



*We believe in a life of opportunity, of choice, and of dignity
for every individual, regardless of age or ability.*

*The Mission of Foothills Gateway, Inc. is to advocate for and empower
individuals with disabilities to lead lives of their choice.*

**Board of Director's
Agenda
September 16, 2014
7:00pm**

MEETING CALLED TO ORDER

Open Forum-Please limit presentations to 10 minutes

PRESENTATION

Executive Director Evaluation Results – Paul Liptak

CONSENT AGENDA

Approval of Minutes – August 19, 2014

Revised Committee Charges

Staff Appreciation Invitation and Request to Allow Controlled Alcoholic Beverages at the Event

Upcoming Bonanza Auction – Friday, October 10th

Legislative Forum Notice – October 15, 2014 @ 7:30am

FINANCIAL REPORT

EXECUTIVE DIRECTOR'S REPORT

Statewide PCT Funding

OLD BUSINESS

Bylaw Revision Review/Approval

Dial-a-Ride Letter

Annual Joint Board Retreat Update

Complaint Follow-up

NEW BUSINESS

Assistant Secretary Position

COMMITTEE REPORTS

Fiscal and Property Committee

Annual Audit Exit

401(k) Discretionary Contribution Resolution

Executive Committee

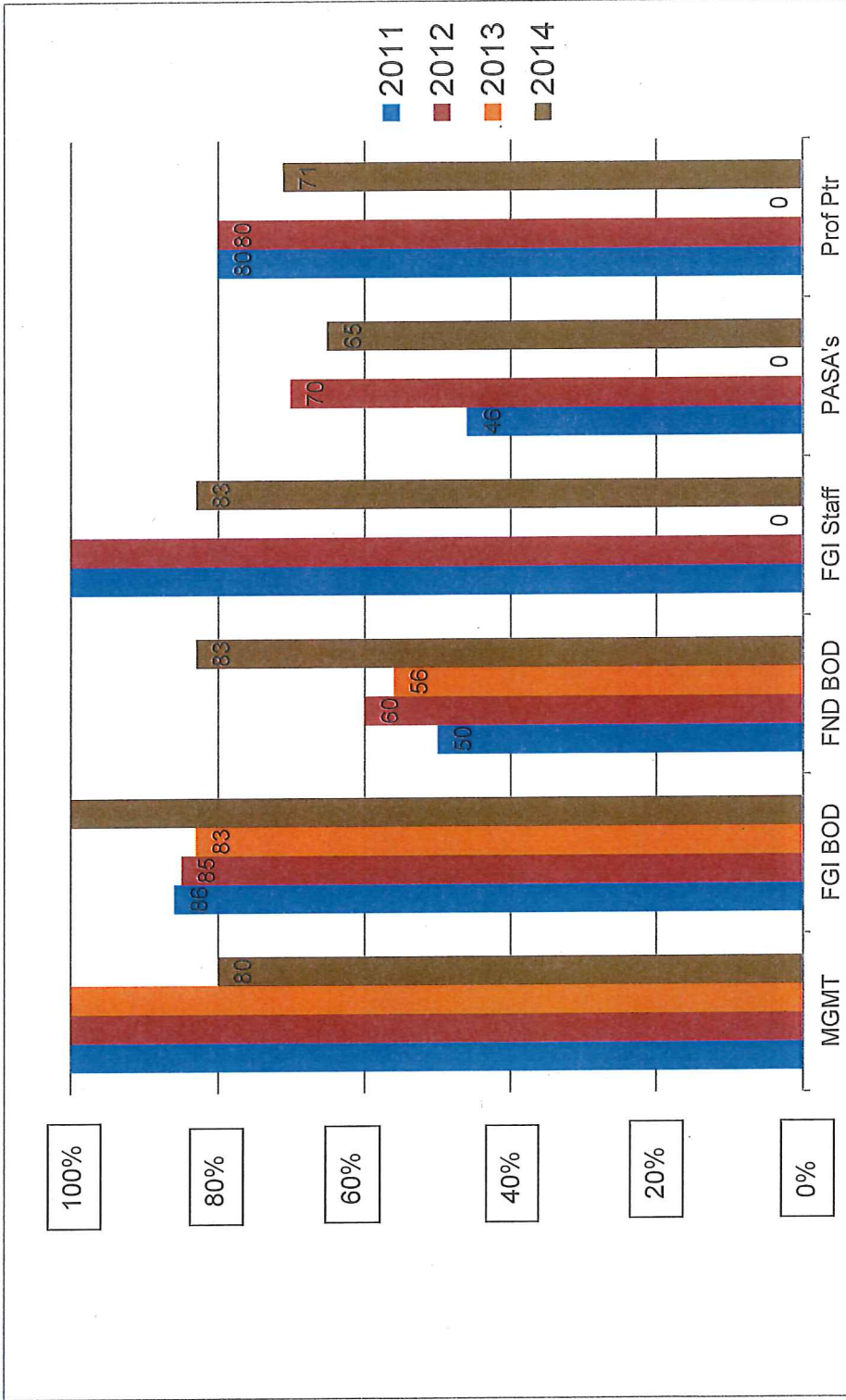
Board Member Resignation

FSSP Council Membership Application

Legislative Strategy Committee

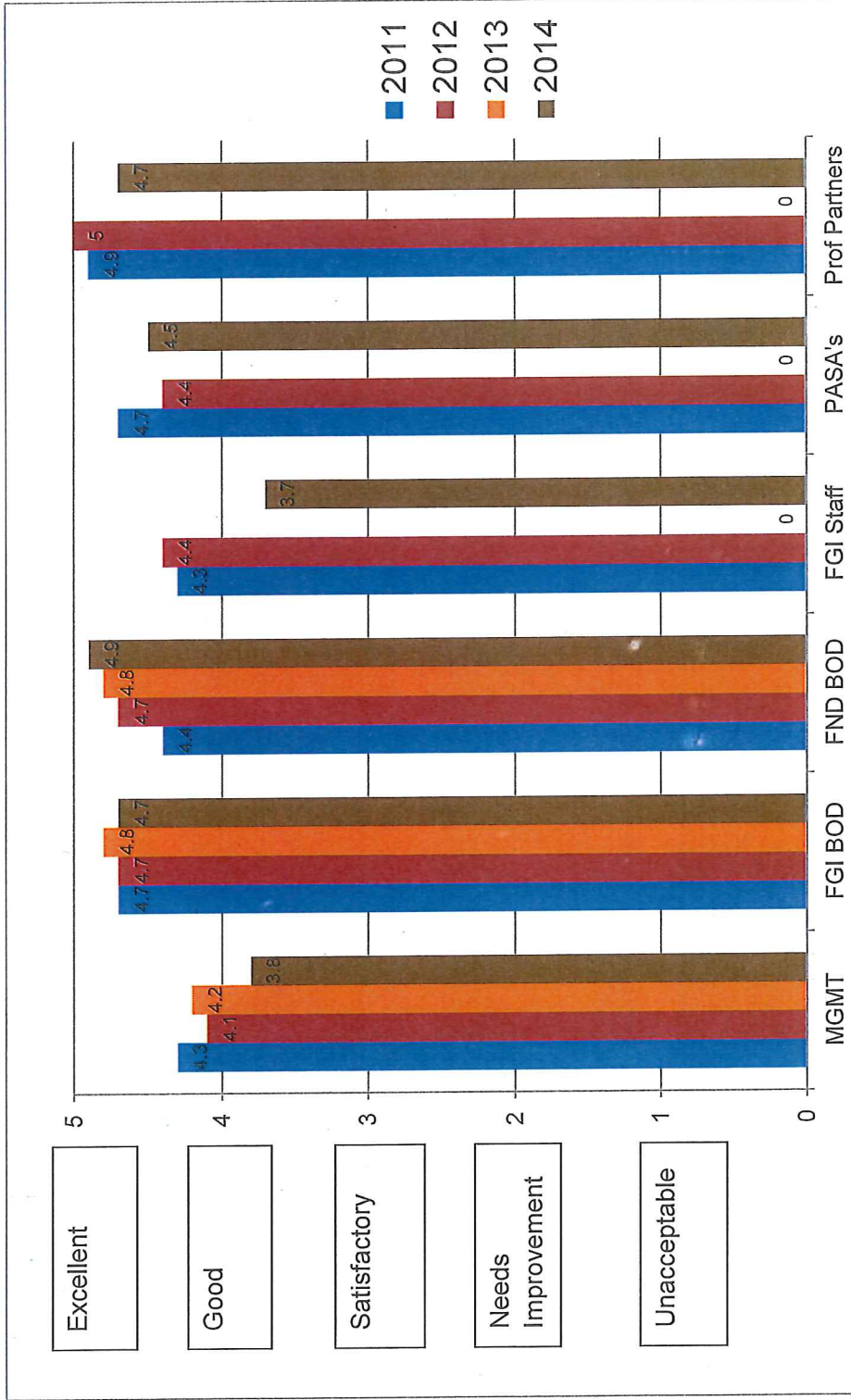
Joint Resource Committee

ADJOURNMENT



Overall survey return percentage for surveyed groups

(Survey Years 2011-2014) * FGI Staff, PASA's and Prof Ptr were not surveyed in 2013



Overall score comparison for surveyed groups

(Survey Years 2011-2014)

Note: FGI Staff, PASA's and Prof Partners were not surveyed in 2013, indicated by a "0"

**FOOTHILLS GATEWAY, INC.
BOARD COMMITTEE CHARGES**

FISCAL AND PROPERTY MANAGEMENT COMMITTEE

Committee Charge:

- Review the budget and recommend approval of the budget to the Board.
- Review variances and recommend any corrective action for Board consideration.
- Undertake long-range financial planning and recommend any changes to the Board with possible inclusion in the strategic plan.
- Undertake quarterly review of financial reports and information.
- Review periodic financial audits and recommend accounting policies and practices as required.
