

Friends of Tri-Valley Foundation
Board of Director's Meeting
Allen Community College, 1801 N. Cottonwood, Iola, KS 66749
September 24, 2019

Present: Judy Brigham, Vic Anderson, Sandi Eggers, Mike Reid, Lynette Emmerson, Max McReynolds, Steve Sewell, Tim Cunningham

Not Present: Don Koester, Ruth Spangler, Mike Hofer, Shane Schauf, Dwayne Umbarger

Staff Present: Bill Fiscus, Tricia Campbell

1. Call to Order

Chairperson Judy Brigham called the meeting to order at 6:20 pm.

2. Adoption of Agenda

Motion made to accept amended agenda (remove audit presentation from section 3 and changing 7.3 New Home Discussion to approval)(Vic Anderson/Sandi Eggers). Motion passed.

3. Minutes of the Last Meeting

The minutes from the June 25, 2019 meeting were presented. Motion made to accept minutes as presented (Sandi/Max McReynolds). Motion passed.

4. Treasurer's Report

Bill Fiscus presented the financial report for the period ending August 31st, 2019. Motion made to accept report (Max/Sandi). Motion passed.

5. Board Member Reports

None

6. Director's Report

- a. Last week, Tri-Valley received the tool that the State of Kansas plans to use to implement the federal government's (CMS) guidelines for programs providing services. Kansas is one of five states that does not have approval by the feds for their plan on implementing the final rule; it has been in the works since 2014. The tool, which was borrowed from Montana, is 8 pages long and must be completed for all sites; for Tri-Valley, that is the twelve homes, three service centers and several apartments. Once the tool is completed, it is turned over to the state for their determination on whether the agency has met the requirements. For the most part, Tri-Valley meets the guidelines. The one area in question is the sheltered workshops. The feds have given agencies until January 15, 2021 to figure out a process for the workshops. The feds want to do away with sub-minimum wage work. They want a more integrated setting.

The guidelines have been changed since the 2014 introduction. The National Association, however, is still fighting.

- b. Every two years, KDADS renews licenses. This year, they are introducing new tougher guidelines. The new document is 12 to 14 pages. Staff are in the process of reviewing it.
- c. The state association is meeting with representatives.
- d. Tri-Valley will have two crews of five working 20 hours at Russell Stover's. This is a new job placement and everyone is excited for the opportunity.

7. Old Business

7.1 Fundraisers

a. Fort Scott Golf Tournament

For the first time in 19 years, the Foundation held a golf tournament in Fort Scott on September 14th. Play began at 9 am with 15 teams. We had 20-hole sponsors; 3 corporate sponsors; and 8 door prize sponsors (19 items totaling \$605). Prizes were given out to 1st and 2nd places in A and B Flights. The winners were: A Flight 1st Place went to the team of Josh Query, Jon Allen, Tim Allen, and John Leek; A Flight 2nd Place went to the Fort Scott Community College team with Bill Thompson, Jeff Tadtman, Kirk Sharp, and Adam Borth; B Flight 1st Place went to the City of Fort Scott with Robert Uhler, William Uhler, David Uhler, and Ryan Collier; and B Flight 2nd Place went to the Peerless team with Billy Masters, Chuck Hull, David Marsh, and Larry Baker. Along with the two flights, prizes were handed out for the Longest Drive which went to Jon Allen and Closest to the Pin which went to Mark Ward. Several contests and hole games were held during the tournament; players could participate in the "Trouble" Hole in One, Paul Bunyon, or the putting contest. We are projecting a profit of around \$3,649.53. Our goal for next year is to reach \$5,000 in profit. Next year, we plan to increase the number of corporate sponsors to help reach that goal. We will also ask volunteers to man the Paul Bunyon hole and provide sheets to the golfers that list the hole games. Overall, the day went well and was a success.

b. 20th Annual Truck Raffle Drawing

We have begun the 20th Annual drawing; we received our license from the state in early July. The winners of the 19th drawing, Wayne & Jane Turner, came to collect their prize on July 3rd. They were a very nice couple; she has worked in the social services field in the past. As of this meeting, we have 56 entrants and have received \$2,650.

c. Cruise Night

Planning for 2020 Cruise Night has begun. We are looking at Tuesday, April 14th as our tentative date. We will have more details forthcoming as details are finalized.

