



**There is more to me
than my disability.**
Community Connections

www.CommunityConnectionsCO.org
281 Sawyer Dr., Ste. 200, Durango, CO 81303
Main office phone: 970.259.2464
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cci@cci-colorado.org

Community Connections, Inc.
Board of Directors Meeting
August 25th, 2021
2:30-4:30pm
Microsoft Teams Virtual Meeting

Present: Sarah Kahn, Chairperson; Cynthia Sadler, Secretary; Janice Moen, Treasurer; Richard Siegele, Board Member; George Glass, Vice-Chair; Kicki Searfus, Board Member; Jim Denier, Board Member; Bob Conrad, Board Member

Absent: Alexandra Rodriguez, Board Member; Cathy Sykes, Board Member

Present from CCI: Tara Kiene, President/CEO; Laura Alsum, Executive Assistant to the CEO/President; Lisa Branner, VP of Marketing & Development; Shannon Kreuser, Chief Financial Officer (CFO); Jeff Newman, Director of Community Integration; Brian Russell, Residential Program Assistant; Larry Walton, Chief Financial Officer (CFO); Kylie Stradling, Early Intervention and Family Support Coordinator

Guests: Jennifer M

1. Call to order

- George Glass, Vice-Chair, called the meeting to order at 2:34pm and presided. Laura Alsum, Executive Assistant to the CEO/President recorded the minutes. A quorum of directors being present, the meeting proceeded with business
- George recognized Tara and her 20 years working for Community Connections. The BOD thanked Tara and stated how much they appreciate all her efforts

2. Introduction of guests and public comment

- Larry Walton introduced himself as the new CFO for Community Connections. He provided his background and is excited to join CCI
- Brian Russell introduced himself and is looking forward to joining these meetings
- Jennifer is a community member from Pagosa Springs and is wanting to know more about CCI
- Kylie Stradling introduced herself and is a CCI staff member

3. Action Item: Approval of Minutes

- **George Glass, Vice-Chair, asked if anyone opposed approving July 28th, 2021, minutes. No opposition raised. Minutes approved.**

4. Finance Committee

- Budget approval FYE 2022
 - Shannon Kreuser, CFO, and Janice Moen, Treasurer, provided an overview of the FYE 2022 Budget. They stated that management have worked very hard to make predictions in a very difficult time. The proposed budget has a \$11,059 operating deficit and a \$1441 overall surplus with investment income.



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● **A motion was made by Richard Siegele, Member, to approve the FYE 2022. The motion was seconded by George Glass, Vice-Chair, and passed by all.**

- Monthly Financials

- Janice Moen, Treasurer, provided an overview of the July FY 22 Financials
 - On the Statement of Financial Position (Balance Sheet) –
 - Looking at all the cash / CD balances, cash has decreased by \$29,862 since 6/30/21.
 - Accounts receivable has decreased by \$178,705.
 - Accounts Payable has decreased by around \$177,868. Prepaid expenses have increased by \$8,958. Last, we have a year-to-date operating deficit of \$24,838
 - The investment account has increased \$4924 since July 1, 2021.
 - On the Summary of Revenue and Expenses –
 - Did not address the budget variances because the budget on the statement is our revised FY21 budget since the FY22 has not been approved yet. What makes it a little more confusing it that we did revise the budget in FY21 so the budget figures in there from July-December are *close* to the actual figures in FY21 because Shannon only had to project January – June in the revision. This is why pages 2 and 3 are similar in variances.
 - We ended July with an operating deficit of \$24,838. We ended July with a total deficit of \$19,884 with our investment income.
 - On the YTD comparison to prior fiscal year
 - Comparing to the prior fiscal year, the revenue is down \$44,631. Medicaid revenue is down by \$39,499. Through Mid-July 2020, we were still receiving retainer revenue from the state to help the funding gaps due to the pandemic.
 - Total labor expenses are down by \$13,355.
 - Professional Service – Host Homes is down by \$18,369. We have fewer clients in host home settings.
 - Other operating expenses are down by \$10,617
 - Total expenses are down by \$44,154.
 - Operating deficit is close to neutral and up by \$478.
 - On the Summary of Revenue and Expenses by Program
 - The following departments ended the month with a surplus:
 - Case Management
 - SEP
 - HCA
 - FSSP



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1. The additional case management funding is helping. However, depreciation expense will start to impact this program in August because that is when most of the equipment was placed into service

➤ Residential

- **A motion was made by Cynthia Sadler, Secretary, to approve Financials. The motion was seconded by Jim Denier, Member, and passed by all.**

5. CEO Report

- Tara Kiene, CEO/President, did have a few updates to the CEO report.
 - Tara welcomed Larry to CCI and is excited to have him join our team.
 - Tara asked for the approval of the BOD to pursue a grant from Disability Barriers, for the Fund Development Committee. The grant requires BOD approval. Tara gave an overview of a Grant.
 - **A motion was made by Bob Conrad, member, to approve moving forward with the grant funding request. The motion was seconded by Richard Siegele, Member, and passed by all.**
 - The BOD meetings are recorded and are included in the BOD packet information for anyone who wants to go back and review prior meetings.

