

BOARD MEETING MINUTES

November 13, 2019

MEMBER'S PRESENT

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

OTHERS PRESENT

Heather Parga
Tim Johnson
Anita Kinsey
Cindy Espinoza
Erin Wieland

CALL TO ORDER

The Board meeting was called to order at 2:14pm

Introduction of guests:

None

II. APPROVAL OF THE MINUTES:

Motion to approve the minutes from October 2019.

MOTION: Vicki SECOND: Joyce

III. ADDITIONS/CHANGES TO AGENDA

1. Add: Update Gonzales House rental
2. Add: Discussion – staff wage increase/Administrative/Executive legislation
3. Add: Discussion: Christmas bonus

MOTION to approve addition to the agenda: Brad SECOND: Nita

V. CORRESPONDENCE

None

V. COMMITTEE REPORTS

a. FINANCE COMMITTEE REPORT for September 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 September financial reports to the Board of Directors for approval.

Blue Peaks has completed 25% of the 2020 fiscal year. The cash balance as of September 30 is \$835,541 with \$612,966 invested in CD's. Revenue is \$17,244 in excess of the expenditures, in comparison to an excess of \$1,130 at the same time in Fiscal Year 2019. We are operating at 1% under the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$255,026 and accounts payable at \$235,946.

The Statement of Activities shows an overall decrease in revenue this year of approximately 11%, compared to this time in FY2019. September year to date expenditures have also decreased approximately 12% under expenditures in FY2019.

Our Current Ratio has increased from 6.98 to 1 last month, to 7.4 to 1 this month. We have 7.3 months of operating expenses in the total Fund Balance, and 4.97 months of operating expenses in the Fund Balance net of assets.

Motion to approve September Financial statements:

MOTION: Sally SECOND: Nita

***Presentation of the agency Form 990 for FY19 to be filed with the IRS as completed by Wall, Smith, Bateman Inc. by Anita Kinsey, Finance Director.

A motion was made to accept the Form 990 as presented:

MOTION: Brad SECOND: Joyce

VI. OLD BUSINESS

a. Gonzales House update: Brooke and Anita updated the Board on the progress to utilize a property management company to rent Gonzales House, the agency garage sale and the items that will need to be repaired before the home is rented.

VII. NEW BUSINESS

The Administrative Team presented the plan to increase certain staff wages effective December 16, 2019. There was general discussion regarding the Executive/Administrative legislation that has impacted specific exempt employees, as well as a plan to implement wage increases for those employees not yet considered. Benefits and bonuses were also discussed.

MOTION to approve staff wage increases December 16: Sally Second: Joyce

VIII. EXECUTIVE DIRECTOR'S REPORT

Brooke reported on the general status of the programs and the loss of an additional residential resource as the client is moving to another community in Colorado. Other Directors reviewed items such as training and current staff turnover – which is at 33%. Beginning in 2020 as part of the Board agenda administrative staff will be reviewing with the Board information collected as part of the activities of the Quality Assurance Committee. Brooke gave a brief update on the status of Bara House, which is currently for sale and has been on the market for approximately two months.

X. PUBLIC COMMENT

NONE

IX. ADJOURN

The meeting adjourned at 3:15 pm.

Motion to adjourn: Nita SECOND: Sally