

Friends of Tri-Valley Foundation
Board of Director's Meeting
December 4, 2018

Present: Mike Hofer, Ruth Spangler, Sandi Eggers, Max McReynolds, Shane Schauf, Steve Sewell (call), Judy Brigham (call), Tim Cunningham

Not Present: Mike Reid, Don Koester, Dwayne Umbarger, Vic Anderson, Lynette Emmerson

Staff Present: Bill Fiscus, Tricia Campbell

1. Call to Order

Vice Chair Mike Hofer called the meeting to order at 6:25 pm.

2. Adoption of Agenda

Motion made to approve proposed agenda (Sandi Eggers/Max McReynolds). Motion passed.

3. Audit Presentation

Meta Titel, of Jarred, Gilmore, & Phillips, presented the foundation's audit report for the year ending June 30, 2018. The Foundation audit was given a clean opinion. Motion made to accept the audit report (Shane Schauf/Max). Motion passed.

4. Minutes of Last Meeting

The minutes from the September 25, 2018 meeting were presented. Motion made to accept minutes (Sandi/Shane). Motion passed.

5. Treasurer's Report

Bill Fiscus gave the financial report for the period ending October 31, 2018. Motion made to approve treasurer's report (Max/Sandi). Motion passed.

6. Board Member Reports

None

7. Director's Report

- a. Five months ago, the Executive Director for InterHab, the I/DD state association, resigned. The previous Associate Director, Matt Fletcher was offered and accepted the Executive Directorship. Matt spent 16 years at Interhab before moving to Johnson County Developmental Services for a few years. InterHab is in good hands.
- b. The 2018 governor's election had a good result for the I/DD field. Governor Elect Laura Kelly has been a strong supporter in the past. She served on the KanCare Oversight Committee while in the Senate. We are hopeful that she will make some positive changes to KanCare. She is a very moderate official.

- c. The strategic plan for 2019 – 2022 is finished; the Tri-Valley Board of Directors will vote upon it during the upcoming January meeting. Tim met with staff across the agency to ask for their input. Along with the input from staff, we have added a section on national core indicators.
- d. Currently, Tri-Valley has fifteen job openings. Staff recruiting is a very important function. In November, a group of supervisors went around Chanute on a recruiting day. Staff have spoken to counselors at both the local high schools and community colleges. We recently increased the referral bonus amount staff receive when referring applicants. We are advertising on Facebook and have put flyers around the community. We attend job fairs and have created an employment brochure for staff to hand out to anyone they feel is a potential applicant. Tim has heard of a program in Ohio that he is interested in starting here. The program is an internship with High School students. Tim would like to work with the local community colleges and high schools on a similar type project.

8. Old Business

8.1 Policy Approval

At the September meeting, the board reviewed two policies: Administration 4 (Inventory of Assets) and Financial 10 (Cash Receipts/Deposit Policy). The Administration 4 policy would increase the amount for non-consumable items from \$1,000 to \$2,500. The Financial 10 policy updates the procedures for the receipting and depositing of money for the Foundation. Motion made to approve the proposed changes to Administration 4 and Financial 10 (Max/Ruth Spangler). Motion passed.

8.2 By-Laws Approval

The board also reviewed the Foundation By-Laws at the September meeting. No changes were made this year to the by-laws, so they stand approved from last year.

9. New Business

9.1 Building Renovation Schedule

Tim wanted to discuss the renovation plans for the existing Foundation properties. First up is updating the bathrooms at the Chanute Duplex. The floors are worn in both bathrooms; which the only two rooms not renovated two years ago due to the expense. The cost to totally remodel both bathrooms is around \$13,000. The items have been ordered with construction set to start in December or January.

The next project would be the Jent Home, which is located in Fort Scott. The home was donated to the Foundation around 7 years ago. The home is outdated; Bill and Tim are putting together the costs and will bring the numbers to the March meeting. The home needs new flooring, paint, and bathrooms; the kitchen is in good shape.

After the Jent home remodel, we will probably need to begin talk of building a new home in Chanute; there is a possibility that we may have several new individuals coming to Chanute. If it comes to fruition, we may talk about leasing a home for six months to year while the home is built. There are few other things that may be coming down the pike as well. We have three lots in Chanute. Since regulations prevent us from building the new home right next door to Denman. We may turn one lot into a green space. At Faith House, the new fence is up and the tornado shelter has been installed.

9.2 Funding Request

Mali Ziglari, who serves on the Tri-Valley board, wanted to know if the Foundation board would be willing to pay for renovation inside the Chanute Service Center. Bill and Tim have discussed it and with finances looking good, Tri-Valley can afford the proposed renovation to a wall at the Service Center.

However, there is another issue at the Service Center that needs more attention: the bathrooms. Both sets of bathrooms need to be totally remodeled. The Foundation is willing to help with the cost of renovating the bathrooms at the Service Center; they are open to splitting the cost of the bathroom remodel with Tri-Valley. Tim will bring back cost estimates to the March meeting for the board to review. The costs to remodel the bathrooms would be around \$30,000 for each set of which there are two. Since the bathrooms are of a higher priority, we can wait on the Jent home renovation until after the next group of fundraising. Right now, the Foundation has \$155,000 for construction/renovation. If the bathroom costs are lower, we will address the Jent home at this time. Mike will come out to look at the bathrooms so the board will have some idea about the costs for the remodel.

10. Acceptance of All Donations

For the period from September 1st through November 30th, the Foundation received \$,6,010. Motion made to accept donations (Ruth/Sandi). Motion passed.

11. Announcements

The date has been set for 2019's Cruise Night event. It will be April 16th at Central Park Pavilion in Chanute.

The fifth mailing for the drawing has gone out. So far, we have 162 entrants.

Tri-Valley is once again selling Christmas cards that were created from client art. The cards are \$5 for a bundle of 10. All money raised goes to the Life Enrichment program. So far, we have sold 770 cards. Cards are available at the Administrative office and Fort Scott Service Center.

The Kansas City Chiefs have added three additional games to their fundraiser. The games are: December 9th – Ravens; December 13th – Chargers; and December 30th – Raiders. For every \$30 ticket sold using the Tri-Valley link and promo code, Tri-Valley will receive \$10.

The next Foundation Board meeting will March 26, 2019 at the Allen Community College Board Room at 6 pm. We may need to hold a brief telephone conference call sometime in February.

12. Adjournment

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

Respectfully Submitted,

<u>Ruth Spangler</u>	<u>12-21-18</u>
Secretary	Date