

Friends of Tri-Valley Foundation
Board of Director's Meeting
TVDS Administrative Office, 521 W. 35th CH Pkwy, Chanute, KS 66720/Zoom
December 5, 2023

Present: Judy Brigham, Mike Hofer, Sandi Eggers, Vic Anderson, Mike Reid, Terry Harper, Joel Norris, Joel Porter, Bill Fiscus

Not Present: Phil Newkirk, Lynette Emmerson, Steve Sewell, Larry Coleman,

Staff Present: Melissa Cannon-Smith, Joe O'Rourke, Lea Chickadonz, Tricia Campbell

1. Call to Order

Chair Judy Brigham called the meeting to order at 6:05 pm.

2. Adoption of Agenda

Motion made to adopt the agenda as presented (Joel Porter/Mike Reid). Motion passed.

3. Audit

Neil Phillips from Jarred, Gilmore & Phillips presented the report for the FY22 and FY23 Audit. The auditors gave an unmodified "clean" opinion of the finances. Motion made to approve audit report as presented (Vic Anderson/Sandi Eggers). Motion passed.

4. Minutes

The minutes from the September 26, 2023 meeting were presented. Motion made to accept minutes as presented (Mike Hofer/Joel Porter). Motion passed.

5. Treasurer's Report

Lea Chickadonz, VP of Administration, presented the financial report for the period ending October 31, 2023. Motion made to accept report as presented (Joel Norris/Mike Reid). Motion passed.

6. Staff Reports

6.1 Program Report

- a. Melissa Cannon-Smith, VP of Programming, reported that Tri-Valley currently has 18 openings for direct support professionals. At the end of December, we will have an opening for an Assistant Director of Programming.
- b. Tri-Valley plans to participate in a registered apprenticeship DSP program in the near future. The program is offered through a collaboration between Interhab, the U.S. Department of Labor, and the Kansas Department of Commerce. The program is a 1 to 2 year commitment for the DSP and offers a minimum of 2,250 hours of on the job training and 182 off class/online instruction. As a DSP works through the in class portion of the program, they will receive a \$250 bonuses for each level, of which there are three, they complete. Once a DSP has completed the program, they will receive a 50 cent wage increase. We have polled staff for their interest and eight DSP have expressed interest. This program is a result of a federal push to have DSPs recognized as a profession.

6.2 Operations Report

- a. Joe O'Rourke, VP of Operations, reported that progress is being made with Tri-Valley's repair list. We are down to 1 ½ pages of repairs instead of the 6 pages with which we started. A repair committee meets weekly to go over the open repairs and to talk about specific issues at sites.
- b. Work has begun on the Chanute Administrative and Chanute Service Center roofs. Bids were sent out and H & H Roofing was awarded the contract. Mike Hofer asked about the material warranty. Joe will check to see if it is a manufacturer's warranty
- c. Projects are underway at several of the Foundation homes. At Oak street, we are replacing carpet with vinyl planking in the living and bed rooms. We are replacing linoleum with vinyl planking and the acoustic ceiling at Jent House. At Brentwood, we are replacing baseboards and carpet with vinyl planking in the seven. One bedroom need a new subfloor.
- d. At the Fort Scott Service Center, we have replaced linoleum squares with vinyl planking in the drop-in office. We also have several ceramic tiles that need replaced due to cracks from the building settling.
- e. Tri-Valley has a new vendor in Pittsburg for bus repairs. Our turn around time has improved significantly.

6.3 CEO Report

- a. Bill Fiscus, CEO, gave the floor to Lea Chickadonz, VP of Administration, to report on the recent HUD review. The annual HUD review was held in August. Lea was excited to report that HUD sent a letter stating that we had successfully taken care of all the found issues.

7. Old Business

7.1 Drawing Update

Tricia Campbell, Special Projects Coordinator, reported that Steve Faulkner Ford in Chanute had the winning bid for the 24th Raffle Drawing prize. The prize will be a 2024 Ford F150 Platinum Edition Truck. Currently, we have 171 entries.

7.2 FY24 Fundraisers

a. Foundation Fundraisers

The proposed dates for the FY24 fundraisers are: April 16th – Boardwalk Barbeque; June 21st – 24th Annual Raffle Drawing; June 22nd – Erie Golf Tournament; July 20th – Fredonia Golf Tournament; August 17th – Chanute Golf Tournament; and September 14th – Fort Scott Golf Tournament.

b. Tri-Valley Fundraisers

- i. The annual west side poinsettia fundraiser has wrapped up. We ordered 600 plants and sold out of all but a few small red plants. Neosho Gardens out of Council Grove supplied the plants. The first delivery date was November 15th. The final delivery date is December 6th. All money raised will go back to the day programs for Eureka, Moline, and Neodesha. The persons served will decide how the money will be spent. Prizes were given out to everyone who sold with the top three prizes given to Pat Sanderson, Marlynda Bratton, and Mindy Sanchez.

- ii. The annual holiday card fundraiser is also underway. We are below last year's totals. We have sold 89 sets.

8. New Business

8.1 Rent Adjustment

The Foundation last raised rent for their houses in 2018. The current rent is \$350 a month and includes utilities and groceries. With the rise in prices, we need to consider an increase to the rent. If we continue at the current rate, we will start to lose money. Since 2018, the monthly SSI amount has increased 5 times. In 2024, SSI beneficiaries will receive another cost of living increase. In 2018, \$350 was 47% of the SSI.

Bill provided the board with two options for rent increase:

Option 1 – Increase rent to \$440. This increase would equal to 47% of the SSI payment. We would look at a profit of \$35,930.

Option 2 – Increase rent to \$400. This increase would see a loss on three of the homes, but an overall profit of \$3,236.

Tri-Valley staff recommended Option 2; the increase would be \$50.

The board discussed the two options. Judy Brigham suggested that the board split the difference between the two options; which would increase rent to an amount between \$400 and \$440. Joel Porter thought that option 2 would work but in a year's time we would be at the same place again. He liked Judy's suggestion and thought that \$425 would be a fair rent.

Motion made to increase the rent for Foundation homes to \$425 and that the board would annually review rent as well as any increases to SSI payments (Mike Hofer/Joel Porter). Motion passed. The new rent will go into effect on January 1st. Letters and new leases will be sent out.

9. Board Member Reports

None

10. Acceptance of All Donations

For the period from September 1, 2023 through October 31, 2023, the Foundation received \$13,470 in donations. Motion made to accept donations from September 1, 2023 through December 31, 2023 in the amount of \$13,470 (Mike Reid/Mike Hofer). Motion passed.

11. Announcements

The next board meeting will be March 28, 2024 with location to be announced.

12. Adjournment

Motion made to adjourn meeting (Joel Porter/Sandi Eggers). Motion passed.

Respectfully Submitted,

Sandra Eggers 2-12-2024
Secretary Date