



INSPIRATION FIELD

Board of Directors Meeting Minutes

May 4, 2015 - 11:30 a.m. at

612 Adams Ave., Tiger Field Room, La Junta, CO 81050

MEMBERS PRESENT

Jim Clawson, President
John Gallegos, Vice President
Midge Cranson, Treasurer
Candi Hill
Melvina Skinner
Michael Matthews
John Haberman
Steve Berg
Helen Hollar

MEMBERS ABSENT

Margie Gardner

NON-MEMBERS PRESENT

Johnnie DeLeon, Chief Executive Officer
Barb Manchego, Nurse
Caitlin Coffield, Community Relations Director
Kidron Backes, Day Program Supervisor
Carl Mossman, HR Director
Joni Stevens, Adult Services Director
Joseph Archuleta, SLS Supervisor
Ryan Denahy, Community Supports Director
Sharon Church, Case Management Director
Rosa Salo, Chief Financial Officer

Call to Order

President Clawson called the meeting to order at 11:39 a.m.

Public Comment

- DeLeon officially welcomed Candi Hill and John Haberman to the Board of Directors. Hill and Haberman both shared some background about themselves with the board.

Minutes

Motioned by Cranson and seconded by Hollar and carried unanimously to approve the Minutes of the Board of Directors Meeting held April 6, 2015.

Financials – March 2015

Salo reviewed with the board the March 2015 Income Statement and Balance Sheet and explained the items of interest, which are highlighted with corresponding footnote explanations.

Fees for Medicaid Funded Services - Salo indicated the monthly revenue variance was \$45,008.48.

Salaries + PTO – Salo indicated expenses were \$15,795.55 under budget. We had twenty-two full-time vacancies at the end of March 2015.

Rent/Utilities – Salo indicated the monthly revenue variance was \$5,245.46 under budget which includes \$5,606 in quarterly utilities reimbursement from 3 housing corporations.

Building/Equipment Maintenance – Salo indicated the monthly revenue variance was \$8,653.68 under budget and included \$9,393 in quarterly building maintenance reimbursement from 3 housing corporations.

Computer Supplies – Salo indicated the monthly revenue variance was \$12,464.19 over budget and included \$11,854 for new accounting software; \$2,910 for additional cameras in the main building.

Other Expenses – Salo indicated the monthly revenue variance was \$5,361.58 over budget and included \$11,732 in client dental and vision services.

Salo indicated we ended March with a monthly net income of \$75,782.64, and a Year to Date net

income of \$283,135.45.

Salo reviewed the Balance Sheet as of 3/31/15. I.F. Cash Accounts were at \$266,040.80 and our Operating Account was at \$636,709.49. Restricted Funds – Building Fund Money Market was at \$48,297.39; Designated Funds for Building/Equipment/Maintenance was at \$21,372.10; and Designated Funds for the Vehicle Maintenance Facility was at \$236,071.72. Two vehicles were purchased in March for a total of \$60,250.00. Total Current Liabilities were at \$452,378.92. Long Term Liabilities were at \$2,407,077.23. Current Year Retained Earnings were at \$283,135.45. Total Current Liabilities were at \$452,378.92. Long Term Liabilities were at \$2,859,456.15. Current Year Retained Earnings were at \$283,135.45.

Motion was made by Skinner and seconded by Matthews and carried unanimously to approve the March 2015 Financials.

Human Resources Report – Carl Mossman

- Mossman reported that in April we had nine new hires, and ten resignations.
- Mossman reported there was an Open Interviews Session on April 7th in Rocky Ford with six applicants who participated and one will be hired.
- Mossman reported that an Open Interviews Session was held in Rocky Ford on April 14th and had 11 participants attend.
- Mossman reported we will have another Open Interviews Session on May 5th here at the building, and one in Las Animas at New 2 You on May 12th.
- Mossman reported that the next New Hire Orientation will be on May 18th.

