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BOARD MEETING AGENDA

Tuesday, August 13, 2024

6:30 PM.

**The Tom Turner Administrative Building,
936 N. Park Ave., Montrose**

BOD: Darcy Arnold, Mary Turner, Mary West, Carolyn Rettig, David Lane, Mike Schottelkotte, Dr. Lou Dwyer, Anne Pratt, Mary Dull, Lorraine Van Gemmert, Jim Jones.

I. Call to Order

II. Absences

III. Minutes

IV. Public Comment

V. Executive Director's Report

VI. Committee Reports

A. Finance/Audit Committee

B. PR/Fund-Raising Committee:

Think Sharp presentation on sponsorship for Acoustic Eidolon concert.

C. Program Committee

D. Sustainability Committee

E. Governance Committee

VII. Old Business:

Discussion on board approval of expenditures exceeding 5000.00, that are not specifically identified in the approved budget.

Investment discussion

VIII. New Business:

IX. Announcements

X. Adjournment



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FINANCE/AUDIT COMMITTEE:

The Finance/Audit Committee will meet from 6:00 – 6:30 preceding the regular Board meeting.

BOARD MEETING MINUTES
August 13, 2014

Directors:

Darcy Arnold
Mary Turner
Mary West
Carolyn Rettig
David Lane
Jim Jones

Mike Schottelkotte
Anne Pratt
Lorraine Van Gemmert
Dr. Lou Dwyer

Staff Present:

Kevin Sowder
Holly Tea
Jennifer Pelligra

Guests:

Lori Sharp
Amy Stahlin
Amanda Collins

- I. Call to Order: Meeting called to order at 6:30 PM by President Darcy Arnold.
- II. Absences: Carolyn Rettig
- III. Minutes Review. Motion by David Lane seconded by Ann Pratt to approve minutes from the July 2024 meeting. All in favor, motion carried.
- IV. Public Comment: Welcome to Amy Stahlin and Amanda Collins – presentation about concert.
- V. Executive Director’s Report:

Jennifer had plans to speak to colleagues at Alliance about “labeling” vehicles prior to taking any further steps. Jennifer reviewed the CMS Final Rule so all Board Members were informed of the origins of this regulation. Mike will work with Jennifer on potential courses of action.

Kevin and Jennifer will be gone to the Alliance Summit the week of the 19th.

Monday the 19th we are meeting with our new insurance brokers, Flood and Peterson, to review plan information and have discussions about timelines, responsibilities, open enrollment, and staff engagement.

Adaptive Heros was at Park Place today with their new mobile therapy bus, it was awesome! All the people who attend Park got to go through it and try the different activities. Early Intervention Service Coordinators and Assistant Director also met them and were able to discuss partnerships and supports they could provide. Big thank you to Lincoln and his team. They had planned to go to Aspen Crest as well but due to a flat tire in Delta we will have to reschedule that visit.

We are also working with another new independent OT – we use them for training staff on Range Of Motion, evaluations of living spaces, etc. and they are always in demand. Nice to have some new connections.

CDPHE was here last week – we exit tomorrow at 9:30 for a survey. We are also due for Group Home Licensing Survey and Family Care Giver re-look.

Jennifer has been in contact with our EAP Program to discuss personnel issues and get support for some resolution. This is on-going.

Layne Upchurch's retirement party is Thursday at Park Place Day Program at 11:30. She has dedicated 28 years to serving COI. Jennifer, unfortunately, will not be in attendance, as she is scheduled to be off, but please come if you can to wish Layne the best. Adrianna Gonzalas, who has been working in the Accounts Payable position will move to payroll and Kevin has hired Marcela Arias as the AP Coordinator. Congratulations to Adrianna and welcome to Marcela!

VI. Committee Reports

A. Finance/Audit Committee:

During the Finance Committee expenses and revenue reviewed for May and June 2024.

Mike Schottlekote motions to approve of financials as presented; seconded by David Lane. All in favor, none opposed. Motion carried.

B. PR/Fund-Raising Committee:

Acoustic Eidolon Fundraiser was presented by the event team from GetSharp! They provided an overview of how the event will be changed from last year (event will be at the Pavilion this year for one show. We will have a VIP sponsor happy hour before the event), and the importance and coordination of fundraising and sponsorship. They provided all board members with sponsorship flyers, however it was discovered that a reprint would be necessary prior to distribution.

An email will be sent from Amanda and Amy to support Board Members in fundraising requests, and they have asked to be included on email communications. The Board has a goal to have initial outreach done by 8/31.

Amy encouraged the team by reminding us that this will shine the light at the thing that we love.

C. Program Committee: On hiatus.

D. Sustainability Committee:

We shared an update on DOLA Technical Assistance and a meeting that was held with a potential development partner. There was some discussion about the vision of a possible site. Reviewed how plans and strategies do align, availability of CHAFA assistance, community engagement, and funding sources.

COI staff and Lori Sharp will continue with TA process. And we will continue to advocate for neuro-inclusive housing options.

E. Governance Committee: On hiatus.

VII. Old Business:

Motion made by David Lane that capital purchases above 5000.00 must be approved by the Board if they are not explicitly outlined in the approved budget. In the event of emergencies – examples including but not limited to emergencies such as roof leaks, sewer, water leak, heating and cooling system issues, state mandated items, email will be used, and board members will reply to approve. And emergency request will call an immediate quorum and majority rules. This motion was seconded by Mary Turner second. All in favor, none opposed, motion carried.

Discussion about Investment Policy – many questions to find answers to before having any further discussion. This will be an evolving conversation, but we do not have enough information at this time to make any decisions.

VIII. New Business:

Holly asked for guidance on the digitization of Board Documents.

Mike Schottlekote made a motion to keep actual paper documents of Board Meeting Minutes from 2019 forward in addition to digitizing them, and to allow everything else previous to that to be digitized, David Lane seconded the motion. All were in favor, none opposed, motion carried.

IX. Announcements:

New Board Books

X. Adjournment: Motion to adjourn put forth by Mike Schottlekote, the meeting was adjourned at 8:40 P.M.

Respectfully submitted,
Jennifer Pelligra