- Review contracts as needed and appropriate.
- Review insurance for property and liability and make recommendations to the Board.
- Monitor the condition of physical assets and recommend budgetary funding of repairs, improvements and replacements as required.

Documents, Reports and other information:

- Annual Budget.
- Monthly & Quarterly Financial Highlights.
- Financial Audit Reports.
- Contracts, including leases and insurance policies as needed.
- Reports, legislative, statutory or rules of financial nature.

COMMUNITY RELATIONS COMMITTEE

Committee Charge:

- ~~Review and/or recommend projects and proposals to enhance Foothills Gateway's public relations to include:
 - 1) ~~Public Education Materials, Agency Brochures, etc.~~
 - 2) ~~Cultivate "Media" Contacts~~
 - 3) ~~Assist with presentations at local service club meetings~~~~
- ~~Monitor, assist and coordinate, where appropriate, project plans, materials, etc. associated with fund raising activity to maintain "consistency" with respect to the Foothills Gateway, Inc. community relations approach.~~
- ~~Act as the Board's central "clearinghouse" and coordinators of information flow related to the following:
 - 1) ~~Foothills Gateway Annual Calendar of Events~~
 - 2) ~~Program updates/changes~~
 - 3) ~~Local Relationships "Neighborhood" relationships~~
 - 4) ~~Primary Support Groups~~
 - ~~Foothills Gateway Foundation~~
 - ~~Foothills Service League~~
 - ~~Ft. Collins Service League~~
 - ~~etc.~~~~
- ~~Act as the Board's Nominating Committee by reviewing Board Membership Applications, conducting interviews and making recommendations to the full Board.~~
- ~~Perform exit interviews for outgoing Board Members and report any significant findings or trends to the full board for review/discussion.~~

Documents, Reports and other information:

- ~~Brochures, public relations project plans, etc.~~
- ~~Board Membership Application Form~~
- ~~Board Exit Interview Form~~
- ~~Other~~

EXECUTIVE COMMITTEE

(This committee is made up of the President, Vice President, Immediate Past President, Treasurer, Secretary, and the Executive Director with a non-voting status).

