

**MINUTES**  
**SoCoCAA BOARD OF DIRECTORS**  
**Board Meeting**  
**August 1, 2019**

|                 |   |
|-----------------|---|
| <b>PRESENT:</b> | Karla Baird, Doug Little, Kathleen Sitton,  |
| <b>EXCUSED:</b> | Diana Briar, Betty Jo Quintana, Emma Shock, Carol Thompson                                |
| <b>ABSENT:</b>  | Edward Box III; Amber Harrison  |
| <b>GUESTS:</b>  |   |
| <b>STAFF:</b>   | Nita Emerson, Dawn Farrington, Chloe Jackson, Lori Niewold, Kathryn Valencia, Tava Wilson |

*The agenda and action items were not approved due to not having a quorum for the meeting.*

- I. **Call to order:** Chairperson Kathleen Sitton called the meeting to begin at 12:13 p.m. at the Ignacio Town Community room.
- II. **Roll Call:** All board members as noted above were in attendance.
- III. **Agenda:** Agenda was accepted for the meeting to continue without approval.
- IV. **Board Minutes & Committee Reports**
  - a. **\*\*Board of Directors July 11, 2019:** The board minutes were reviewed but could not be approved due to not having a quorum.
- V. **Old Business**
  - a. **Duck Race (verbal update):** Nita Emerson verbally updated the outcome of the Duck Race. Total ticket sales were approximately 138 tickets. Winners of the Duck Race were announced on SoCoCAA website and Facebook page. All but two winners picked up their cash prizes. Discussions regarding next year will take place with the management team.
- VI. **New Business**
  - a. **\*\*Bus Cleaning:** An RFP was recently advertised to ensure we are getting the best quote/company for the service we need. Therefore our current bus cleaning company has been cleaning the coach 7 days per week and we request the board to vote to approve Earthly Treasures to maintain them due to no other RFP responses were received. Earthly Treasures' owner is a spouse to RRT bus maintenance company. This agenda item will be taken to the full board via email later this week.

- b. **\*\*Bus Maintenance:** Thumper responded to the RFP for maintenance contractor position and is currently servicing our buses. We are asking the Board to approve Thumper to continue their maintenance services after the fact that both Earthly Treasures and Thumper are husband and wife businesses. This agenda item will be taken to the full board via email later this week.
- c. **\*\*Re-assignment of Dale:** The Finance Committee recommends the re-assignment of Dale Valencia as Program Aide at the Senior Center be ratified by the full board. This agenda item will be taken to the full board via email later this week.
- d. **\*\*Assignment of Hugo Vega as Interim SC Director:** The Board has been requested to vote to have Hugo Vega serve as the Interim Division Director for the Senior Center. This agenda item will be taken to the full board via email later this week.
- e. **\*\*Old HS Modular:** SoCoCAA has an opportunity to acquire the triple-wide old HS modular to be moved to our vacant lots on Goddard for a "reduced" rate. We will need to have a permanent foundation built for it to sit on as per town codes. An approval from the board has been requested. This agenda item will be taken to the full board via email later this week.
- f. **\*\*Wage Scale 2019:** The Finance Committee has recommended approval from the full board for the 2019 Wage Scale to reflect the 2019 Minimum wage change. This agenda item will be taken to the full board via email later this week.
- g. **\*\*Temple Hoyne Buell Grant:** Temple Hoyne Buell has been identified as a potential funding source for IELP. The board has been requested to provide approval to apply for this grant by September 1. Discussion with Melanie to determine best or most need area for funding. This agenda item will be taken to the full board via email later this week.
- h. **\*\*LPEA grant:** This grant requests for board approval to submit for approximately \$23,000.00 (costs will be determined based on quotes). This agenda item will be taken to the full board via email later this week.
- i. **\*\*Census grant:** Another funding opportunity to apply for, for promoting 2020 Census among hard-to-count communities that also includes those families with children under the age of 5. This is a project that can be taken on by most divisions with TTA staff being more involved. We would ask for funds to hire a Program Coordinator as well. More information on this grant will be provided to the board once the NFA comes out. This

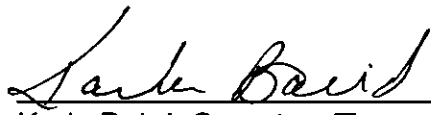
agenda item will be taken to the full board via email later this week for approval.

- j. **\*\*Hire Hannah Nusz:** Ms. Hannah Nusz has completed the interview process and we would like to offer the MST Counseling Supervisor position to her. Full board approval has been requested to hire. This agenda item will be taken to the full board via email later this week.

**VII. Staff Financials:**

- a. **Cash Flow/Financial Projections Report:** The end of June we have total assets of \$908,830.48; Bank Deposits of \$409,214.41; Accounts Payable (\$107,025.15); All Payroll (\$168,633.33). If SUIT approves back to September would be good. Discussion with Matt will need to occur.
- b. **Indirect Cost Report:** Indirect Revenue to date is \$170,073.15; Carry Forward is \$31,637.00; Total available is \$201,710.15 and the IDC expense to date is \$213,994.40. The Total Revenue over expenses is under \$12,284 with a \$19.24 adjustment.
- c. **Grant Termination:** The grant year has us at 50.00% of budgets. Central Admin spending is at 55.94%. IELP is at 48.85%. Youth Services is at 56.42%. YS CHC is at 50.13%. Senior Center is at 53.02%. Peaceful Spirit is at 64.66% of budget. RRT is at 60.54%. TTA is at 50.05%. Misc. Gaming spent is \$7,122. Grand total expenses to date are \$2,042,546 which is 57.82%.
- d. **Financial Ratios:** Board reviewed and accepted as information.
- e. **Credit Card transactions:** Board reviewed report and accepted as information.
- f. **Grant Tracking 2019** – Grant tracking was accepted as information.

Meeting adjourned at 1:37 pm.

  
Karla Baird, Secretary/Treasurer  
SoCoCAA Board of Directors