

Friends of Tri-Valley Foundation  
Board of Director's Meeting  
Conference Call  
March 24, 2020

Present: Judy Brigham, Mike Hofer, Vic Anderson, Ruth Spangler, Lynette Emmerson, Max McReynolds, Sandi Eggers, Mike Reid, Bill Fiscus

Not Present: Steve Sewell, Shane Schauf, Don Koester

Staff Present: Joe O'Rourke, Kirbie Hutchinson, Tricia Campbell

1. Call to Order

Chairman Judy Brigham called the meeting to order at 6:13 pm.

2. Adoption of Agenda

Motion made to accept agenda as presented (Max McReynolds/Lynette Emmerson). Motion passed.

3. Minutes of Last Meeting

The minutes from the January 14, 2020 meeting were presented. Motion made to accept minutes as presented (Max/Vic Anderson). Motion passed.

4. Treasurer's Report

Kirbie Hutchinson presented the financial report for the period ending February 29, 2020. Staff are in the process of closing out the previous year. Motion made to move approval of the corrected financial reports to the June meeting (Max/Vic). Motion passed.

5. Board Member Reports

None

6. Director's Report

Bill gave an update on the most recent Kansas legislative session. Both the House and Senate have approved a budget for FY 21 that includes a 5% rate increase for the HCBS waiver. The bill still needs approval from the Governor; hopefully she will approve the budget as is and not line item veto the increase.

7. Old Business

7.1 Tricia reported that dates for the three golf tournaments have been set. We have had to change the date for the Erie or West Golf Tournament due to COVID-19. The new date is August 1<sup>st</sup> and the tournament will be held at the Horizons at Prairie Ridge Golf Course in Erie. The Fredonia or Far West Golf Tournament is set for June 27<sup>th</sup> at the

Fredonia Golf Club. We have also set the date for the Fall Fort Scott or East Golf Tournament. The golf pro at Woodland Hills has us down for September 12<sup>th</sup>.

Tricia also gave an update on the 20<sup>th</sup> Annual Truck Raffle Drawing. The truck color has been selected; it is magnetic gray. The truck is now ordered. As of March 24<sup>th</sup>, we have 554 total entrants for a total of \$27,000. We are slightly ahead of where we were last year on the same date.

#### 7.2 Building Renovations

Bill reported that the restroom/shower room remodel at the Chanute Service Center is completed. The restrooms and showers have been updated and are fully functional. Bill thanked Mike Hofer for his work on helping us update the restrooms and shower rooms.

#### 7.3 Fairway Renovation

The Fairway House renovation is finished; we got final approval from the fire marshal's office and the state. Six individuals moved into the newly updated home on Friday, March 20<sup>th</sup> and Saturday, March 21<sup>st</sup>. Things are going well.

#### 7.4 Consolidation Report

Bill reported that the New Beginnings bank accounts were closed and transferred to Tri-Valley. These accounts will not affect the Foundation. Bill met with Neil Phillips from Jarred, Gilmore & Phillips. Originally, we planned to conduct two 6-month audits due to the merger. Neil felt we could change that plan and just conduct the normal annual audit for both the Foundation and Tri-Valley. We still have a few assets to add to the Foundation's balance sheet. They should be added in the next month or so. We have submitted the property deeds for the six New Beginnings properties to the county. The six locations include the three service centers and three homes. Two of the homes will be deeded over to the Foundation; the third is the HUD home and must stay under Elk County. Once the deeds are back, we will apply for tax exemption for all the properties.

#### 7.5 Board Member Report

We received word from Don Koester that he may resign from the board. He will send in a letter of resignation in a few days, which will leave us with a vacancy in Woodson County. Joe O'Rourke reported that we have two community members on the Far West side that would like to serve on the board: Larry Coleman from Greenwood County and Terry Harper from Wilson County. Joe gave a brief biography of both gentlemen. Motion made to invite Larry Coleman and Terry Harper to serve on the Friends of Tri-Valley Foundation Board of Directors for their respective counties (Max/Sandi). Motion passed. Staff will make contact. Max enquired as to whether or not Joe was able to contact Phil Newkirk. Joe has not at this time but will continue to reach out. Joe will follow-up with Max.

## 8. New Business

### 8.1 Coronavirus Update

Due to the COVID-19 pandemic, a three-phase plan has been developed to help protect the health and safety of the clients and staff. Phase 1 was implemented on March 16<sup>th</sup>. Phase 1 saw us taking temperatures for both clients and staff. Anyone with a temp above 99.6 either stayed home or were sent home. We closed all facilities to visitors. Outings were postponed. Trips to the grocery store were made by staff only. Then, on March 19<sup>th</sup>, we implemented Phase 2. With Phase 2, residential clients stayed in their homes with day staff coming in to provide services. Day only individuals were given a choice: stay home or come into the Service Centers. Out of 29 individuals across the eight counties, eleven decided to come into the Service Centers.

On Monday, March 23<sup>rd</sup>, Fort Scott went to Phase 3; there was a confirmed case in Bourbon County with ties to an individual. Phase 3 saw us shut down the Fort Scott Service Center. Several staff had volunteered to work in residential and stay 24/7. On Tuesday, March 24<sup>th</sup>, Bill, Lea Chickadonz, and Valerie Frederick spoke to the Bourbon County Health Department. They gave us some guidance which would allow us to re-open the Service Center and return to Phase 2. Staff are allowed to go into the Service Center and clean it from top to bottom, vehicles as well. Clients will still need to stay at home at least for the next six days before the Health Department will allow them to come back. We will also change staffing to a 12-hour rotating shift. After that, we will play it day by day.

Today, we learned that there are confirmed cases in Woodson and Neosho Counties. The other five counties are free of the virus at this time. On Wednesday, we will receive a shipment of masks and thermometer covers. These are the two items that we are in need of; we keep a stock of gloves on hand at all times.

So far, things have been calm. Staff try to keep the clients away from the general public while still going out to the parks to enjoy the fresh air. We are less than week into this plan; so things may start to happen. Bill will keep the board up to date.

### 8.2 Cruise Night and the Coronavirus

The coronavirus not only affected public health but event health as well. Due to the COVID-19 pandemic, we have been required to change the date for Cruise Night. So, instead of April 14<sup>th</sup>, Cruise Night will be July 21<sup>st</sup>. Tricia has notified the individuals who had already purchased their tickets. A mailing went out on Monday of this week to let our mailing list know of the change of date. As of this time, we had 10 sponsors and had sold 93 tickets.

We also received discounted tickets for a Holland America Cruise, thanks to Monarch Cement. Tricia contacted Holland America to make them aware of the date change; they

have updated their files. There is no expiration date on the tickets. We only had a few items with expiration dates that were prior to July 21<sup>st</sup>. We gave the tickets to Tri-Valley to use as a staff give-a-way. Judy inquired if, with the date change, we would reach out to the new eight counties. Tricia stated that we already had begun to do so; she hoped to work to develop more contacts with the Far West golf tournament. The new board members will be invited.

9. Acceptance of All Donations

For the period from January 1<sup>st</sup> through February 29<sup>th</sup>, the Foundation received \$13,515 in donations. Motion made to accept donations (Vic/Max). Motion passed.

10. Announcement

The next board meeting will be June 23<sup>rd</sup> at Allen Community College, 1801 N. Cottonwood, Iola, KS.

11. Adjournment

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

Respectfully Submitted,

<u>Ruth Spangler</u>	<u>3-28-20</u>
Secretary	Date