Committee Charge:

- Make recommendations to the full Board on the monitoring of the organization's programs and services and insure that they are consistent with the Mission Statement and the organization's purpose.
- Facilitate the process regarding the hiring, supervising and reviewing the job performance of the Executive Director and make recommendations as appropriate to the full Board.
- Set the agenda for monthly Board Meetings.
- Perform any other duties as outlined in the organization's By-laws.
- **Act as the Board's Nominating Committee by reviewing Board Membership Applications, conducting interviews and making recommendations to the full Board.**
- **Perform exit interviews for outgoing Board Members and report any significant findings or trends to the full board for review/discussion.**

Documents, Reports and other information:

- Executive Director Evaluation reports
- Board Evaluation reports
- **Board Membership Application Form**
- **Board Exit Interview Form**
- Other

LEGISLATIVE STRATEGY COMMITTEE

Committee Charge:

- Monitor legislative issues of city, county, state and national concern and address audiences accordingly.
- Discuss concerns of the Executive Director, legislative or political.
- Enlist and encourage board members, families, parents, and foundation members to voice their opinions to legislature and encourage FGI Board Members to become the public face of Foothills Gateway, Inc.
- Legislative information will be shared in its entirety to this committee.
- Periodically meet with state and local elected officials
- Advise and assist the full Board in networking with other CCBs.
- Advise and recommend to the full Board on positions and opinions on issues on which the Board has ability to take a position.
- Collaborate with advocacy and other service organizations where appropriate.

Documents, Reports and other information:

- Regulatory Reports and Mandates
- Current and Proposed Legislative Bills, Directives, etc.
- Other

JOINT RESOURCE COMMITTEE

(members of both FGI and FG Foundation Boards)

Committee Charge:

- Assist in the review of existing policies and the development of necessary policies relative to the solicitation and acceptance of donations and fund development.
- Assist in the review of existing policies and the development of any new policies designed to maintain and enhance the organizations' public images.
- Coordinate, plan, and spearhead a "joint meeting" at least once per year to:
 - 1) Review the agreed upon lists of roles & responsibilities
 - 2) Review the Memorandum of Understanding
 - 3) Review the Strategic Plan
- Work with the staff and Event Planner in reviewing existing fundraising events and developing plans for new fundraising activities.
- Review and look for opportunities in educating the community in the purpose, functions and value of Foothills Gateway as an organization and in promoting community inclusion for the individuals served by Foothills Gateway to

the community.

- ~~Review and/or recommend projects and proposals to enhance Foothills Gateway's public relations to include:~~
 - 1) Public Education Materials, Agency Brochures, etc.
 - 2) Cultivate "Media" Contacts
 - 3) Assist with presentations at local service club meetings
- Monitor, assist and coordinate, where appropriate, project plans, materials, etc. associated with fund raising activity to maintain "consistency" with respect to the Foothills Gateway, Inc. community relations approach.
- Act as the Board's central "clearinghouse" and coordinators of information flow related to the following:
 - 1) Foothills Gateway Annual Calendar of Events
 - 2) Program updates/changes
 - 3) Local Relationships - "Neighborhood" relationships
 - 4) Primary Support Groups
 - Foothills Gateway Foundation
 - Foothills Service League
 - Ft. Collins Service League
 - etc.

Documents, Reports and other information:

- The Needs List
- Memorandum of Understanding
- Strategic Plan
- Brochures, public relations project plans, etc.



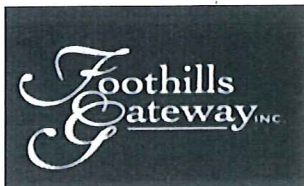
You're Invited to the 2014
Foothills Gateway
Luau Themed Staff Appreciation

October 21st, 2014

4:30-7:00pm

Foothills Gateway Gymnasium

Friends and Family are welcome to attend!
Sign up at the Copier in the Main Hallway



Foothills Gateway Foundation's

25TH ANNUAL

BONANZA

❧ AUCTION, DINNER & DANCE ❧

Friday, October 10, 2014

Hilton Hotel - Fort Collins

Schedule of events:

6:00 Cocktails

7:00 Dinner

6:00-8:00 Silent Auction

8:00 Live Auction

9:30 Dance

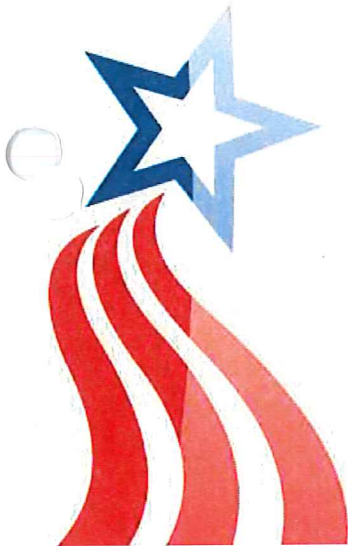
Free Beer Bar

Table of 10: \$600.00 (Includes 10 entry tickets, name of sponsor on table & 10 tickets to the reverse raffle)

Individual Tickets: \$60.00 (includes 1 reverse raffle ticket)

**For more information or to order tickets
Contact Jamie Moyer at 970-222-7772 or
email: jamiej@frie.com**

Corral Casual (Western) Dress appreciated



WE ARE PLEASED TO INVITE YOU TO A:

ANNUAL LEGISLATIVE BREAKFAST FORUM

WEDNESDAY, OCTOBER 15TH, 2014
DOORS OPEN AT 7AM, PROGRAM BEGINS AT 7:30AM
AT FOOTHILLS GATEWAY, INC. GYMNASIUM
301 W. SKYWAY DR., FORT COLLINS, CO



DON'T MISS THIS OPPORTUNITY TO HEAR FROM AND ASK QUESTIONS OF OUR LOCAL LEGISLATIVE REPRESENTATIVES AND CANDIDATES REGARDING THEIR POSITIONS ON ISSUES THAT ARE AFFECTING HEALTH AND HUMAN SERVICES WITHIN LARIMER COUNTY AND THE STATE OF COLORADO.

YOUR ATTENDANCE IS VERY IMPORTANT TO US AND WE APPRECIATE YOUR EFFORT TO ATTEND.

BREAKFAST WILL BE PROVIDED.
PLEASE R.S.V.P. TO 970.266.5379

SHOULD YOU NEED SPECIAL ACCOMMODATIONS FOR THIS FORUM,
PLEASE CONTACT US AT 970.266.5379.



BROUGHT TO YOU BY:



Your community partner for mental health and addiction services

FOOTHILLS GATEWAY, INC.