6. Mission and Vision Review

- Tara Kiene, CEO/President, provided an overview of the Community Connections Mission and Vision.
 - Tara led a discussion on what the BOD felt is good that CCI does and who benefits from CCI. What is our purpose?
 - Janice stated that she feels we do a lot of good for our community and those that we serve since our clients can be part of it.
 - Sarah feels that everyone benefits. This includes the intention of equalization for all, that all members count and are integrated.
 - Bob stated family and friends of the clients are part of that community.
 - Brian feels that matching the needs of our individuals feel like they're truly a part of the community. Our clients are motivated to work and develop into strong and dedicated employees, who are matched with jobs that fit their talents.
 - Jeff feels that each person has their own autonomy, empowerment and rights that are to be honored, and that CCI can show leadership in the way to provide support so this can happen.
 - Tara led a discussion on what does the future look like if we succeed in our mission. What do we want the world to look like as the result of our work?
 - That people with disabilities are 100% included and there is justice in a way that proves every life matters.



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- Tara has homework for the Board.
 - Assess the Community Connections Mission Statement using the “Attributes of a Useful Mission Statement” grid. The link to the grid is <https://drive.google.com/drive/folders/1xISUEtt7y-yo9ITocJjFe3JbD6wl-8Ey?usp=sharing> and send results to Tara Kiene, tara@cci-colorado.org
- The Board discussed whether the current statements need to change to reflect that CCI is serving the disability community at large now, rather than just those with Intellectual and developmental disabilities.
 - The BOD decided that more time is needed to reflect on these changes until they understand the full impact of expanding our population.

7. **Board Terms and officers 2021-22**

- Sarah Kahn, Chairperson, led a discussion with the Board about renewing Cynthia Sadler, Treasurer, and Janice Moen, Treasurer, Officer terms.
 - Janice and Cynthia are willing to continue with their Officer terms.
- **A motion was made by Richard Siegele, member, to approve Cynthia Sadler to continue as CCI Board Secretary. The motion was seconded by Bob Conrad, Member, and passed by all.**
- **A motion was made by Richard Siegele, member, to approve Janice Moen to continue as CCI Board Treasurer. The motion was seconded by George Glass, Vice Chair, and passed by all.**

8. **Board education: Person Centered Thinking**

- Jeff Newman, Director of Community Integration, provided an overview and information on Person Centered Thinking (PCT). This training is usually a 2-day training, so Jeff provided just an introductory synopsis.
- PCT starts with the presumption that each individual has their own desires and wishes in life. It is up to us to honor this and determine the roles and responsibilities, and ways to provide supports.
- Jim questioned how our liability might limit us in using this system.
 - Jeff stated that we can prevent liability by informing clients of risks and offering supports in minimizing these risks. We also can start by talking with clients about the rights they have and how we can help support their goals.
- Sarah asked how to start a conversation.
 - Jeff states he informs an individual on their rights. Sarah recommended the Board be knowledgeable on the Rights of Individuals with Intellectual and Developmental Disabilities. Jeff provided a link to client rights and Sarah will be emailing that link to the BOD.

9. **Other**



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Regular session adjourned at 4:19 pm

Respectfully submitted,
Laura Alsum, CEO/President Executive Assistant

Board of Directors Secretary Approval:

Cynthia W Sadler

Cynthia W Sadler (Sep 27, 2021 10:03 MDT)

Cynthia Sadler






2021-8-25 BOD Meeting Minutes

Final Audit Report

2021-09-27

Created:	2021-09-22
By:	Laura Alsum (laura@cci-colorado.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJ3WrZ_jkL6qmcalE9_NK4zgZnqGbVrK3

"2021-8-25 BOD Meeting Minutes" History

-  Document created by Laura Alsum (laura@cci-colorado.org)
2021-09-22 - 9:37:46 PM GMT- IP address: 206.123.203.18
-  Document emailed to Cynthia W Sadler (cynthia.sadler@cci-colorado.org) for signature
2021-09-22 - 9:38:17 PM GMT
-  Email viewed by Cynthia W Sadler (cynthia.sadler@cci-colorado.org)
2021-09-27 - 4:02:33 PM GMT- IP address: 72.249.226.68
-  Document e-signed by Cynthia W Sadler (cynthia.sadler@cci-colorado.org)
Signature Date: 2021-09-27 - 4:03:15 PM GMT - Time Source: server- IP address: 72.249.226.68
-  Agreement completed.
2021-09-27 - 4:03:15 PM GMT