



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
August 18, 2020**

Present

Heather Hmieleski
John Haley
Steve Dandaneau
Nancy Kepner
Mark Durand
Tracy Katz
Mikel Zimmerman
Linda Drees
Solito Sumulong
Amanda O'Hayre

Excused

Punkie Whitely

Absent

Guests

Staff

Brandee Boice-Street
Carla Conrardy
Debbie Klein
Erin Eulenfeld
Paul Liptak
Judy Tomcak
Kortney Campbell
Marla Maxey
Pat Carney
Angela Woodall
Bre Johann
Cynthia Hansford

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:01 pm and welcomed attendees.

OPEN FORUM:

Mark Durand invited guests to speak.

- No guests were present wishing to speak.

POTENTIAL BOARD MEMBERS:

- There were no potential Board Members present.

PRESENTATION: SLS/Children's Case Management – Pat Carney – Pat shared a presentation on State Supported Living Case Management and Services and invited questions. John asked how people in the community would become aware of this program. Pat shared that there are screenings at transitional points where a person would be assessed and referred to FGI when appropriate.

CONSENT AGENDA:

- Approval of Board Meeting Minutes – July 21, 2020

M-S-C (Haley/Zimmerman) – Approve the July 21, 2020 Board Meeting Minutes

FINANCIAL REPORT:

- Carla Conrardy presented the unaudited statement of financial position for the month ending July 31, 2020. Carla reminded the Board that an extension was approved for the development of the 20/21 budget. Carla also explained that the governance letter for the annual audit has been received, and the audit will begin next week. *Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.*

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

M-S-C (Haley/Zimmerman) Accept and approve the preliminary financial report position for the thirteenth month ending July 31, 2020.

OLD BUSINESS: - There was no old business to discuss.

NEW BUSINESS:

- **Presentation of the Budget** – Carla shared and reviewed the proposed budget for 2020/2021, inviting questions. Erin expressed appreciation for the work of Carla, her staff and FGI employees for working on developing a budget during this difficult time. The budget was reviewed and discussed.

M-S-C (Haley/Zimmerman) Accept and approve the Budget for 2020/2021 as presented.

EXECUTIVE TEAM UPDATES:

- **Erin Eulenfeld** –
 - The Strategic Plan is being reviewed, and the Management Team will be checking and updating the document. The updated Strategic Plan will be available to the Board before the September Board Meeting.
 - Day Program managers are working on phasing in additional services. Individuals in the building, community activities, and one on one services are all being updated in line with the County and State requirements. Transportation vans are all being used for this effort, too. Individuals receiving services and their teams have expressed their gratitude for FGI's efforts in this regard. There are about 30 individuals that have indicated their preference for not leaving their homes, so services are being provided in alternative environments as appropriate.
 - Feedback is also being received from staff that they appreciate the efforts being made during this pandemic to continue with FGI's mission while protecting staff and the Individuals we serve.
 - A letter from the Mayor of Fort Collins was received, congratulating FGI on achieving a Platinum rating in ClimateWise Program.

Solito asked if there were any wishes staff had during this difficult time that the board could fulfill. Erin shared that staff are being very creative and she will get back to the Board with any needs.

- **Debbie Klein** – Debbie shared due to COVID, the Staff Appreciation is being cancelled as a live event. Instead, there will be a special edition of the Focus created, as well as social media posts and other measures to ensure staff feel appreciated during this time. Debbie also shared that HR has been working with staff on the use of the Families First Coronavirus Response Act (FFCRA). Debbie further shared that only certain positions are being refilled when staff resign at this point.

COMMITTEE REPORTS:

Executive Committee – Mark Durand shared that the Executive Committee met on August 7th, 2020 and discussed Board Meeting Agenda Review, Executive Team Updates given above.

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Fiscal and Property Committee – Mark Durand shared that the Fiscal and Property Committee met prior to this meeting and discussed the Proposed Budget for FY 20/21, Reviewed the financial statement for July, the Audit engagement letter, and FSSP Waitlist funding information.

Legislative Affairs Committee – John Haley shared that there was no meeting this month. The next Legislative Committee Meeting will likely be held in November.

Other – Mikel asked how the Foundation’s Glow Golf event went this year. Mark played this year and shared his experience.

ADJOURNMENT

M-S-C (Durand/Katz) Adjourn the meeting at 8:14pm.

Respectfully submitted by,

Steve Dandaneau
Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors is September 15, 2020 at 7:00 pm.**