

BOARD MEETING MINUTES

September 11, 2019

MEMBER'S PRESENT

Vicki Alire
Raphael Maestas
Sally Allee
Chris Montague
Nita McAuliffe
Sonya Lee
Joyce Fleming

OTHERS PRESENT

Sarah Gallegos
Tim Johnson
Anita Kinsey
Heather Parga
Cindy Espinoza
Erin Wieland

CALL TO ORDER

The Board meeting was called to order at 2:00pm

Introduction of guests:

Auditors: Kimberly Temple, C.P.A. and Kellene Sandoval from Wall, Smith, Bateman Inc.

II. APPROVAL OF THE MINUTES:

Motion to approve the minutes from August 2019.

MOTION: Vicki SECOND: Nita

III. ADDITIONS/CHANGES TO AGENDA

1. Add presentation of the revised budget for 2019/2020 to the agenda

MOTION to approve addition to the agenda: Sally SECOND: Raphael

V. CORRESPONDENCE

None

V. COMMITTEE REPORTS

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

Blue Peaks has completed 8% of the 2020 fiscal year. The cash balance as of July 31 is \$930,621 with \$432,966 invested in CD's. Expenditures are \$10,500 in excess of revenue, in comparison to a deficit of \$10,539 at the same time in Fiscal Year 2019. We are operating in balance with the annual budgeted amounts.

The Statement of Financial Position lists accounts receivable in the amount of \$329,323 and accounts payable at \$253,824.

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

Our Current Ratio has increased from 6.01 to 1 last month, to 6.84 to 1 this month. We have 7 months of operating expenses in the total Fund Balance, and 4.75 months of operating expenses in the Fund Balance net of assets.

Approval of the July 2019 Financial statements:

MOTION: Joyce

SECOND: Sally

b. Presentation of the 2018/2019 Audit by Wall, Smith, Bateman Inc.

Kimberly Temple, C.P.A. and Kellene Sandoval from Wall, Smith, Bateman Inc. presented the 2018-19 audit results. There were no significant findings and no adjusting entries were made by the auditors, resulting in an unqualified opinion. Kim and Kellene reviewed the financial statements and discussed the organization's liquidity, asset valuation method, and internal control processes.

MOTION to accept audit results: Raphael SECOND: Joyce

VI. OLD BUSINESS

1. Continued discussion from last month regarding the purchase of a new server: the server will be purchased without financing.

MOTION to approve server purchase: Nita Second: Joyce

VII. NEW BUSINESS

1. Discussion regarding the implementation of a revised budget – presented by Anita. A revised budget has been created in response to the loss of an additional resource, the loss of an anticipated enrollment, and the closure of Bara House. The changes in revenues and expenditures were shared with the Board.

MOTION to approve revised budget: Sally Second: Vicki

2. Update on the sale of Bara House. The contract with Porter Realty was signed. The repairs will be completed by this Friday. House should be advertised by next week. Price: \$215,000.

3. Update on meeting with Blue Sky Enterprises: potential meeting opportunity in the next two weeks to meet with Healthcare Policy and Financing to explore consequences/opportunities of this possibility.

4. Move to Executive Session – legal matter

MOTION to move to Executive Session: Joyce SECOND: Vicki

MOTION to return from Executive Session: Raphael SECOND: Nita

VIII. EXECUTIVE DIRECTOR'S REPORT

Other than the subjects already discussed: this week is Direct Care Professional Week – the agency is having an event tomorrow to recognize direct care staff – Heather described the items that have been purchased for employees. The event is from 2-4. The agency at this point has completed the FSSP audit, the financial audit, the OSA audit. The Health Department survey has been completed – Cindy described the few areas she is working on subsequent to the survey – the survey members were quite complimentary about agency processes and the living environments at the group homes.

X. PUBLIC COMMENT

NONE

IX. ADJOURN

The meeting adjourned at 3:14 pm.

Motion to adjourn: Vicki SECOND: Nita