Adult Services Director Report – Joni Stevens

- Stevens reported that we lost seven staff in less than one week and they are currently working hard to find more new staff.
- Stevens reported that Special Olympics has started with Track and Field. This weekend a group will be participating in Colorado Springs.
- Stevens reported that the Special Olympics will be traveling world-wide and will be going through La Junta carrying the torch. Stevens hopes to get the agency involved.
- Stevens reported that Bocce Ball will be started this month as a part of Special Olympics as well.

Director of Community Supports Report – Ryan Denahy

- Denahy reported sales in March for Global Treasurz La Junta at \$26,247 and includes a bulk thrift sale of \$3,348 and Rocky Ford at \$5,881. This is \$11,223 greater than March of last year. Year to date in 2015/2014 is a positive \$43,562 compared to last year.
- Denahy reported they received a quote from WeatherSure out of Denver for the roof at Global Treasurz La Junta. They received quotes on short term repair and replacement. A repair will cost \$9,250 (additional expense of approx... \$1,500 for pavers not included). A replacement will cost \$90,230.
- Denahy reported they will be contacting additional companies for quotes as well.

Case Management Director Report – Sharon Church

- Church reported there were no new enrollments into the SLS Medicaid Waiver during the month of April. Case Management is currently working on four intakes for potential enrollment into the SLS waiver.
- Church reported there was one new enrollment into the DD Waiver during the month of April and no terminations.
- Church reported there were eight referrals for Early Intervention services during the month of April. The average enrollment during April was twenty-eight.
- Church reported that Armijo and herself have been invited to attend Tele-Health training pilot this

week in Pueblo which will explore delivering Early Intervention services long distance through Skype. They are also attending the annual Early Intervention Statewide meeting on May 13th and 14th.

- Church reported there was a mailing sent out to families in the Family Support Program providing them with an opportunity to apply for additional family support funds due to additional undesignated funding that must be used prior to the end of the fiscal year.
- Church reported Case Management is hosting the annual Kickball Game on Tuesday, May 19th at Veteran's Field from 9:30 am to 12:00 pm.

Community Relations Director – Caitlin Coffield

- Coffield reported that our Cinco de Mayo Celebration was held this past Saturday, May 2nd and believes it was a successful event. Final numbers will be ready by the next board meeting. Coffield thanked all the volunteers who helped plan for and work the entire event.
- Coffield reported that the 30th Annual Gobin's-Davis Golf Tournament will be held this coming weekend.
- Coffield reported the annual Board Planning Session will be the week of July 12th and we will be staying at the DoubleTree at the Hilton in Breckenridge, CO.

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon reported a potential conflict of interest with having Matthews return for the second year to help clear the rocks of the parking lot. **InspirationField** will contract with Matthews for \$125.00. Any additional hours will be paid at \$25 an hour.
- DeLeon thanked Hill and the La Junta Tribune-Democrat for their 4th year as the Title Sponsor of our Cinco de Mayo Celebration. DeLeon thanked Caitlin, Ryan, Sharon, Rosa, Joni, Julia, Joseph, Kidron, Glenn Parker, Jason Gallegos, and Marcie Aguilar for all their hard work.
- DeLeon thanked the Cinco de Mayo Celebration Team for all their hard work in planning the day.
- DeLeon thanked the board members and all the volunteers who helped with Cinco de Mayo as well.
- DeLeon reported the annual Gobin's-Davis Golf Tournament is this coming weekend. Golfers are low this year with only having 78 instead of 96. DeLeon thanked Clawson for being instrumental this year.
- DeLeon reported the Board Planning Session is July 12th-July 14th.
- DeLeon presented Cranson with a signed banner from all the individuals and staff as a goodbye gift from the board. DeLeon also shared an IF statue that Cranson will receive when it's ready and he also shared a PowerPoint with pictures of Midge. DeLeon thanked Cranson for her 15 years of service.

The board adjourned the meeting at 12:16 p.m.

The next scheduled meeting will be, **Monday, June 1, 2015 at 11:30 a.m.**
at **InspirationField**, 612 Adams Avenue, La Junta, CO.

Respectfully, submitted by Caitlin Coffield, Community Relations Director.

Caitlin Coffield, Community Relations Director

Melvina Skinner, Secretary

Jim Clawson, President