Preliminary Financial Reports
for the 2 months ending August 31, 2014

MONTHLY FINANCIAL HIGHLIGHTS

- * Revenues are 2.8% under YTD Budget
- * Expenses are 7.8% under YTD Budget
- * Net Loss is \$204,557 less than YTD Budgeted Net Loss

Financial Status	at June 30, 2014 - unaudited	at August 31, 2014	Incr (Decr)
Total Assets	\$11,937,465	\$11,798,234	(\$139,231)
Total Liabilities	\$1,844,071	\$1,702,570	(\$141,500)
Net Assets (Fund Balances)	\$10,093,394	\$10,095,663	\$2,269
Working Capital	\$5,234,720	\$5,359,094	\$124,373

Current Year Financial Performance

at 2 months / 16.7% of annual revenue and expense

	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Annual Budget	% Actual to Annual Budget
Revenues					
State/Medicaid Funds	\$3,357,903	\$3,484,524	96.4%	\$19,930,765	16.8%
Vocational Income	69,766	55,134	126.5%	330,804	21.1%
Public Support	88,373	56,420	156.6%	241,520	36.6%
Larimer County Mill Levy	63,282	74,329	85.1%	3,227,095	2.0%
Other	79,475	93,544	85.0%	552,268	14.4%
Total Revenue	\$3,658,799	\$3,763,951	97.2%	\$24,282,452	15.1%
Expenses					
Salaries, Taxes & Benefits - Staff	\$1,611,253	\$1,745,119	92.3%	\$11,035,059	14.6%
Salaries, Taxes & Ben - Individuals in Svcs	48,032	38,554	124.6%	231,324	20.8%
Vocational/Contract Supplies	9,350	5,910	158.2%	35,460	26.4%
Supplies, Equipment & Building Expense	132,289	194,853	67.9%	1,021,443	13.0%
Vehicle Expense	86,072	91,668	93.9%	562,853	15.3%
Program Related Expense	370,676	442,073	83.8%	2,953,707	12.5%
Purchase of Service	1,344,039	1,384,405	97.1%	8,094,295	16.6%
Other	54,819	63,657	86.1%	416,966	13.1%
Total Expenses	\$3,656,530	\$3,966,239	92.2%	\$24,351,107	15.0%
Revenue Over (Under) Expense	\$2,269	(\$202,288)	-1.1%	(\$68,655)	-3.3%
Less: Other Capital Expenditures	-41,682	-79,200	52.6%	-364,127	11.4%
Less: (Purch)Sell Long Term Invstmts	116,645	0	0.0%	0	0.0%
Plus: Non-Cash Expenses	47,141	68,115	69.2%	366,869	12.8%
Change in Working Capital	\$124,373	(\$213,373)	-58.3%	(\$65,913)	-188.7%

REVISED
BYLAWS as of 2014
OF
FOOTHILLS GATEWAY, INC.

ARTICLE I

Offices

1. Business Offices. The principal office of the corporation shall be at 301 Skyway Drive, Fort Collins, Colorado 80525. The corporation may also have one or more offices at such other place or places within or without the State of Colorado as the Board of Directors may from time to time determine or as the business of the corporation may require.

2. Registered Office. The registered office of the corporation shall be as established by the Board of Directors and established with the Colorado Secretary of State.

ARTICLE II

Members' Meetings

1. Membership. The membership of this corporation shall consist of one class. Any individual eighteen (18) years or older, or any professional, business, lay, fraternal, religious or educational group who has contributed twenty-five dollars (\$25.00) or more to the corporation during the calendar year prior to the annual meeting or in the fiscal year in which the annual meeting occurs; or has given eight (8) hours or more of voluntary service to the corporation during the calendar year prior to the annual meeting or in the fiscal year in which the annual meeting occurs shall be a member for purposes of voting and acting at meetings of members. Staff members of the community-centered board and employees or board members of service agencies are prohibited from voting in elections for members of the Board of Directors.

2. Annual Meetings. The annual meetings of members for the election of directors to succeed those whose terms expire and for the transaction of such other business as may come before the meeting shall be held in each year on the first Monday in March at 7:00 p.m. or at such other time as may be set by the Board of Directors.

3. Special Meetings. Special meetings of members for any purpose or purposes, unless otherwise prescribed by statute or by the Articles of Incorporation, may be called at any time by the President or by the Board of Directors.

4. Places of Meeting. Meetings of members shall be held at the principal office of the corporation or at such other place or places, within or without the State of Colorado, as may be from time to time determined by the Board of Directors.

5. Notice of Meetings. Notification of meetings of the membership shall be posted in a prominent place at the principal office of the corporation and shall be published at least ten (10) days prior to the meeting in the newsletter published by the corporation and may also be (i) published in daily newspapers of general circulation or other media deemed appropriate by the Board of Directors at that time and (ii) placed on the website(s) maintained by the corporation. Such notification shall be published at least ten (10) days prior to the meeting.

6. Voting List. At least ten (10) days before every meeting of members, a complete list of members entitled to vote thereat or any adjournment thereof, arranged in alphabetical order, showing the address of each member, shall be prepared by the officer or agent of the corporation who has charge of the books of the corporation. Such list shall be open at the principal office of the corporation to the inspection of any member during usual business hours for a period of at least ten (10) days prior to such meeting, and such list shall be produced and kept at the time and place of the meeting during the whole time thereof and subject to the inspection of any member who may be present.

7. Organization. The President or Vice-President shall call meetings of members to order and act as chairman of such meetings. In the absence of said officers, any member entitled to vote thereat may call the meeting to order and a chairman shall be elected. In the absence of the Secretary of the corporation, any person appointed by the chairman shall act as secretary of such meetings.

8. Quorum. Those holders of memberships issued and outstanding and entitled to vote, being present at any meeting, regular or special, shall constitute a quorum of members for the transaction of business.

9. Voting. At every meeting of members, each member having the right to vote shall be entitled to vote in person; proxy voting shall not be authorized. The cumulative system of voting shall not be allowed in voting for directors.

The vote of a majority of the members having voting power present in person shall decide any question which the membership is authorized to act upon and which is brought before such meeting, unless the question is one upon which express provision of a statute, or the Articles of Incorporation, or these Bylaws, a different vote is required, in which case such express provision shall govern and control the decision of such question.