7.2 Building Renovations

The start date for the bathroom remodel at the Chanute Service Center has been pushed back to October 7th. The Tri-Valley Board requested another bid for the remodel prior to approving the remodel. Upon review of the bids, the board accepted the bid of Hofer & Hofer. The plan is to work on all bathrooms in the Service Center. We will add a staff bathroom, make the shower rooms larger, and gut the remaining bathrooms to increase their size. We will use materials that will not hold in smells. The board will be kept up to date on the remodel as it progresses.

7.3 New Home Discussion

The Foundation's newest home in Fort Scott, Fairway, is under remodel. Originally, the plan was for five people to live in the home. We were adding a bedroom and putting in new flooring. In the future, the plan was to add an additional bedroom. Well, the future is now; we have a need for the sixth bedroom at this time. Tim asked the board to approve an additional \$10,000 to the remodel of Fairway House. By approving the additional \$10,000, we would add a sixth bedroom in the garage area of the house at this time. We would then enclose the garage and add brick and a window to match the rest of the house. The main expense would be for the brick work. We shouldn't have an issue with the fire code. The architect is to start work on the code footprint for the Fire Marshal any day now. We will also add a safe room to the home; however, that was included in this year's budget. We will be moving the safe room to the back and will have to lay a new pad. Motion made to approve an additional \$10,000 to add an additional bedroom to Fairway (Vic/Max). Motion passed.

7.4 Consolidation

On August 29th, the consolidation with New Beginnings Enterprises came back to life. On that afternoon, one of the NBE board called Tim to ask what they could do to renew the consolidation effort. The NBE board has agreed to do whatever it takes to consolidate. One of the sticky points from the previous consolidation talk was board makeup. The NBE board agreed to the new board composition of three per county for Tri-Valley service area and two per county for NBE. Another issue was what would happen if NBE was sued after consolidation takes place. NBE has \$300,000 in reserves plus their insurance would cover any suit. A third concern was staff coverage for the additional counties. Some staff, such as HR, Executive Director, RN, and Director of Case Management would need to cover all eight counties.

NBE has three services; one in Eureka, Moline and Neodesha. They cover the counties of Chautauqua, Elk, Greenwood, and Wilson and serve 40 people. To help with the increased service area, Tri-Valley would look into video conferencing for Chanute, Fort Scott and Neodesha. We would also look at expanding the equipment to Allen and Greenwood counties.

For the Friends Foundation, the question is do we want to expand the Foundation into these additional four counties? NBE currently has four homes in their service area. It

was Tim's recommendation that if the Foundation does expand into the four additional counties, we use the same board composition. On Thursday, Bill and Tim will tour NBE homes and service centers. This consolidation is a great opportunity to expand services. If Tri-Valley does not do so, other organizations will try to come in. We have no timeframe. Next meeting, Tim will bring a plan for the board to review. Currently, NBE holds one golf tournament. Legal is working on legal documentation.

8. New Business

8.1 Policy Review

The Foundation reviewed changes to the following policies: Administration 3 (Grants and Solicitations), 4 (Inventory of Assets), 5 (Record Retention), 7 (Policy Format), 8 (Open Records), 9 (Volunteers); Board 3 (Audit), 4 (Board and Committee Meeting Minutes), 5 (Real Estate Purchases and Leases), 7 (Conflict of Interest), 10 (Separation of Policy from Administration), 11 (Personal Use of Assets); Financial 1 (Cash Receipts/Deposit), 2 (Invoicing), 3 (Donations), 4 (Investment of Funds), 5 (Transferring Money), 6 (Returned Checks), 7 (Cash Disbursements and Check Writing), 9 (Credit Card Usage), 10 (Bidding Procedures); and Residential 1 (Rent/Board and Utilities). The board will vote upon these policies at the next meeting.

8.2 By-Laws Review

At this time, we have no changes for the By-Laws. However, due to the consolidation, we may have a few changes. The By-Laws will be brought to the next meeting.

9. Acceptance of all Donations

We received a total of \$32,805 in donations for the period of June 1st through August 31st. Motion made to accept donations of \$32,805 (Sandi/Lynette). Motion passed.

10. Announcement

Tim thanked Tricia for her work on the golf tournament. It went well.

The date has not been set for the next board meeting. We will plan for the first week of December. It will be held in Iola.

11. Adjournment

Motion made to adjourn the meeting (Max/Vic). Motion passed.

Respectfully Submitted,

Judy Brigham 10/8/2019
Chairperson Date