



This meeting was held virtually

**FOOTHILLS GATEWAY, INC.
BOARD OF DIRECTORS MEETING
June 20th, 2023**

Present

Steve Dandaneau
Brittany Brown
Aaron Vogt
Punkie Whitely
Amanda O’Hayre
Mark Durand
Ron Charkowski

Excused

Nancy Kepner
Chrissi Alvarado
Mikel Zimmerman

Absent

Karen Bennett

Guests

Staff

Erin Eulenfeld
Debbie Klein
Brandee Boice-Street
Carla Conrardy
Ed Bowers
Lori Sauvageau
Angela Woodall
David Watson
Judy Tomcak
Pat Carney
Teri Billingsley

President Mark Durand called the meeting of the Foothills Gateway, Inc. Board of Directors to order at 7:02pm and welcomed attendees.

OPEN FORUM

Mark Durand invited guests to speak.

- No guests were present wishing to speak.

POTENTIAL BOARD MEMBERS

- No potential Board Members are currently undergoing the application process

PRESENTATIONS

- **IT Services – Ed Bowers** – Ed shared a presentation on IT Services, inviting questions. Mark asked if the level of software development available at FGI is usual for CCB’s (Community Centered Boards). Ed shared that it is not common among CCB’s to have such a strong software development team. However, ‘out of the box’ software is often too general to be incredibly useful. Ed shared that, when a project presents itself, FGI’s IT department reviews the software already available to the appropriate market before deciding whether to move forward with an existing solution or to develop something in-house.

CONSENT AGENDA

- Approval of Board Meeting Minutes – May 16, 2023

M-S-C (Brown/Dandaneau) Approve the Consent Agenda as detailed above.

FINANCIAL REPORT - Carla Conrardy presented the unaudited statement of financial position for the eleven months ending May 31, 2023. Detailed financial information can be found in the Board Meeting packets, which are posted to the Foothills Gateway website.

M-S-C (Whitely/Dandaneau) Approve the Financials as presented.

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

OLD BUSINESS

- **Case Management Redesign Update** – Erin shared that all sections of the agency have now been offered the opportunity to attend Change Management workshops.

NEW BUSINESS

- **FY 22-23 Budget Approval** – Carla shared a presentation on the proposed budget for FY - 23/24, inviting questions. The budget deficit was discussed, Carla shared that the negative budget includes direct services that are not billable but are covered by FGI using Mill Levy and Board designated funds.

M-S-C (Whitely/O'Hayre) Approve the FY23-24 Budget as presented.

- **July Board Meeting** – Erin shared that in previous years, the July board meeting has been cancelled due to summer vacations and attendance issues. However, this year the July Board Meeting will be held.

CHIEF OFFICER UPDATES

- **Erin Eulenfeld** –
 - **PTO** - Erin will be on PTO from July 5th through 14th. Debbie Klein will be covering while Erin is out.
 - **YMCA Camp** – Erin shared that historically, Foothills Gateway scheduled an annual camp for individuals receiving Supported Living Services (SLS) that is held at the YMCA Camp in Estes Park. The weekend camp is usually staffed by FGI's direct care and case management staff. Due to staffing shortages this year, the camp will not be possible this year. SLS is looking into possibility of holding a one-day event in Estes Park, possibly at YMCA, but not overnight or over the weekend.
- **Debbie Klein** –
 - Mikel Zimmerman will be having surgery soon and wanted to be sure the Board Meetings would still be available virtually throughout his recovery.
 - Finance has been working on budget, IT has been involved in the Care in Case Management systems change. HR has been working on benefits, 401k. Additional staff are being trained to cover the Front Desk during absences.

COMMITTEE REPORTS

- **Executive Committee** – Mark Durand shared that the Executive Committee met on June 9, 2023, and discussed the Board Meeting Agenda Review, CMRD (Case Management Redesign) Transition and the Officer Updates given above.
- **Fiscal and Property Committee** – Aaron Vogt shared that the Fiscal and Property Committee met prior to this meeting and discussed the Committee designation of donations over \$10,000 – the committee voted to designate the \$30,000 donation from the Foothills Service League as follows - \$15,000 to the START program, \$5,000 to the Infant Support Team, \$5,000 to Bright Start and \$5,000 to Children and Family Needs. The committee also discussed the Financial Statement review YTD – May, staff retention bonus (updates), FY 23/24 Budget PowerPoint and updates per 6/14/23 committee meeting.

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

- **Legislative Affairs** –did not meet this month and won't meet again until November 2023

M-S-C (Charkowski/Dandaneau) Unanimously approved convening an Executive Session to discuss a matter pursuant to section 25.5-10-209-2, b, IV (C) and G of the open meetings statute at 7:57pm

M-S-C (Whitely/Dandaneau) Move to adjourn Executive Session and reconvene Regular Board Meeting at 8:28pm.

ADJOURNMENT

M-S-C (Durand/Dandaneau) Adjourn the meeting at 8:28pm.

Respectfully submitted by,

Ron Charkowski

Board Secretary

**The next regularly scheduled meeting of the Foothills Gateway, Inc.
Board of Directors will be July 18th 2023**