ARTICLE III

Board of Directors

1. General Powers, Election, Tenure and Qualification. The business and affairs of the corporation shall be managed by a Board of Directors who shall be elected at the annual meeting of members.

2. Performance of Duties. A director of the corporation shall perform his or her duties as a director, including his or her duties as a member of any committee of the board upon which he or she may serve, in good faith, in a manner he or she reasonably believes to be in the

best interests of the corporation as required by the Colorado Revised Non-Profit Corporation Act and with such judgment as an ordinary prudent person in a like position would use under similar circumstances. In performing his or her duties, a director shall be entitled to rely on information, opinions, reports, or statements, including financial statements and other financial data as allowed by the Colorado Revised Non-Profit Corporation Act. A person who so performs his or her duties shall not have any liability by reason of being or having been a director of the corporation. Those persons on whose information, opinions, reports, and statements a director is entitled to rely are: (a) one or more officers or employees of the corporation whom the director reasonably believes to be reliable and competent in the matters presented; (b) counsel, public accountants, or other persons as to matters which the director reasonably believes to be within such persons' professional or expert competence; or (c) a committee of the board upon which he or she does not serve, duly designated in accordance with the provisions of the Articles of Incorporation or the Bylaws, as to matters within its designated authority, which committee the director reasonably believes to merit confidence.

3. Number. The Board of Directors shall, subject to the limitations set forth in the Articles of Incorporation, consist of the number of members as set by the Board of Directors from time to time. The composition of the Board of Directors shall have a balance of and represent the various communities within Larimer County, Colorado, and will have no less than one (1) individual in services represented on the board. Directors shall be elected for staggered three-year terms and shall serve until their successors shall be elected and qualified. Staff members of the community-centered board and employees or board members of service agencies may not serve on the Board of Directors. A director filling a vacancy shall serve for the unexpired term of director's position for which that director has been appointed to fill.

4. Regular Meetings. After each annual election of directors, the Board of Directors shall meet for the purpose of organization, selection of a President, the election of officers, establishing regular meeting dates until the next annual meeting and transaction of any other business. Notice of the time and place of regular meetings shall be posted in a prominent location at the corporation's principal office.

Written minutes of all public board meetings shall be filed as a matter of agency record and shall be available to the public on request. A member of the Board of Directors missing three (3) consecutive meetings without being excused or having taken an approved leave of absence shall be deemed to have resigned from the Board. A member of the Board of Directors that does not attend a minimum of seven (7) meetings per year, unless the board by two-thirds (2/3) vote of all of its members excuses additional absences in unique circumstances, shall be considered a resignation from the Board. Attendance will be monitored using a time frame of annual meeting to annual meeting to establish a yearly attendance record. Board of Director members who have missed two (2) consecutive meetings without being excused or are in jeopardy of not meeting the minimum of seven (7) meetings per year, may be notified via mail by the Secretary of the possibility of an involuntary resignation.

In the event of unusual circumstances, a member of the Board of Directors may request a leave of absence. A leave of absence request must be approved by a majority of the members of the Board of Directors, acting at least fifteen (15) days after a written request from the Board

member for a leave of absence has been submitted.

5. Special Meetings. Special meetings of the Board of Directors may be on two (2) days' notice to each director, sent either personally, by electronic transmission or by telephone, and shall be called by the President or Secretary or any three (3) directors. The purpose of a special meeting of the Board of Directors need not be stated in the notice thereof.

6. Place of Meetings. Any meeting of the Board of Directors may be held at such place or places either within or without the State of Colorado as shall from time to time be determined by the Board of Directors or fixed by the President and designated in the notice of the meeting.

7. Public Notice of Meetings. Board meetings must be scheduled after adequate notice and must be open to the public; except that, by vote of a two-thirds majority of members present, the board may elect to address the following matters in executive session:

- a) The purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest;
- b) Conferences with an attorney for the purpose of receiving legal advice on specific legal questions;
- c) Matters required to be kept confidential by federal or state law or rules;
- d) Specialized details of security arrangements or investigations;
- e) Determining positions relative to matters that may be subject to negotiations;
- f) Developing strategy for negotiations and instructing negotiators; and
- g) Personnel matters.

8. Quorum. A majority of the actual number of directors within the limits vested by Article III, Section 3, shall constitute a quorum at all meetings of the Board of Directors. In the absence of a quorum at any such meeting, a majority of the directors present may adjourn the meeting from time to time without further notice until a quorum shall be present.

9. Voting. Members of the Board of Directors are prohibited from voting on issues in which they have a conflict of interest. If a director is present at a meeting and does not dissent or abstain or the minutes do not reflect that he or she is dissented or abstain from the directors' action, then he or she will be deemed to have voted for any action affirmatively.

10. Vacancies. Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining directors though less than a quorum of the Board of Directors. A director elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office. A director chosen to fill a position resulting from an increase in the number of directors shall hold office until the next annual meeting of members and until his successor shall be elected and shall qualify.

11. Compensation of Board of Directors. Directors shall receive no remuneration for services rendered in their capacity as directors of the corporation.

12. Audit. An annual audit shall be conducted at the end of the fiscal year of the corporation by an independent firm of Certified Public Accountants.

13. Resignation and Removal. Any member of the Board of Directors may resign at any time by giving written notice to the President or Secretary at least fifteen (15) days prior to the monthly meeting, at which point the resignation will be presented to the Board of Directors. Such resignation shall take effect upon receiving notice thereof or at such later time as shall be specified in such notice; and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Any director or directors of the corporation may be removed at any time, with or without cause, in the manner provided in the Colorado Non-Profit Corporation Act.

ARTICLE IV

Executive Committee

1. Appointment. There shall be an executive committee which shall be made up of the President, Vice President, Treasurer, Secretary, immediate past President and Executive Director. The Board of Directors may appoint additional members to the Executive Committee and limit or otherwise establish their terms and authority. The Executive Director shall participate with only an advisory non-voting status. The designation of such committee and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any member thereof, of any responsibility imposed by law.

