

Rocky Mountain Development Council, Inc.
Board of Directors' Meeting
September 26, 2024, 3:30 p.m.
Neighborhood Center Card Room/Zoom Conference Call

Members present: Dannai Clayborn, Susan Geise, Andy Hunthausen, Trever Kirkland, Teri Lilletvedt, Erin Lyndes, Daniel Pocha

Members absent: Kate Anderson, Bruce Day, Jerry Loendorf, Bob Mullen, Lindsey Richtmyer

Others present: Sarah Adydan, Rod Applegate, Hayden Behm, Laura Craft, Mindy Diehl, Diane Edgar, Joanna Halland, Lori Ladas, Samara Lynde, Jim Marks, Kathy Marks, Liz Mogstad, Ashley Peña-Larson, Tom Robel

Call to Order/Roll Call: The meeting was called to order by Trever Kirkland at 3:30 p.m. and a quorum was present. Daniel Pocha invited everyone to the Last Chance Pow Wow, which will be held this weekend in Helena.

Approval of Minutes

Daniel Pocha made the motion to approve the August 29, 2024, Board of Directors' meeting minutes and the July 25, 2024, Finance Committee meeting minutes as presented. Andy Hunthausen seconded, and the motion passed unanimously.

Director's Report – Lori Ladas

Lori reported that Rocky is fully staffed. She mentioned a couple issues with the Neighborhood Center building, including leaks in the concrete pad in front of the building that have led to water in the boiler room and recurring issues with the elevator. Included in packets this month was a planning letter from Pinion, explaining the process for the retirement plan audit. Lori provided an update on the Our Redeemer's Lutheran Church project. Rocky is waiting for a response from its most recent letter. Rocky staff met with representatives from the City of Helena to discuss funding possibilities for the project.

Lori referenced the updated Executive Director Succession Plan that was included in packets. With Rocky's transition to outsourcing some financial tasks to WIPFLI, the position of Finance Director is no longer held by an individual at Rocky. The previous Succession Plan listed the Finance Director as the person to step in during the absence of Rocky's Executive Director. The plan has been updated to name the Operations Director as the successor to the Executive Director position.

Susan Geise made the motion to approve the updated Executive Director Succession Plan. Andy Hunthausen seconded, and the motion passed unanimously.

FY24 Rocky Audit Entrance Conference – Laura Craft and Sarah Adydan, Pinion

Laura Craft and Sarah Adydan from Pinion were introduced, and they noted that they'd also met with the Finance Committee earlier today to discuss the service agreement and fees for the upcoming audit. Part of the discussion included changing the status of three housing entities to reviews instead of audits or compilations. These are properties owned by Rocky without an outside limited partner. This change would reduce the cost and testing would be limited for those three

entities. Pinion staff noted that Rocky's HUD properties have higher audit fees, due to additional reporting requirements, and that the audit for Eagle Manor II has a higher cost due to the transition of Pinion taking over that audit from Eide Bailley. The Finance Committee recommended approval of the K-Coe and Pinion service agreements, along with the change of status for Eagle Manor III, Pheasant Glen, and Ptarmigan to reviews.

Susan Geise made the motion to approve the K-Coe and Pinion Service Agreements, as well as the change of status for Eagle Manor III, Pheasant Glen, and Ptarmigan to reviews. Daniel Pocha seconded, and the motion passed unanimously.

General Fiscal Update – Lori Ladas

Cash balance is \$2,218,628, which is comparable to last month. Accounts payable balance is \$29,946.47, which is current. Lori reported that \$250,000 of Rocky cash will be moved to the money market account to earn some additional interest. These funds are County Mill carryover funds, which are not restricted from earning interest. Since the money market account was opened, it has earned \$52,625 in interest. Lori mentioned that Jonathan Schmitz from WIPFLI spoke to the Finance Committee about the progress of the reporting package that will be presented to the Board in upcoming months. The fiscal staff is also working on getting ready for audits and closing year-end accounts.

Nominating Committee Update – Susan Geise

Susan provided an update from the committee meeting held on September 23. The committee discussed Rocky leadership and determining officers for the upcoming year. They nominated the following slate of officers: Trever Kirkland, President; Andy Hunthausen, Vice President; and Susan Geise, Secretary/Treasurer.

Erin Lyndes made the motion to approve the slate of officers as presented: Trever Kirkland as President, Andy Hunthausen as Vice President, and Susan Geise as Secretary/Treasurer. Dannai Clayborn seconded, and the motion passed unanimously.

