

APPROVED

MINUTES  
SUCAP BOARD OF DIRECTORS  
August 4, 2016

**Present:** Karla Baird, Edward Box III, James Brown, Raymond Dunton, Kathleen Lorenzini, Kelly McCaw, Shirley Reinhardt, Gina Schulz, Emma Shock, Kathleen Sitton, Carol Thompson (via phone)

**Excused:** Rocco Fuschetto, Dan Naiman

**Absent:** Angie Buchanan, Alex Cloud, Jeremy Cuthair, Beau Moore

**Guests:**

**Staff:** Eileen Wasserbach, Dennis Dahlke, Nita Emerson, Peggy Iberg, Chloe Jackson, Julie Goodman (on behalf of Char Schank)

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- I. **Call to order:** Chairperson Kathleen Sitton called the meeting to order at 12:08 p.m. at the Ignacio Community Library.  
  
**\*\*Agenda:** Gina Schulz, ELHI Site Coordinator has added to make announcements at the end of the meeting. Emma Shock moved to approve the agenda as presented; her motion was seconded by (S.R.), all were in favor, motion carried.
- II. **Board minutes & Committee reports:**
  - A. **\*\*July 7, 2016:** Kelly McCaw moved to approve the minutes; her motion was seconded by (E.B.III); all were in favor; motion carried.
  - B. **Image & Marketing Committee July 19, 2016:** Accepted as information.
  - C. **Wage Scale Committee July 28, 2016:** Board was informed that the comparative wage information was obtained from other employers in the region. SUCAP is within the ball park of compensation offered by other entities; the board was informed that the survey was completed as per policy. There were no concerns/questions.
- III. **Staff Financials:**
  - A. **Cash Flow/Financial Projections Report:** all accounts are on track with budgets
  - B. **Indirect Cost Report:** Board reviewed. No questions.
  - C. **Grant Termination:** The point in the grant year has us at 50.00% of budgets. Central Admin spending is at 51.57%. Head Start is at 53.61%. Youth Services is at 64.51%. Youth Services had a busy month in June. Senior Center is at 58.21%. TTA is at 51.31% and Transit is at 51.04%. Peaceful Spirit is at 47.50% of budget. Several TTA contracts show that they ended on 6/30/16; however most are still available for spending. On the Archuleta County Colorado Works contract, \$1,792 is left unspent is no longer available. Inter-city bus spending is above budget and is being closely watched. All other departments

are doing well and within budget.

- D. **Head Start Monthly Expenditure Report/Credit Card transactions:** Board reviewed report and accepted as information. The new Wells Fargo credit card statements were much easier to read and understand.
- E. **Grant Tracking:** The HS COLA increase has been awarded. Child Care Dev. Fund is pending. LPC/AC Core Services has been awarded. WS CASA began July 01. Monitoring Contract LPC for Peaceful Spirit has been awarded but has never been fully spent in the past. CO Works Archuleta County is re-awarded. The small incentive award for Title III is for the 2015-2016 Grant. The 2016-17 contract is just over \$70,000. Several TTA Contracts will begin in July.

#### IV. **Old Business:**

- A. **\*\*SUCAP 2015 Annual Report** – A copy of the Annual Report was provided to all board members presented and an electronic copy has been sent to those not present. James Brown moved to approve the SUCAP 2015 Annual Report; his motion was seconded (R.D.); all were in favor; motion carried.
- B. **La Plata County Fair Booth – August 11-14**– Board members were informed of SUCAP participating in the La Plata County Fair next week. A signup sheet for manning the booth was sent around. SUCAP Divisions will also participate in manning the booths.

#### V. **New Business**

- A. **\*\*Head Start ERSEA Policy Revisions** – Ms. Julie Goodman on behalf of Char Schank reviewed with the board the HS ERSEA Policy Revisions. HS applications will no longer be disbursed until the family meets with a Family Advocate. ERSEA policy revisions reflect the Recruitment; Re-Enrollment Process; Application Process; HS Selection Criteria areas. If there are any questions, Julie can be contacted. James Brown moved to approve the Head Start ERSEA Policy Revisions; his motion was seconded by (K.M.); all were in favor; motion carried.
- B. **MST Budget Cuts** – Board members were informed the MST program expense has exceeded the revenues specific to MST, and program income has been used to subsidize the service. We recently had a cutback to funding and have looked for ways to reduce spending without impacting program services. Therefore the lease for 620 Goddard Ave. has been terminated. The program will move before August 31 within an office in the Peaceful Spirit building.

#### VI. **Program Director Reports/Announcements/Miscellaneous Information-**

Accepted as information.

ELHI provided information regarding upcoming events: Ignacio Farmers & Artisans Market is coming to ELHI Community Center on Sundays starting August 21 through September 25.

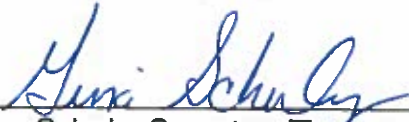
ELHI is beginning a permanent display to recognize those who serve and have served our community for their HONOR WALL. This will include Veterans, Police Officers, etc.

Handout provided to all in attendance.

Ignacio Branch of PINE RIVER SHARES is coming to Ignacio. Meetings will occur on Thursdays at the ELHI Community Center. They will be collecting school supplies for Ignacio students. First collection will take place at Family Dollar this weekend.

Dates to remember: September 24 – Board Retreat- Location TBD; October 07 – SUCAP 50<sup>th</sup> Anniversary. Stay Tuned for more information.

Karla Baird moved to adjourn; the motion was seconded (E.S.) and it passed. The meeting adjourned at 1:00 pm.



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Gina Schulz, Secretary/Treasurer  
SUCAP Board of Directors