2. Authority. The Executive Committee, when the Board of Directors is not in session, shall have, and may exercise all of, the authority of the Board of Directors except to the extent, if any, that such authority shall be limited by the Colorado Non-Profit Corporation Act. The Executive Committee specifically shall not have the authority of the Board of Directors in reference to amending the Articles of Incorporation; electing, appointing or removing a director; adopting a plan of merger or consolidation; recommending to the members the sale, lease or other disposition of all, or substantially all, of the property and assets of the corporation otherwise than in the usual and regular course of its business; recommending to the members a voluntary dissolution of the corporation or a revocation thereof; or amending these Bylaws.

3. Tenure and Qualifications. Each member of the Executive Committee shall hold office until the next regular annual meeting of the Board of Directors following his or her designation and until his or her successor is designated as a member of the Executive Committee and is elected and qualified.

4. Meetings. Regular meetings of the Executive Committee may be held with notice at such time and place as the Executive Committee may fix from time to time by resolution. Special meetings of the Executive Committee may be called by any member thereof upon not less than one (1) days' notice, stating the place, date and hour of the meeting, which notice may be written and communicated electronically or orally. Notice of a meeting may be mailed but, if mailed, such meeting must be called on not less than five (5) days' notice and shall be deemed to be delivered when deposited in the United States mail addressed to the member of the Executive Committee at his or her business address or, when transmitted telephonically, by facsimile to the

member. Any member of the Executive Committee may waive notice of any meeting and no notice of any meeting need be given to any member thereof who attends in person. The notice of a meeting of the Executive Committee need not state the business proposed to be transacted at the meeting.

5. Quorum. A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business at any meeting thereof, and action of the Executive Committee must be authorized by the affirmative vote of a majority of the members present at a meeting at which a quorum is present.

6. Vacancies. Any vacancy in the Executive Committee may be filled by a resolution adopted by the Board of Directors.

7. Resignations and Removal. Any member of the Executive Committee may be removed at any time with or without cause by resolution adopted by the Board of Directors. Any member of the Executive Committee may resign from the Executive Committee at any time by giving written notice to the President or Secretary of the corporation, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

8. Procedure. The Executive Committee shall elect a presiding officer from its members and may fix its own rules of procedure, which shall not be inconsistent with these Bylaws. It shall keep regular minutes of its proceedings and report the same to the Board of Directors for its information at the meeting thereof held next after the proceedings shall have been taken.

9. Other Committees. Other committees may be formed and vested with authority and members of such committees appointed by a resolution adopted by the Board of Directors. Any committee's authority may be limited or restructured by the Board of Directors at any time.

ARTICLE V **Officers**

1. Election and Tenure. The Board of Directors annually shall elect a President, a Vice President, a Secretary and a Treasurer. The Board may also elect or appoint such other officers and assistant officers as may be determined by the Board. Any two or more offices may be held by the same person; except the offices of President and Secretary. Each officer so elected or appointed shall continue in office until his successor shall be elected or appointed and shall qualify, or until resignation, removal, death or other disqualifications.

2. Resignation, Removal and Vacancies. Any officers may resign at any time by giving written notice to the President or Secretary or the Board of Directors. Any notice shall be effective when received unless the notice states a later effective date; no acceptance of the same shall be necessary to render the same effective. The Board of Directors may remove any officer at any time with or without cause. If any office becomes vacant for any reason, the vacancy shall be filled by the Board of Directors. An officer appointed to fill a vacancy shall be appointed for the unexpired term of the predecessor in office.

3. President. The President shall be the chief executive officer of the corporation. He or she shall preside at all meetings of the Board of Directors or the members, and shall have general and active management of the business of the corporation. He or she shall see that all orders and resolutions of the Board of Directors are carried into effect and, in general, shall perform all duties as may from time to time be assigned to him or her by the Board of Directors.

4. Vice President. The Vice President shall perform such duties and possess such powers as from time to time may be assigned to him or her by the Board of Directors, or by the President. In the absence or inability of the President, the Vice President shall perform the duties of the President.

5. Secretary. The Secretary shall give, or cause to be given, notice of all meetings of members and of the Board of Directors, and shall attend all such meetings and keep a record of their proceedings. The Secretary shall be the custodian of the seal of the corporation and shall have power to affix the same to all documents, the execution of which on behalf of the corporation is authorized by these Bylaws or by the action of the Board of Directors, and in general, shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by the Board of Directors or the President.

6. Treasurer. The Treasurer shall: (a) have charge and custody of and be responsible for all funds and securities of the corporation; (b) receive and give receipts for monies due and payable to the corporation from any source whatsoever, and deposit all such monies in the name of the corporation in such banks, trust companies or other depositories as shall be selected in accordance with these Bylaws; and (c) in general perform all the duties incident to the office of Treasurer and such duties as from time to time be assigned to him or her by the President or by the Board of Directors.

ARTICLE VI

Indemnification

The corporation shall indemnify and advance expenses to a director, officer, employee or agent of the corporation in connection with the proceeding to the fullest extent permitted by in accordance with the Colorado Revised Non-Profit Corporation Act.

ARTICLE VII

Execution of Instruments

1. Execution of Instruments. The President shall have power to execute, on behalf and in the name of the corporation, any deed, contract, bond, debenture, note or other obligations or evidences of indebtedness, or proxy, or other instrument requiring the signature of an officer of the corporation, except where the signing and execution thereof shall be expressly delegated by the Board of Directors to some other officer or agent of the corporation. Unless so authorized, no officer, agent or employee shall have any power or authority to bind the corporation in any way, to pledge its credit or to render it liable pecuniary for any purpose or in

any amount.

2. Checks and Endorsements. All checks and drafts upon the funds to the credit of the corporation in any of its depositories shall be signed by such of its officers or agents as shall from time to time be determined by resolution of the Board of Directors which may provide for the use of facsimile signatures under specified conditions, and all notes, bills receivable, trade acceptances, drafts, and other evidences of indebtedness payable to the corporation shall, for the purpose of deposit, discount or collection, be endorsed by such officers or agents of the corporation or in such manner as shall from time to time be determined by resolution of the Board of Directors.

ARTICLE VIII

Robert's Rules of Order

All meetings of the members, Board of Directors or any committee of the Board of Directors shall be conducted in accordance with Robert's Rules of Order.

ARTICLE IX

Corporate Seal

The corporate seal shall be in such form as shall be approved by resolution of the Board of Directors. Said seal may be used by causing it or a facsimile thereof to be impressed or affixed or reproduced or otherwise. The impression of the seal may be made and attested by either the Secretary or an Assistant Secretary for the authentication of contracts or other papers requiring the seal.

