

APPROVED

MINUTES
SUCAP BOARD OF DIRECTORS
November 3, 2016

Present: Karla Baird, Edward Box III, James Brown, Alex Cloud, Jeremy Cuthair, Rocco Fuschetto, Pamela King, Kelly McCaw, Dan Naiman, Shirley Reinhardt, Gina Schulz, Kathleen Sitton

Excused: Kathleen Lorenzini, Emma Shock, Carol Thompson

Absent: Angie Buchanan

Guests:

Staff: Nita Emerson, Eileen Wasserbach, Dennis Dahlke, Chloe Jackson, Teresa Campbell, Peter Tregillus, Peggy Iberg, Char Schank

- I. **Call to order:** Chairperson Kathleen Sitton called the meeting to order at 12:15 p.m. at the Ignacio Community Library.
- II. ****Agenda:** Item VI. A. has been moved up to go before III. Karla Baird moved to approve the agenda with changes; her motion was seconded by (J.C), all were in favor, motion carried.
- III. **Pamela E. King, Swear in Oath** – Tabled at this time due to possible conflict of interest.
- IV. **Board minutes & Committee reports**
 - A. ****Board of Directors October 6, 2016:** Dan Naiman pointed out the typo in III. D. to change from her to he. Kelly McCaw moved to approve the minutes with changes; her motion was seconded by (D.N.); all were in favor; motion carried.
 - B. **Image & Marketing Committee, October 04, 2016:** Accepted as information.
- V. **Staff Financials:**
 - A. **Cash Flow/Financial Projections Report:** The end of September we have total assets of \$861,634.58. I.H.S. award was received after that date, so current balance is higher.
 - B. **Indirect Cost Report:** Indirect Revenue to date is \$494,004.13; Carry Forward is \$43,944.86; Total is \$537,948.99 and the IDC expense to date is \$465,008.52. There is a small adjustment of .09 you will see in December.
 - C. **Grant Termination:** The point in the grant year has us at 75.00% of budgets. Central Admin spending is at 79.02%. Peaceful Spirit MSPI will carry forward a donation of \$750 and \$512 federal to PY 16. Head Start is at 77.21%. Youth Services is at 82.19%. MSPI, Drug Free Communities & NIYLP will carry forward to PY16. Unrestricted net assets will cover YS Americorps. Senior Center is at 77.91%. TTA is at 73.86% and Transit is at 76.51%. Peaceful Spirit is at 73.86% of

budget. IHS 638 Treatment Grant has been rec'd a total amount of \$1,072,106.00. Grand total expenses to date are \$5,856,514 with a 76.32% of total budget.

- D. **Head Start Monthly Expenditure Report/Credit Card transactions:** Board reviewed report and accepted as information. CJ explained there are late charges, interest & telephone payment fees being disputed at this time with Wal-Mart, due to Wal-Mart losing two of the three checks mailed in for last month's statement.
- E. **Grant Tracking:** PS IHS 638 has been awarded. SC Ofc. Community Services is currently pending. CSBG re-submitted for 2 year period. Central Admin Colorado Health Foundation application has been submitted and is currently pending for Behavioral Health Planning. There are no additional questions.

VI. **Old Business:**

- A. **50th Anniversary Party Update-verbal** – Event recap handout was provided to all in attendance. A complete financial report will be available next time. Silent Auction raised approximately \$2,300.00; Bucket Auction raised about \$75.00. Expenses are still being reconciled.
- B. **On-line Access to Board Materials update-verbal** – Teresa presented to the board members in attendance, accessing the board handbook on-line. The handbook was user friendly. Board members can go to the Table of Contents and click on the section and will be directed immediately. Each page also has return to Table of Contents button so one will not have to scroll back up to the Table of Contents page. Other areas on the website will be updated for board materials such as monthly approved minutes, etc. Teresa emphasized to the board the amount of work that the Board Development Committee put into the handbook and to making it available online.
- C. **Board Member Donations for 2017-verbal** – Just a reminder that is that time of the year for board members to get in their donations for 2017. Letters have been sent out to all board members with the exception of our new member.
- D. **Youth Services Division Self Assessment** – The summary of the Youth Services assessment was provided to all in attendance as a part of the meeting packets. The program's strengths, need for improvement and recommendations were compiled. The next step is for the YS staff and ED to develop an action plan to address the recommendations. When that is complete, it will come back to the board as information.
- E. **Road Runner Transit Self Assessment** – The summary of the Self assessment, findings and recommendations was provided to all in attendance. Per RRT assessment, it has brought to the division that communication and public awareness of the service are the toughest challenges they are currently facing. The public will be steered to the web page, Facebook and create fliers for driver to hand off to riders.

VII. **New Business**

- A. ****R. Dunton Resignation Letter** – The board was provided a copy of Mr. Raymond Dunton's resignation letter effective Monday, October 12, 2016. Gina Schulz moved to formally accept the resignation letter; her motion was seconded by (K.B.); all were in favor. It is at this time that a replacement of Vice-


Chairperson has been determined. Ms. Gina Schulz has accepted the role of Vice-Chairperson and Karla Baird has accepted the role of Secretary/Treasurer. Kelly McCaw moved to approve the roles of Vice-Chairperson & Secretary/Treasurer; her motion was seconded by (R.F.); all were in favor; motion carried.

- B. **Head Start Federal PROTOCOL Finding report** – Per the agenda, this item was listed as Approval Requested by board but is for information only. This report is the response for the Federal PROTOCOL Finding. HS/EHS Performance Standards require the board view this report. Accepted as information.

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

Alex Cloud informed board Mr. Andrew Frost has been appointed as the second Executive Officer for the Tribe, in addition to Ms. Ramona Eagle.

Gina Schulz moved to adjourn; her motion was seconded (K.M.); all in favor. Meeting adjourned at 1:14 pm.



Karla Baird, Secretary/Treasurer
SUCAP Board of Directors

