



InspirationField Board of Directors Meeting Minutes

September 12, 2022 / 1:00 pm

612 Adams Avenue, La Junta, CO / Tiger Field Room

1. Call to Order

President McIntyre called the meeting to order at 1:08 pm.

2. Roll Call

There were sufficient members for a quorum.

A. Members Present

Elaine McIntyre, President

Danny Yost (by phone), Vice President

Margie Gardner, Secretary

Pat Finkner (by phone), Treasurer

Nate Clem

B. Members Absent

Jenny Snyder, Steve Berg

C. Staff Present

Johnnie DeLeon, Caitlin Coffield, Cameron Salzbrenner, Nicole Baylor, Kirsten Bonds, Brittany Baylor, Niki Liddle, Brian Gauna, Connie Wilson

3. Public Comment

- N. Baylor announced that a DSP is in the hospital having her baby. N. Baylor received a call on Friday morning that James S. from South 6th was not doing good. He was placed on Hospice about a month and half ago. James S. did pass away on Friday 09/9/2022.
- Yost reported that this is homecoming week and provided the dates of when the games are being played.
- DeLeon reported that Coffield had submitted her resignation and stated that Caitlin is going to work for CDPHE monitoring grants and will be able to work from home. He introduced Connie Wilson, program aide, who will fill in for Caitlin until a replacement is found

4. Approval of Minutes

Motioned by Finkner and seconded by Clem and carried unanimously to approve the August 1, 2022 meeting minutes.

5. Approval of Financials

Salzbrenner reviewed with the board the August 2022 Income Statement and Balance Sheet and explained the items of interest, which are highlighted with corresponding footnote explanations.

Fees for Medicaid Funded Services – See attached MW Resources count for billable resources.

Public Support-Contributions/Fundraisers – Includes \$1001 from Poker Run and -\$2841 from SECOM Golf Tourney. A question was asked about the final total from the SECOM event. Salzbrenner stated that at this time he did not have a final total.

5 Star Automotive Services – Closed effective 04/14/2022.

Other Revenue – Budget includes \$223,000 in possible grants, thus we will show a substantial loss here until grants are awarded.

Salaries & PTO – Includes 19 FT vacancies (14 DSP & 5 Admin).

Staff Development/Staff Travel - Board Planning Session @ Blackhawk, CO

Vehicle Fuel & Maintenance – Repairs & maintenance fully outsourced (\$5129) & Increasing fuel costs (\$4731).

Insurance – Includes \$22,371 for Annual Entertainment, D&O, Umbrella, EE Dishonesty, Personal Needs & Cyber Liability Policies

We ended July with a monthly net loss of \$52448.70 and a Year to Date loss of \$52448.70.

Salzbrenner reviewed the Balance Sheet as of 7/31/22. I.F. Cash Accounts were at \$711,287.37 and the Operating Account was at \$1,442,957.47. The Designated Funds for Building/Equipment/Maintenance balance was at \$68,8341.53, the Designated Funds for Vehicle Maintenance Facility was at \$7,900.49, and the Designated Funds for the Global Treasurz Building Expansion balance was at \$64,265.74. Total Current Liabilities were at \$1,060,953.37. Long Term Liabilities were at \$1,302,144.55. Current Year Retained Earnings were at (\$52,448.70).

Motioned by Yost and seconded by Finkner and carried unanimously to approve the August 2022 financials.

6. Department Updates

Human Resources Director Report – Kirsten Bonds

- Bonds reported that we had two terminations in the month of August..
- Bonds reported that we had two new hires in August.
- Bonds reported that the turnover rate for August was 2.4%; YTD, 16.7%.
- Bonds reported that Regina has taken over payroll completely
- Bonds reported that her filing is up to date and her cabinets are cleared off. Regina helped with this project.
- Bonds reported that there will be a good size hiring event held at Otero Junior College.
- Bonds reported that things are going good.

Adult Services Director Report – Ryan Denahy

- N. Baylor reported that she had spoken to Denahy and he had nothing to report.