Susan then presented two new prospective members to the Board. Debbie Havens is a previous Board member who has expressed willingness to return for another term. Paula Jacques worked at Anderson ZurMuehlen, where she served as the audit lead for Rocky for many years. Paula's assignment to the Board would fulfill the requirement for a member with a background and expertise in fiscal management. Both candidates would serve as private sector representatives and bring a wealth of experience into their roles on the Board.

Daniel Pocha made the motion to approve the nomination of Debbie Havens and Paula Jacques to the Rocky Board of Directors. Teri Lilletvedt seconded, and the motion passed unanimously.

Two current Board members, Jerry Loendorf and Daniel Pocha, have terms expiring in 2024. Both have offered to remain in their slots until replacements are found. Trever mentioned that Jen Gursky has resigned from her low-income sector position on the Board effective immediately, in connection with her recent resignation from the Helena YWCA. Susan Geise will transition to the low-income sector of the Board, due to her affiliation with both the Augusta Food Bank and Habitat for Humanity. This transition will allow both newly elected members, Debbie and Paula, to serve as private sector representatives.

Andy Hunthausen made the motion to extend the Board terms of Jerry Loendorf and Daniel Pocha until replacements are found. Susan Geise seconded, and the motion passed unanimously.

Andy Hunthausen made the motion to approve the September 23, 2024, Nominating Committee meeting minutes. Erin Lyndes seconded, and the motion passed unanimously.

Head Start Director's Program Report and Budget – Ashley Peña-Larsen

Ashley asked if any Board members would be interested in serving as a Board representative to the Head Start Policy Council in the upcoming year. The Board recommended giving Jerry Loendorf the option to continue in that role; if he chooses to decline, a new representative will be selected at the next Board meeting.

Ashley reported that the one-time funds approved by the Board have already been received and work has started on the Townsend Head Start space. Cameras are in the process of being installed at all locations except Eastgate. Extravaganza is scheduled for October 3, and Ashley spoke about the option to participate in the silent auction on-line this year. Head Start had a student make a gun threat during class, which was determined to be his repeating things he heard on the news. The program worked through the situation with the Helena Police Department and a safety letter was sent to all sites. Ashley reported that the program is seeing a lot of need and burnout, and they are grateful for the mental health supports that are in place. The budget is looking good, as only a couple months of the new grant have been completed. A question was asked regarding in-kind; Ashley will bring information to the next meeting but reported that in-kind is much better this year compared to last.

Susan Geise made the motion to approve the Head Start Director's Program and Budget Report. Daniel Pocha seconded, and the motion passed unanimously.

Senior Nutrition and Transportation Program Presentation – Mindy Diehl

Mindy provided a program update about the Senior Nutrition and Transportation Program. Nutrition services provided by the program include congregate meals, home delivered meals, the Nutrition Services Incentive Program (NSIP), and the Commodity Supplemental Food Program (CSFP). The congregate meals program receives both federal and state funding through Rocky's Agency on Aging, along with county mill contributions, client meal donations, and private community donations. Congregate meals are served in six locations and in FY2024, over 20,000 meals were served through this program. Mindy spoke about the challenges of increased grocery costs and the efforts made by the program to keep costs low. The Home Delivered Meals program offers meals 7 days per week, with weekend and holiday meals delivered frozen during business days. Funding sources are similar to congregate meals, with some additional funds from Medicaid Waiver and United Way. Over 87,000 meals were delivered in FY2024. Over 48,000 of those meals were delivered by volunteer drivers in Helena and Townsend. Helena currently has 10 volunteer routes, with just one route covered by a Rocky staff member. The NSIP supplements funding for food served under the Older Americans Act. The items offered to the Rocky kitchen through this program include foods such as ground beef, mixed fruit, and tomato sauce. The CSFP distributed 4,698 crates of shelf-stable food in FY2024. Food is distributed every other month, and recipients must be Montana residents, at least 60 years of age and meet income eligibility requirements. Mindy

talked about Rocky's transportation program, which provides rides for older adults in the Helena city limits who are participating in Rocky programs or visiting the Helena Senior Center. The Helena Senior Center provides a wide variety of activities each week, and Mindy noted that seniors are contributing ideas and starting new activities based on their own interests, such as a scrapbooking class which recently began. Mindy concluded her presentation by sharing a client story about Martha, who first connected with Rocky through the Home Delivered Meals program and has since become a daily, engaged member of the Helena Senior Center.

The meeting was adjourned at 4:37 p.m.

Respectfully Submitted,



Diane Edgar
Executive Assistant

Approved by the Board of Directors:



Rocky Secretary/Treasurer

10/24/2024
Date