.

**MOTION: Vicki SECOND: Brad**

3. The Board reviewed the updated Case Management policy 20: Monitoring. The policy was amended to address the recommendations of the OSA audit.

Motion to approve the updated Case Management policy 20 Monitoring:

**MOTION: Nita SECOND: Chris**

4. The agency requests the Board to approve Patrick Rheame as new member for the Human Rights Committee. Patrick submitted a letter requesting this appointment.

Motion to approve Patrick Rheame as new Human Rights Committee member.

**MOTION: Chris SECOND: Brad**

5. Discussion regarding options and financial strategy for fiscal year 2019/2020. Given the most recent loss of an additional residential resource, the agency is no longer able to financially support eight group homes. This has been a progressive discussion at previous Board meetings and at this meeting specific plans for closing Bara House were discussed as well as the subsequent sale of the home. It was decided to close Bara House and initiate the tasks necessary to complete this project. Board members were specifically concerned regarding how the process would impact the residents – Cindy Espinoza, Residential Director, outlined the details of the moves and the proposed relocation of the residents, subject to individual and guardian approval.

Motion to approve the closure and selling of Bara House group home:

**MOTION: LaVerne SECOND: Vicki**

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

There were no additional questions from the Board after the previous discussions. There has been no negative feedback received resulting from the change in operating hours at Day Services. Sally Allee initiated a discussion regarding the interest the Board members have in addressing wage and salary

needs this year for the remaining agency employees that did not benefit from the 6.5% increase. It was agreed that this is still a goal for the agency, and our current financial plans will help us meet this need.

**X. PUBLIC COMMENT**

NONE

**IX. ADJOURN**

The meeting adjourned at 12:50 pm.

**Motion to adjourn: Vicki    SECOND: Chris**