Community Support Director Report – Nicole Baylor

- N. Baylor reported that Global sales for May were \$11,058.37 which was a decrease of \$673.08 from last year.
- N. Baylor reported that Global sales for June were \$9,910.51 which was a increase of \$995.84 from last year.
- Baylor reported that the Bocce Olympics went well. There was 1- 1st place, 2 -3rd place and 2- 4th place medals.

- Baylor reported that Bowling will be the next Olympic to be held and has been working on a place to practice.
- N. Baylor reported that there will be a COVID-19 and Flu Clinic on October 20, 2022

Case Management Director Report – Brittany Baylor

- Hired two new staff, one as a Case Management Aide (Kristi Bohrer) and the other as a Case Manager (Aimee Lamere) to act as the Liaison to Otero County DHS.
- Planning the transition of CMA's to Otero Department of Human Services on October 3, 2022, pending the contract being finalized. Just waiting on the Attorneys and then signatures from both parties.

Community Relations Director – Caitlin Coffield

- Coffield asked the board to help sell the tickets for Monster Bash - theme is Lights out Frights outs. Tickets are \$13.00 in advance and \$ 15.00 at the door, or they could sell a table of 8 for \$200.00.
- Coffield reported on the activities for Staff appreciation week: Monday: Icee's Popcorn & Pretzels, Tuesday: All staff meeting Potato Bar Lunch and Jacket Giveaway, Wednesday: Thank you & Gift cards, Thursday: Happy/Social hour Cornhole and snacks..

Chief Executive Officer Report - Johnnie DeLeon

- DeLeon reported that the annual camping trip was a good time. The place was nice, but not worth the money as anything that the group wanted to do was an extra charge. All the individuals had a good time and missed the river rafting. A couple of the individuals tested the water and found it to be too cold.
- DeLeon reported that the Case Management transition to Otero County DHS that has been in the works for a year now with a due date of 6/30/24 is about completed and it was decided to opt out early. He and B. Baylor have been working on this for about a year now, as there have been various hold ups along the way, which has been resolved. The contract was submitted, everyone was happy with it and a letter has gone out to the families to let them know what is going on.
- DeLeon reported that the Alliance Conference went well. DeLeon had a lot of inquiries about the transition and how it was being handled. DeLeon let them know that if they had questions to let him know and we would help them out.
- DeLeon reported that he had a drug testing policy that needed to be presented to the board, but he had not received the lawyer's approval for it. This will be tabled until the next board meeting.
- DeLeon reported that the appraisal for the building's loan was completed as of 8/26/2022. The 612 Adams building was appraised for \$6.8 million. The actual appraisal document is 205 pages. Before the papers can be signed we are waiting for the settlement agreement that has not come through as of yet. We need to get a lien release from the current bank (Great Western Bank) so the new bank can be placed as the lien holder.
- DeLeon reported that the house on South 7th has been on the market for 3 weeks and it has been shown 3 times. The last person that saw the house has put in an offer for \$120,000.00. This is lower than the asking price of \$139,900.00. When the house was listed, it was determined to list it lower as there is a lot of work that needs to be done. After a discussion it was decided to do a counter offer for \$132,000.00 in hopes that the potential buyer will co-counter with \$130,000.00. Motioned by Finkner and seconded by Yost and carried unanimously.
- DeLeon asked if the motion can be amended to give him authority to counter the offer if the potential buyer goes lower than the \$130,000.00. It was decided that the motion will not be amended, but addressed further in a special meeting that will be held on 9/15/2022 @ 10:45 am, which is needed to address the refinancing on the 612 Adams building loan. .

President of the Board - Elaine McIntyre

- McIntyre reported that she had not done any volunteer work as of yet, but had heard that Clem had received a signed football when he went to the Broncos training camp. McIntyre presented Clem with an acrylic box for the football.

8. Meeting Adjourned

The meeting was adjourned by Elaine McIntyre at 2 pm. No executive session was needed.

The next scheduled meeting will be October 3, 2022 at 1:00 pm in Tiger Field.

Respectfully, submitted by Connie Wilson, Program Aide.

Connie Wilson, Program Aide

Elaine McIntyre, President

Margie Gardner, Secretary