



FOOTHILLS GATEWAY, INC.

BOARD OF DIRECTORS MEETING

August 15, 2017

Present

Jim Disney
Katie Fahrenbruch
Tracy Katz
Mark Durand
Doris "Punkie" Whitely
Romie Tobin
BJ Russell
Mikel Zimmerman

Excused

John Haley
Susie Trethewey
Linda Drees

Absent

Guests

Staff

Erin Eulenfeld
Diana Foland
Debbie Lapp
Carla Conrardy
Madeleine Handley
Jan Irvin
Cynthia Hansford
Chris Crawford

Vice President Jim Disney called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:10pm and welcomed guests.

OPEN FORUM:

Jim Disney invited guests to speak.

- No guests were present to speak.

PRESENTATIONS:

- **SLS Direct and Home Care Services – Chris Crawford.** Chris gave a presentation on the direct SLS and Home Care Services provided by Foothills Gateway, including their mission statement and functions. Chris was available to answer questions.

CONSENT AGENDA:

- Approval of July 18th, 2017 Board Meeting Minutes.
- Approval of the August 1st, 2017 Special Board Meeting Minutes.

M-S-C (Whitely/Durand) Approve the consent agenda consisting of the July 18th, 2017 Board Meeting minutes, and the August 1st, 2017 Special Board Meeting minutes.

FINANCIAL REPORT:

Carla Conrardy presented the unaudited statement of financial position for the last month ending, July 31st, 2017, noting financial highlights. Carla noted that the month reflected is the beginning of the new fiscal year budget. Foothills Gateway received a large unexpected donation in the form of a charitable remainder trust. Carla noted an expense for a paving project that has been put on hold due to weather which showed up as a savings in last month's financial report. The paving will happen later in August.

M-S-C (Katz/Durand) Accept and approve the preliminary financial report for the one month ending July 31st, 2017.

The above minutes are tentative until voted on and approved at the following month's board meeting.

OLD BUSINESS:

- **Strategic Plan** – Erin presented the official review of the Strategic Plan. Erin noted the mission statement, vision, and guiding principles. Erin went through the goals of the Strategic Plan and noted the ways these goals were achieved in 2016-2017 as well as detailed specific ways to achieve each goal for the upcoming year. Katie asked what the process looks like in regards to Foothills Gateway expanding its reach beyond Larimer County in order to continue serving specific individuals that have been with Foothills Gateway for many years. Mark asked for a copy of the PowerPoint to be sent to the Board Members. Tracy and Mark inquired about Foothills Gateway's social media outreach. Diana shared the process and the goals regarding social media.
- **CAO Replacement Plans** – Diana noted that the position was posted on the 4th of August and will remain open for 14 days after the initial posting date. Diana will be the point of entry for collecting applications and will be forwarding every application packet to the interview team which will consist of: Tracy, Mark, Punkie, John, Erin, and Debbie L. The Board inquired as to whether any applications had been received. Diana noted that none have been received at the present moment but that she has talked with several interested parties and expects applications to come in closer to the closing date.

NEW BUSINESS:

- **New Board Member Search & Recruitment** – Jim noted that he met with Brian DelGrosso and announced that Brian is still interested in joining the Board of Directors. Diana directed the Board to a handout in the Board Member's packet which detailed the demographics of the current members on the Board and asked members present to review and update the matrix. Erin asked about the possibility of a Board Member from Estes Park being able to videoconference into Board Meetings. Diana will look into this possibility.
- **Proposed New Policy – "Executive Director Vacancy"** – Diana directed the Board to the handout of the proposed new policy found in each Board Member's packet. Debbie L noted a possible correction to change the wording from the word "retire." Tracy pointed out that the wording is specific enough not to warrant the change. There was further discussion and it was suggested that the policy be reviewed by Employers Council to assure it is correct prior to approval.

EXECUTIVE TEAM UPDATES:

- **Erin Eulenfeld** – Erin shared information from the Alliance meeting and other meetings that occurred in Denver in August. Three CCBs (The Resource Exchange, Rocky Mountain Human Services, and Strive) are no longer members of Alliance. The remaining CCBs who are still members of Alliance have expressed their concerns regarding Alliance's practices in writing to the Alliance Board and staff. CCBs would like to see Alliance put more focus on resources and rates and to work on modification of the dues structure to create more equity among members. CCBs have also been staying abreast of changes in Washington D.C. at Health and Human Services and Centers for Medicare and Medicaid Services.
- **Diana Foland** – Diana shared that the Admin. Division is wrapping up the 16/17 fiscal year and the auditors will be coming the first week of September. IT has been working on the in-house timesheet system and connecting that with the automatic payroll system. IT is also working on

The above minutes are tentative until voted on and approved at the following month's board meeting.

the BUS system. PR and Marketing have been focusing on community development and the upcoming Legislative Forum. The date for the Legislative Forum is tentatively set for October 18th. Local Legislators are also being invited to visit FGI and the team is doing presentations to local service clubs for general public awareness.

- **Debbie Lapp** – Debbie L noted that the No Wrong Door contract was received today. Debbie L provided an update on Person Centered Thinking activities surrounding Foothills Gateway. PCT Counsel had a meeting last Friday and are working on updating their action plans for when Julie Malette comes in September. Debbie L mentioned that there is interest from outside groups to possibly attend PCT trainings. Debbie L noted the possibility of presenting PCT overview trainings to different places in the community. PCT overview trainings are only 3 hours and are more accessible for groups who are unable to attend 2 full days of training. Debbie L also noted the possibility of presenting a PCT overview training for families of kids transitioning out of high school.

COMMITTEE REPORTS:

- Executive Committee** – Diana reported the committee met on August 4th, 2017 and discussed the agenda for Board Meeting, the Executive Team Updates given above, , and the Proposed New Policy – “Executive Director Vacancy”.
- Fiscal and Property Committee** - Mark Durand reported the committee met on August 15th, 2017 and listened to a presentation from First National Bank regarding Foothills Gateway’s working capital and possibly modifying Foothills Gateway’s investment strategies.
- Legislative Affairs Committee** – Jim Disney reported the committee did not meet this month.
- Joint Resource Committee** – Diana reported the committee met on July 26th, 2017 and discussed community presentations, the Game Show event, and wrapped up discussions of Glow Golf.

OTHER:

ADJOURNMENT

M-S-C (Katz/Durand) Adjourn the meeting at 8:20pm.

Respectfully submitted by,

Katie Fahrenbruch

Katie Fahrenbruch, Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is September 19, 2017 at 7:00 pm.**

The above minutes are tentative until voted on and approved at the following month’s board meeting.