ARTICLE X

Fiscal Year

The corporation's fiscal year shall begin on July 1st and end on June 30th

ARTICLE XI

Corporate Books and Records

Except as otherwise required by statute, the books and records of the corporation may be kept within or without the State of Colorado at such place or places as may be from time to time designated by the Board of Directors.

ARTICLE XII

Emergency Bylaws and Amendments

1. Emergency Bylaws. The Board of Directors may adopt emergency bylaws, which shall, notwithstanding any different provision elsewhere, be operative during any emergency resulting from an attack on the United States or any nuclear or atomic disaster and which may make any provision that may be practical and necessary for the circumstances of the emergency.

2. Amendments. In accordance with the Articles of Incorporation, the bylaws of the corporation shall be subject to alteration, amendment or repeal, and new bylaws may be added, by the affirmative vote of two-thirds (2/3rds) of the members of the Board of Directors at any regular or special meeting.

Dated this. 16th day of September, 2014.

FOOTHILLS GATEWAY, INC.

Gregg Seebohm , President, Board of Directors

Tracy Katz, Vice President, Board of Directors

Doris Whitely, Secretary, Board of Directors

John Haley Treasurer, Board of Directors

Katie Fahrenbruch

BJ Russell

Jim Disney

Romie Tobin

Susan Trethewey

Kendra Kettler

The Honorable Wade Troxell
The Honorable Gerry Horak
City Councilmembers, City of Fort Collins
P.O. Box 580
Fort Collins, CO 80522-0580

September 5, 2014

Subject: Dial-A-Ride

Gentlemen:

In 2007, in response to the impacts of the recession, money that had been budgeted by the City of Fort Collins to provide Dial-A-Ride service to seniors and people with developmental disabilities was reduced to the bare minimum required by the Americans with Disabilities Act. Fort Collins' economy has rebounded over the past couple of years, however, services have not been restored to the 2007 levels nor has the DAR Service Area of 2007 been re-established.

The following is a statement of the problem and our concerns:

Problem Statement:

- There are citizens with disabilities and seniors who meet ADA standards and are residents within city limits of Fort Collins who cannot access these needed paratransit services due to limits in the DAR service area.

Concerns:

- Prior to 2007, DAR provided services to citizens with disabilities and seniors in Fort Collins' Urban Growth Area. Due to city budget issues in 2007, paratransit services were reduced to within a ¼ mile of the fixed route bus system. Many of the aforementioned citizens lost the paratransit services they had been receiving through DAR.
- In 2007, Fort Collins City Council directed DAR to revert to ADA-eligible riders onlyⁱ who lived within the ¼ mile of fixed route operations due to the downturn in the economy. However, the city's 2013-2104 budget indicates that the General Fund portion of the Development Review fee revenue increased by 26.4% in 2011 over 2010. Additionally, the net taxable sales grew at 5.5% in 2011 and 5.7% in 2012. The city is also projecting that revenue growth in 2013 and 2014 will return to more moderate growth ratesⁱⁱ. Since 2007, the city also transferred DAR service provision to a more cost-effective third-party contract which reduced the cost of providing DAR from around \$48/trip to \$29/trip. Key principles of the city's Transportation Plan stipulate that mobility options should provide opportunities for all residents to lead healthy and active lifestyles, and that transit, as a mobility option, will be safe, affordable, and convenient for all ages and abilitiesⁱⁱⁱ. Considering the improvement in city revenues since 2007, the reduction in

DAR operational costs, and the annexation and growth of residential developments within the Fort Collins city limits, DAR services to ADA-qualifying citizens of Fort Collins should be reinstated.

- Flex is not considered to be part of the fixed route bus system in Fort Collins. The city has the ability to designate the FLEX route as a fixed route. If the portion of the FLEX route within the Fort Collins city limits became a fixed route, DAR services would be expanded to include individuals with disabilities and ADA-eligible seniors needing paratransit services within the $\frac{3}{4}$ mile of the FLEX route. However, this potential solution would not address the paratransit needs of the many other Fort Collins residents living in the unserved and underserved sections of the city.

The Board of Directors of Foothills Gateway, Inc. on behalf of citizens with intellectual/developmental disabilities respectfully requests your assistance in championing the restoration of paratransit (Dial-A-Ride). Foothills Gateway, Inc. is the primary service provider of people in Larimer County with intellectual/development disabilities. Foothills Gateway's main building is outside of the current Dial-A-Ride service area and the lack of DAR services is a burden on those we serve.

Regards,

Foothills Gateway Board of Directors

ⁱ City of Fort Collins 2013-2014 Budget, Packages and Offers, 118.4 Dial A Ride Operations – Funded, page 344

ⁱⁱ City of Fort Collins 2013-2014 Budget, page 18

ⁱⁱⁱ City of Fort Collins 2013-2014 Budget, Packages and Offers, 118.4 Dial A Ride Operations – Funded, page 344

BOARD OF DIRECTORS RESOLUTION
(401(k) Discretionary Profit Sharing)

At a meeting of the Board of Directors of Foothills Gateway, Inc. duly called and held in accordance with the law and by-laws at its office on the ____ day of _____, 2014, at which time a quorum of the Directors was present, the following resolution was adopted, to wit:

RESOLVED, that this corporation shall make a Discretionary Profit Sharing Contribution to the Foothills Gateway, Inc. 401(k) Plan for the fiscal year ending June 30, 2014 in the amount of \$254,770.92 for the exclusive benefit of all employees covered under said plan.

I, _____ Secretary of Foothills Gateway, Inc. do hereby certify that I am Secretary of said corporation above named; that the foregoing is a full, true and correct copy of a resolution of the Board of Directors of said corporation, duly and regularly passed and adopted at a meeting of the Board of Directors of said corporation on the ____ day of _____, 2014, at which meeting a majority of the Board of Directors of said corporation was present and voted in favor for said resolution; and that said resolution is in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand as Secretary of said corporation this ____ day of _____, 2014.

