

**MINUTES**  
**SUCAP BOARD OF DIRECTORS**  
**June 01, 2017**

**PRESENT:** Karla Baird, Edward Box III, Rocco Fuschetto, Kathleen Lorenzini, Kelly McCaw, Dan Naiman, Chris O'Shea Heydinger, Shirley Reinhardt, Gina Schulz, Emma Shock, Kathleen Sitton, Carol Thompson  
**EXCUSED:** Virginia Benton, Jeremy Cuthair  
**ABSENT:** Adria Frietas  
**GUESTS:** Denes Tobie, Wipfli LLC  
**STAFF:** Eileen Wasserbach, Char Schank, Teresa Campbell, Tava Wilson, Chloe Jackson, Nita Emerson, Peter Tregillus

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- I. **Call to order:** Chairperson Kathleen Sitton called the meeting to order at 12:07 p.m. at the Ignacio School Administration Conference Room.
- II. **\*\*Agenda:** There were no additions to the agenda. Emma Shock moved to approve the agenda; her motion was seconded by (K.B.), all were in favor, motion carried.
- III. **Board minutes & Committee reports**
  - A. **\*\*Board of Directors May 04, 2017:** There are no changes nor questions. Kelly McCaw moved to approve the minutes; her motion was seconded by (C.T.); all were in favor; motion carried.
  - B. **Property Committee May 16, 2017:** Report accepted as information.
  - C. **Board Development Committee, May 19, 2017** – Report accepted as information.
  - D. **Image & Marketing Committee, May 25, 2017** – SUCAP will need volunteers for the Bayfield Fourth of July events. SUCAP Annual Duck Race looking for sponsors. Accepted as information.
- IV. **Old Business:**
  - A. **Board of Directors Election June 06, 2017**– The approved ballot of six candidates for the SUCAP board Election on June 6 includes Karla Baird, Jeremy Cuthair, Amber Harrison, Kathleen Lorenzini, Gina Schulz, and Kathleen Sitton. The election is to be held from 7AM to 7PM at the SUCAP Administration building. Members of the board are encouraged to vote on this day.
  - B. **Peaceful Spirit Division Director Selection Update** – Two applicants were interviewed. A second interview was scheduled with one of the candidates; unfortunately before the interview took place, the candidate declined to continue with process. The position is vacant again. SUCAP will get creative with advertisement of the position. Board suggestions are encouraged.

V. **New Business:**

A. **\*\*990 Presentation, Denes Tobie, Wipfli LLC** – SUCAP auditors, Wipfli LLC have completed the 2016 audit with minor changes approved by the SUCAP board at the May's meeting. Due date for SUCAP IRS return for 2016 has been extended to August 15, 2017. Ms. Denes Tobie, CPA with Wipfli presented both the audit and the Form 990. A copy of the SUCAP Presentation for both documents covering the year ending December 31, 2016 is on file. Dan Naiman moved to approve the SUCAP IRS Form 990 with changes, his motion was seconded by (K.L.); all were in favor; motion carried.

B. **\*\*HS Expansion Application** – HS program is submitting an application to the Office of Head Start requesting funds to expand their HS program. They are proposing to apply by the due date of June 16. There are currently 41 children on the Early Head Start waiting list, so we don't expect a problem in filling the additional slots if approved. HS will have to look for a location to put these extra slots and if they are unable to establish a location, the funds can be carried forward. The requested funds, including one year operational budget and one-time start up costs is \$849,093. Rocco Fuschetto moved to approve to the submittal of the application, his motion was seconded by (D.N.); all were in favor; motion carried.

VI. **Staff Financials:**

A. **Cash Flow/Financial Projections Report:** Report was accepted as information. Board was directed to CJ if they should have any questions.

B. **Indirect Cost Report:** Report was provided as information. There were no questions.

C. **Grant Termination:** CJ highlighted that the financial reports for the end of April represent 33.33% of the budget year. There are several grants coming to end as of 6/30/17 where some of those funds will be spent as of 6/30/17 in the TTA division; where funds are not completely spent, they can be carried over. Any other questions can be directed to CJ. Accepted as information.

D. **Ratios Information Sheet:** The nonprofit financial information sheet has been provided to the board for any questions the board may have. Accepted as information.

E. **Head Start Monthly Expenditure Report/Credit Card transactions:** Board reviewed report and accepted as information.


F. **Grant Tracking 2017** – The La Plata County/Core services has been awarded. This is one of the ongoing contacts. Both IHS Meth & Suicide Prevention Initiative applications have been submitted for PS/MST & YS. The SAMHSA application for Tribal Behavioral Health Planning has been denied. SUCAP was informed that the rating sheet will be provided explaining the reasons of denial.

VII. **Program Director Reports/Announcements/Miscellaneous Information-** Accepted as information.

Head Start Graduation was a success. EHS started June 01 and HS will start back up again on Monday, June 05.

YS camp is June 19 – 23, 2017.

Emma Shock moved to adjourn; her motion was seconded (K.B.); all in favor. Meeting adjourned at 1:08 pm.

A handwritten signature in blue ink that reads "Karla S. Baird". The signature is written in a cursive style and is positioned above a horizontal line.

Karla Baird, Secretary/Treasurer  
SUCAP Board of Directors

