CCI Board Minutes

281 Sawyer Dr, Ste 200 Durango

October 25th, 2017

1:00 p.m.

**BOD Members present:** Jim Denier, Alexandra Rodriquez, Richard Siegele, Bob Conrad, Jenny Martinez, Anne Kernan Janice Moen

**CCI Staff present:** Laura Alsum, Tara Kiene, Shannon Kreusher

**Guests:** Janice Moen, Michelle , Mark Holdt

**Call to order and review agenda:**

**Other:**

1. The BOD has looked over Janice’s Board application
   1. Motion to accept – Anne
   2. 2nd – Bob
   3. Motion carried unanimously

**Consent Agenda: Minutes**

1. Motion to accept – Bob
   1. 2nd – Anne
   2. Motion carried unanimously

**Introduction of guests and public comment:**

1. Michele is with the auditing firm Fredrick Zink & Associates. She is here to present the 2016/2017 CCI financial audit
2. Mark Holdt is with Mountain Sage Consulting. He is giving a Fundraising Fundamentals training to the Board, after BOD meeting.

**Financials:**

1. Shannon presented September 2017 Financials
   1. On the Statement of Revenue and Expenses -
      1. We are three months in the fiscal year. Our actuals compared to the budget should be at 25%.
      2. We ended September with a surplus of $17,546.
   2. On the Balance Sheet -
      1. Operating cash (including Board Operating Reserves) increased by $64,332 from August 31st to $1,434,244. It is important to note that we received a duplicate payment from Medicaid of $96,859. So our cash is higher and we have a liability on the books for this transaction. The Medicaid processing company is supposed to be recouping this duplicate payment any day now.
   3. Our investment account at LPL Financial has a balance of $278,187. As of September, we have invested $250,000.
   4. On the YTD comparison to prior year-
      1. Comparing to the prior fiscal year, the revenue is down $48,553 or 3.57%. As already stated, the largest revenue item decreased in Residential PCA, however residential services is slightly up because Residential Host Homes has increased
      2. Some other large revenue decreases are in the Behavioral line item since we have another PASA provide this service and in the Targeted Case Management line item.
   5. Our operating expenses are down $18,874 or 1.44%. In alignment to the above revenue changes, Professional Services-Behavioral has decreased and Professional Services-Host Home is up. Also, total labor expenses are down $33,051.
   6. Other- Nothing major to report.
2. Wells Fargo savings account
   1. We currently have a savings account at Wells Fargo with the remains from our bond reserves on the building. We received notice that the account has been inactive and will soon be turned over to the state.
      1. As a stop-gap measure, Shannon deposited $10
   2. The account currently has over $18,000 in it
   3. Motion to close account and open one at Alpine by Bob and 2nd Richard with motion to carry unanimous
3. Motion to accept – Janice
   1. 2nd – Jenny
   2. Motion carried unanimously

**CEO Report:**

1. Tara requested volunteers for two Board committees
   1. Bob will serve on the Bylaws committee
   2. Janice, Richard, and Alexandra will serve on the Strategic Planning Committee

Audit Report:

1. Michele presented the audit and she gave kudos to Shannon and staff
2. Michele will send the opinion letter
3. Motion to accept – Janice
   1. 2nd – Bob
   2. Motion carried unanimously

**Adjourn:** 2:30pm and then the Board moved into a training session