**Minutes**

**BOARD OF DIRECTORS MEETING**

**Via Google Meet**

**Thursday, March 10, 2022**

**10:00am-11:30am**

**Join Google Meeting: meet.google.com/ist-nzti-vib**

**Present: Dave, Barbara, Karen, John, Carol, Raul, Al, Brenda, Tabatha, Jennifer**

Meeting starts at 10:03 am

OLD BUSINESS

* New Board Members – updates on recruitment; Julie won’t be on this meeting; Tabatha will follow up with Andrea from Delta Methodist; Annette Pretorius possibility; Maria Forster and Alice Marie-Slaven – Brenda will contact
* Review and approve [minutes from previous meeting](https://docs.google.com/document/d/12euKKxI5dbJ21MG6WsWR5Hsjo-BFIQcKqQ915H0PwXU/edit?usp=sharing)

10:09 AM – Al moves to approve minutes; Raul seconds; all in favor

* Review of [BOD action items](https://docs.google.com/spreadsheets/d/1AhR9o35cA4BaCZ2bYMs9kFE3Nhs5Zgm0/edit?usp=sharing&ouid=105547096092108783500&rtpof=true&sd=true) and projects from previous meetings
* **ACTION ITEM:** BOD action items added from January
  + Still interested in inviting Police Department liaison?
  + **ACTION ITEM:** (Brenda) River Valley – 15 minutes at Board meeting
    - Identification
    - What we as an organization can do for intervention
    - Extent of problem in this area
    - Special Meeting
  + Help with donor lists – still in progress; updating old phone numbers; interested in email
  + **Action item:** John Coombe will take on 25 (Jen will resend list and talking point); make notation in updates; Barbara will also help make phone calls
* Work out consultant to the board protocol & and distribute to potential Consultants – communicate and honor consultants; Define the role, how we communicate and honor, how they can stop being a consultant 🡪 **Action Item:** Outreach Task
* Powerschool access – if parents are willing to give credentials then we can monitor
* Therapist meetings – **Action Item:** RauSl will send dates to staff for Outreach
* Parent/Teacher conferences – Montessori and other schools in Delta County Schools – Faculty meetings before school starts

NEW BUSINESS

* Survey (Dave)
  + - **ACTION ITEMS:** Community and Client Feedback; Gather information
      * Be aware of Negativity Bias – look for positives
    - **ACTION ITEM:** Dave send sample survey
* Decide next meeting format, i.e. “in person” or virtual
  + Plan for future meetings in person/ hybrid
* Volunteer/Mentor info meeting March 31st @5:30pm at Cleland Park
* Clear protocol for volunteer drivers
  + background check – Driver’s versus Fingerprinting
  + Drivers license
  + Proof of insurance
  + **ACTION ITEM:** Check with the insurance company with a list of details regarding
* Credit card/leasing
  + Loan or business document requires individual financials; Ask for an exception for an organization with successful printer; Who will put financials down for bank account or other financial billing;
  + Alpine Bank would need minutes and name of signers – Review at Annual Board Meeting
* Review liability insurance for BOD
  + Executive Policy review: 3rd Way Center in Denver; talked to their office administrator; referral to insurance advisor; attempted to generate contact with insurance advisor to help us shop and look at organization and give extent of coverage; 2nd point exclusion and limitations piled on at the end

**ACTION ITEM:** Jen, Tabatha and John will confer

* Adding more board members progress – discussed earlier
* Honoring and communicating with consultants??? Parks, Lance, etc.
* EHR Update
  + Date by which we can implement – July 11th; Contact John Hickam for help
* Office Manager: 2 good candidates; 30 hours per week; arrange second interview

Outreach Committee:

* Grants update
  + Upcoming grants; received grants; upcoming RoundTable with CRC
* Annual Fundraising event- in person? when?
  + Big B’s
  + Alpine / Delta Events
  + **ACTION ITEM:** Barbara get together with Jen for fundraising event
* Contacting donors and collecting emails- progress; any feedback?

Organizational Excellence Committee:

* Review of Financials
  + Balance Sheet – looks great
  + Year to Date – Income and Expenses falling right into budget
* Introduction of achievement graphs to reward excellence
  + Al’s spreadsheets on productivity and achievements for staff
  + Narrowing down kinks and simplifying system
  + Show staff how much work achieved and progress

Clinical Committee:

* Introduction of new behavioral health professional- Cortni Crawley

Grandparents meeting next month: Monday April 4th 10:00 am Mocha Joe’s

JVD and Brenda at the same adoption hearing – celebrate JDV and support departure

Dan Gray – mentored 3 teenagers, difficult cases; severe brain injury; how do we support and help his family;

OPEN ITEMS

Next Board Meeting: May 12, 2022 10AM at Delta Methodist Church

Adjourn 11:48 AM