

COMMUNITY OPTIONS, INC.

BOARD MEETING 8/9/2016

PRESENT:

Mike Schottelkotte
Julie Hilmes
Mary West
Peggy Day
Darcy Arnold
Kristi Garner
David Kienholz
Carolyn Rettig

EXCUSED ABSENCES:

June Chandler
Trevor Harrison
Mary Turner
David Lane

STAFF PRESENT:

Tom Turner
Kate Meyer
Steve Dahlman
Chris McDonald

- I. Call to Order:** The meeting was called to order at 6:33 p.m. by President Mike Schottelkotte, who declared a quorum.
- II. Absences:** See above.
- III. Minutes**

Motion was made (Darcy Arnold, Mary West) to approve the July meeting minutes with one change: reference to “All Saints Lutheran Church” should read “All Saints Anglican Church.” Motion carried.
- IV. Public Comment:**
 - A. Tom advised Board members that they have individual e-mail accounts with the agency. They should check their e-mails prior to Board meetings and any comments they receive from the public could be shared during this part of the meeting. He asked that if they have any difficulty with their accounts, to contact Community Options’ IT guru Holly Tea.
 - B. David K. shared a comment from his wife about Tom’s recent article in the paper, saying that it gave her another perspective she hadn’t considered.
- V. Executive Director’s Report:**
 - A. Handouts: Thank You cards were passed around the table for Board member signatures; one for appraiser Robert Stevens for his pro bono work on the land donation package and one for Mr. Pozez who made the land donation.
 - B. Distributed information on Senate Bill 38 which goes into effect August 10th. Most requirements have already been implemented at Community Options, according to Tom. Distributed his article on person-centered thinking from Sunday’s paper.
 - C. Tom met on July 29th with Marijo Riemer of the Arc of Colorado and two representatives of the new Arc chapter in Delta and discussed some ideas on collaboration: a fashion show in September working with our new consignment store, “Second Impressions,” and the possibility of a self-advocates group. Julie was excited about that opportunity.

- D. The Annual Meeting is set for October 11th. Millie Hamner was not available to be guest speaker. Tom has contacted Ellen Jensby and Emma Hudson with Alliance about making a presentation and is also considering Mariah from the new Arc.
- E. The consignment shop is doing well.
 - 1. They will have their first client employee starting Tuesday.
 - 2. The pre-vocational enclave will start on September 6th.
 - 3. Members are encouraged to visit the “Second Impressions” Facebook page.

VI. Committee Reports:

- A. Finance/Audit Committee: Although Steve doesn't normally do June books, he ran a special report for the meeting. The Income Statement shows a net income of \$34,580 for the twelve months ending June 30, 2016. YTD deficit is just under \$50,000 which is actually a good number. These numbers could change based on leave valuation and the Ute property swap valuation. Motion was made (David Kienholz, Darcy Arnold) to approve the Finance Report as presented. Motion carried.
- B. PR/Fund-Raising Committee: Tom thanked everyone for their work on the Open House; he was very pleased with Board attendance. Estimated overall attendance was set at about 100 or so. The only person from the City in attendance was Judy Ann Files. There were two representatives from the state: Brittany Trujillo and Tyler Deines. David K. asked if we should make this an annual event? It could help efforts to raise funds and also show improvements over the year before. Mary W. asked if pictures from the Open House could be displayed (perhaps in a slideshow) at the Annual Meeting. Also could Joyful Sounds sing at the meeting? Tom will follow up on these suggestions.
 - a. Tom, Steve and Jim met with Lori Sharp and submitted a grant request to the Anschutz Family Foundation for \$8,000. This morning Debbie Jessup from Anschutz was taken on a site visit, along with Tim Schultz from the Boettcher Foundation. Tom thought the visit went well. Tom will be submitting a funding request to Montrose County for \$25,000.
- C. Nominating Committee: (this item added by President Schottelkotte): Mike noted that three Board members – Peggy, Kristi and David K. are up for re-election and he hopes they will want to continue serving; also Julie Hilmes, who already indicated she would continue. He asked that any names for possible new Board members be passed along to Tom. Carolyn suggested that Kathleen Ray be considered.

VII. Old Business: None.

VIII. New Business:

- A. HR Director Chris McDonald presented changes to Community Options' Job Descriptions/Performance Appraisal Policy & Procedure for the Board's consideration. The section regarding Annual Performance Appraisals is no longer viable, because the number and frequency of employee evaluations is onerous and not being followed. The proposed revision would require evaluations only at six and twelve months, and then at

two years. Any additional evaluations would be on an as-needed basis. Motion was made (Carolyn Rettig, Kristi Garner) to approve the policy as presented. Motion carried.

- B. Darcy has been having issues trying to get the signage completed for Park Place through Montrose Signs. There are some stumbling blocks. David K. suggested we call another sign company to get some other quotes. Tom commented that Jim Womeldorf recently had a sign made for our new consignment store, so he'll find out who he went to and pass that name on to David.

IX. Announcements:

President Schottelkotte won't be able to attend the next two Board meetings (September and October).

X. Adjournment:

The meeting was adjourned at 7:20 p.m.

Submitted by:

Kate Meyer