

Rocky Mountain Development Council, Inc.
Board of Directors' Meeting
November 21, 2024, 3:30 p.m.
Neighborhood Center Card Room/Zoom Conference Call

Members present: Kate Anderson, Dannai Clayborn, Bruce Day, Susan Geise, Debbie Havens, Andy Hunthausen, Paula Jacques, Trever Kirkland, Lana Larson, Teri Lilletvedt, Bob Mullen, Daniel Pocha

Members absent: Jerry Loendorf, Erin Lyndes, Lindsey Richtmyer

Others present: Rod Applegate, Hayden Behm, MacKenzie Chatriand, Mindy Diehl, Diane Edgar, Steven Ferriter, Joanna Halland, Taya Hovan, Lori Ladas, Jean Leischner, Samara Lynde, Kathy Marks, Liz Mogstad, Angela Nelmark, Ashley Peña-Larsen, 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. Introductions were made as two new Board members, Paula Jacques and Lana Larson, were attending their first Rocky Board meeting.

Approval of Minutes

Susan Geise made the motion to approve the October 24, 2024, Board of Directors' meeting minutes. Debbie Havens seconded, and the motion passed unanimously.

Director's Report – Lori Ladas

Lori referenced the updated confidentiality policy that was included in Board packets. She asked for any questions or feedback; none were provided.


Andy Hunthausen made the motion to approve the confidentiality policy as presented. Susan Geise seconded, and the motion passed unanimously.

Board members were asked to sign the policy and return it to Diane Edgar. Lori also reminded those who have not turned in their annual conflict of interest forms to do so at their earliest convenience.

Lori then spoke about the revisions made to the Rocky bylaws. The bylaws were reviewed by Jerry Loendorf, and Lori incorporated his changes in the draft provided to the Board. Erin Lyndes provided a review of the edits prior to presentation to the Board.

Andy Hunthausen made the motion to approve the bylaws as presented. Susan Geise seconded, and the motion passed unanimously.

Lori reviewed the timeline of activities related to the Our Redeemer's Lutheran Church project. She spoke about recent communication with the church, and a meeting with the City of Helena to look at options for assistance with the required road development. After reviewing the history and status of the project, Lori asked the Board for their feedback about whether Rocky should continue with the project. Discussion included consideration of the grant funds already awarded for the project, the intentions of Rocky's partners on the project and whether they wish to proceed, and whether Rocky has the capacity to complete the project without the continued support of the original partners.

Susan Geise made the motion to table discussion and indefinitely postpone Rocky's involvement with the Our Redeemer's Lutheran Church project. Dannai Clayborn seconded, and the motion passed unanimously. *Amended to reflect "No" vote of Daniel Pecha* 

Lori provided an update on Strategic Planning. Facilitator Jill Steeley met with three staff focus groups, and then a two-hour session was held with Board members where Rocky's mission, vision, and values were reviewed, and big strategic questions were brainstormed. The next session will include generating goals and tasks related to the big strategic questions.

General Fiscal Update – Lori Ladas

Cash balance today is \$2,361,681, which is comparable to last month's total. Accounts payable balance is \$36,899.53, which is current. Lori reported that she is waiting for WIPFLI's new financial statements to roll out. Fiscal has a payroll position posted, to fill a vacancy that will open in January. Rocky's audit is in progress, and CSBG has been selected as a major program, along with Head Start.

Retirement Committee Report – Andy Hunthausen

Andy provided a summary of the committee's October 23, 2024, meeting. The pooled account totals \$2,253,982.26. The third quarter return on the account is 5.64%, and year-to-date, the return is 13.93%. The committee discussed the idea of transitioning Rocky's pooled account to a 401(k) format. Pros and cons of the change were brainstormed and various ways to set up the accounts were outlined. Lori explained some of the reasons this transition is being explored, including the fact that the pooled account is only valued once per year and that the split of 70% stocks/30% bonds in the pooled account might not be the ideal risk ratio for all participants. The committee will continue to study the various options and determine if a change is beneficial, and if so, what would be best for Rocky and its employees.

Debbie Havens made the motion to approve the October 23, 2024, Retirement Committee meeting minutes. Paula Jacques seconded, and the motion passed unanimously.

Approval of Camera Policy – Lori Ladas

Lori referenced the camera policy that was included in Board packets. The policy will be added to the Rocky personnel manual. The Head Start program is encouraging the use of cameras in its classrooms, and Rocky will also add cameras to the exterior doors of the Neighborhood Center, along with the parking lot and walking mall areas. Four staff members will have access to the camera footage: Ashley Peña-Larsen, Lori Ladas, Kathy Marks, and Bob Serwacki. A recommendation was made to include the camera records in Rocky's records retention policy as well.

Andy Hunthausen made the motion to approve the camera policy as presented and add camera records to the Records Retention policy. Dannai Clayborn seconded, and the motion passed unanimously.

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

Ashley reported that an incident occurred between a Head Start student and teacher, and that the incident was reported. Both the Office of Head Start and Childcare Licensing will be reviewing the case. Cameras will be up at the Helena Housing Authority site by the end of the month. Installation will continue with the Neighborhood Center, the Valley site, Townsend, and then Whitehall. Eastgate will not have cameras in the classrooms, but they do already have cameras in the hallway and playground areas. Ashley mentioned that a grant committee is being formed and a Board representative is required;

Kate Anderson volunteered to serve on this committee. Head Start will be losing approximately \$86,000 in STARS funding starting in June, so the committee will focus on redesigning the Head Start budget without those funds. Ashley also mentioned that Head Start is adopting a new parent curriculum, focusing on building community.

Andy Hunthausen made the motion to approve the Head Start Director's Program and Budget Report. Bruce Day seconded, and the motion passed unanimously.

Head Start Policy Council Update – Lana Larson

Ashley introduced Lana Larson, Head Start Policy Council Chair for the upcoming school year. The whole Policy Council is new this year, with no returning members. Lana reported that their first meeting was mainly an introduction to the Policy Council, and the group discussed picture day and the new parent curriculum. Susan Geise, Board representative to the Policy Council, noted that the Policy Council is engaged, informed, and are doing great work.

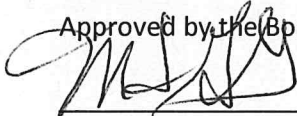
The meeting was adjourned at 4:43 p.m.

Respectfully Submitted,



Diane Edgar
Executive Assistant

Approved by the Board of Directors:



Rocky Secretary/Treasurer

_____ Date