Secretary

August 22, 2014

Derf Green
318 North Sherwood Street
Fort Collins, Colorado 80521

Tim O'Neill
Executive Director
Foothills Gateway Inc.
301 West Skyway Drive, Fort Collins, CO

Dear Tim,

It is with regret that I am writing to inform you of my decision to resign my position on the Board of Foothills Gateway, effective immediately.

My other commitments have become too great for me to be able to fulfill the requirements of my position on the Board effectively, and I feel it best for me to make room for someone with the time and energy to devote to the job.

I am grateful for having the opportunity to serve on the Board of this fine organization, and I offer my best wishes for its continued success.

Sincerely,
Derf Green

FOOTHILLS GATEWAY, INC.
FAMILY SUPPORT SERVICES PROGRAM
APPLICATION FOR FSSP COUNCIL

RETURN COMPLETED APPLICATION TO:

PAM MILLER
301 SKYWAY DR.
FORT COLLINS, CO 80525

IF YOU HAVE QUESTIONS OR NEED ADDITIONAL INFORMATION, YOU MAY
CONTACT: PAM MILLER AT 266-5409.

NAME: Sharon Kerekes

MAILING ADDRESS: 3545 muskrat Creek Dr. Fort Collins, CO 80528

TELEPHONE: home: 970 204-4066 work: N/A

WHICH ENTITY WOULD YOU BE REPRESENTING?

PARENT CONSUMER PROFESSIONAL COMMUNITY PERSON

WOULD YOU BE ABLE TO ATTEND A QUARTERLY MEETING, 2 HOURS IN
DURATION?

YES NO

WOULD YOU BE INTERESTED IN WORKING ON COUNCIL SPECIAL PROJECTS
OR SUB-COMMITTEES IN ADDITION TO REGULAR SCHEDULED MEETINGS?

YES NO

CURRENT OCCUPATION AND EMPLOYER:

none

VOLUNTEER WORK:

none currently - my children are older now
and their schools no longer require volunteer help from
parents.

WHY DO YOU WANT TO BE A MEMBER OF THE FSSP COUNCIL?

Looking for ways to become more involved in community
would like to know more about family support.

WHAT DO YOU FEEL YOU COULD ADD PERSONALLY AND/OR PROFESSIONALLY TO THE FAMILY SUPPORT COUNCIL?

only my personal experience as a parent of a child with special needs. Each experience is probably a little unique.

WHAT WOULD YOU LIKE TO GAIN FROM THIS EXPERIENCE?

A little more knowledge of family support services.

WHAT ARE YOUR PRIORITIES IN REGARD TO ASSURING THAT SERVICES/SUPPORTS ARE PROVIDED TO THE DEVELOPEMENTALLY DISABLED POPULATION OF LARIMER COUNTY? WHAT ARE YOUR PHILOSOPHIES IN THIS REGARD?

That services/supports can meet the needs of all who need/want them.

LIST ANY ABILITIES, SKILLS, TRAINING, OR SPECIAL INTERESTS YOU HAVE WHICH COULD BE APPLICABLE TO THIS BOARD:

"retired" RN and case manager

ALL BOARD MEMBERS ARE STRONGLY ENCOURGAED TO ATTEND ALL REGULARLY SCHEDULED MEETINGS OF THE FAMILY SUPPORT COUNCIL. FSSP COUNCIL MEMBERS ARE ASKED TO ATTEND A MINIMUM OF 4 MEETINGS PER YEAR.

D. W. Kerckes
SIGNATURE

8-22-14
DATE

FOOTHILLS GATEWAY, INC.
FAMILY SUPPORT SERVICES PROGRAM
APPLICATION FOR FSSP COUNCIL

RETURN COMPLETED APPLICATION TO:

PAM MILLER
301 SKYWAY DR.
FORT COLLINS, CO 80525

IF YOU HAVE QUESTIONS OR NEED ADDITIONAL INFORMATION, YOU MAY CONTACT: PAM MILLER AT 266-5409.

NAME: Lula Harris
MAILING ADDRESS: 1025 Wake Robin Lane D102
TELEPHONE: home: 9702264327 work: 9702178337

WHICH ENTITY WOULD YOU BE REPRESENTING?

PARENT CONSUMER PROFESSIONAL COMMUNITY PERSON

WOULD YOU BE ABLE TO ATTEND A QUARTERLY MEETING, 2 HOURS IN DURATION? YES NO

WOULD YOU BE INTERESTED IN WORKING ON COUNCIL SPECIAL PROJECTS OR SUB-COMMITTEES IN ADDITION TO REGULAR SCHEDULED MEETINGS?

YES to learn NO

CURRENT OCCUPATION AND EMPLOYER:

I'm a home maker & volunteer at my boys school.

VOLUNTEER WORK:

volunteer at Lopez in class & library
& Weber library

WHY DO YOU WANT TO BE A MEMBER OF THE FSSP COUNCIL?

to help with children & adults with special needs get the support that they need

WHAT DO YOU FEEL YOU COULD ADD PERSONALLY AND/OR PROFESSIONALLY TO THE FAMILY SUPPORT COUNCIL?

Some new ideas on fresh
mind

WHAT WOULD YOU LIKE TO GAIN FROM THIS EXPERIENCE?

to learn more help people

WHAT ARE YOUR PRIORITIES IN REGARD TO ASSURING THAT SERVICES/SUPPORTS ARE PROVIDED TO THE DEVELOPEMENTALLY DISABLED POPULATION OF LARIMER COUNTY? WHAT ARE YOUR PHILOSOPHIES IN THIS REGARD?

My philosophies are everybody should be treated
by equals + I feel that we should
all be treated + work together.

LIST ANY ABILITIES, SKILLS, TRAINING, OR SPECIAL INTERESTS YOU HAVE WHICH COULD BE APPLICABLE TO THIS BOARD:

In further in needs that people needs
I have some training in Sign Language
to my son hearing is low.

ALL BOARD MEMBERS ARE STRONGLY ENCOURGAED TO ATTEND ALL REGULARLY SCHEDULED MEETINGS OF THE FAMILY SUPPORT COUNCIL. FSSP COUNCIL MEMBERS ARE ASKED TO ATTEND A MINIMUM OF 4 MEETINGS PER YEAR.

Lula Harris
SIGNATURE

8-9-2014
DATE

Also I have a Nerve with Dawn
Syndrom.

that help out with

WAITING LIST REPORT

