

Friends of Tri-Valley Foundation  
Board of Director's Meeting  
TVDS Administrative Office, 521 W. 35<sup>th</sup> CH Pkwy, Chanute, KS 66720/Zoom  
March 28, 2023

Present: Mike Hofer, Sandi Eggers, Mike Reid, Max McReynolds, Terry Harper, Larry Coleman, Steve Sewell, Joel Porter, Bill Fiscus

Not Present: Judy Brigham, Vic Anderson, Joel Norris, Lynette Emmerson, Phil Newkirk

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

1. Call to Order  
Vice Chair Mike Hofer called the meeting to order at 6:00 pm.
2. Adoption of Agenda  
Motion made to adopt the agenda as presented (Max McReynolds/Sandi Eggers). Motion passed.
3. Minutes  
The minutes from the December 13, 2022 meeting were presented. Motion made to accept minutes as presented (Terry Harper/Max). Motion passed.
4. Treasurer's Report  
Lea Chickadonz, VP of Administration, presented the financial report for the period ending February 28, 2023. Motion made to accept report as presented (Sandi/Joel Porter). Motion passed.
5. Staff Reports
  - 5.1 Program Report
    - a. Melissa Cannon-Smith, VP of Programming, reported that Tri-Valley has seen an increase in staff vacancies. We are up to 19 DSP openings; we were down to 17. Supervisors have made nine job offers. We have a large number of applicants thanks to our increased advertising; most of the applications have come from Indeed.
    - b. In February, Tri-Valley began a new staff recognition program. Since then, three staff were recognized for going above and beyond to help a client. The staff were Brenda Harrison, Director of Programming, Brandy Foster, Work Services Coordinator, and Austin Bolinger, Horticultural Therapy Specialist.
    - c. On March 15<sup>th</sup>, Tri-Valley staff and clients joined 500 other attendees for the 2023 InterHab Advocacy Day at the State Capitol. Governor Kelly was a surprise speaker; she signed a proclamation that named March as Kansas Disability Advocacy Month. Following the rally, clients and staff dropped off small plants grown in Fort Scott with our local legislators.

## 5.2 Operations

- a. Joe O'Rourke, VP of Operations, reported that the trailer renovations are almost completed in Buffalo. We are projected that it will be ready on Friday for occupancy.
- b. Joe has seen a number of repair slips lately; primarily washer/dryer. He is drafting a master list of all appliances and systems.
- c. The room renovations are completed in Humboldt. The fire panel is done. The fire marshal has approved both rooms.
- d. We have partially completed our annual Fire Marshal site visits. He visited sites in Iola, Humboldt, and Chanute. While we had a few minor issues, overall the sites were good. He will come back to visit the remaining sites in Eureka, Moline, and Neodesha.
- e. We had an issue finding a mechanic to work on our KDOT buses. Our options were in either Osawatomie or Wichita. We had one bus in Osawatomie for a few months. When the bus broke down a second time; we took it to Wichita and it was repaired in 3 hours.
- f. Joe reported on Tri-Valley's contract with Cobalt Boats. In March, we did 2,649 buffing pads. In a 12-month period, we have cleaned 17,594 buffing pads, which averages out to 1,500 a month. Tri-Valley is paid \$2 a pad.
- g. The A/C unit in the FEMA trailer overheated and caused a grass fire to the field just south of the Neodesha Service Center. A staff member was driving by and saw the fire as did a worker at Neodesha Plastics. The Fire department came out and shut off power to the trailer. The fire was brought under control. There was no major damage.

## 5.3 CEO Report

- a. Bill reported that a parent has requested that their child be able to use an Echo Dot device in one of the Foundation houses. Bill approached our attorney with this issue. The attorney reviewed and was of the thought that it was allowable as long as the device was not too loud and was stationed away from the bedroom door to protect the privacy of other roommates. He also saw several additional areas to review in the lease. At the June meeting, a draft lease will be presented.
- b. Over the past few months, we have had a number of individuals pass away. As a result, we have several openings in the homes. Currently, we have 12 open rooms. Staff will meet to discuss ideas for filling these openings. We may use the open rooms for crisis cases or waiting list money. We are not sure where we sit with the legislature this year. There was a notice on the financial report that rent would be down. Currently there are 73 people on the waiting list in our area. The earliest date for the waiting list is from 2013. We may look at consolidating some sites.

## 6. Old Business

### 6.1 Drawing Update

Tricia Campbell reported that as of March 28<sup>th</sup>, the Foundation had sold 683 tickets and has \$31,740 in donations. This is down slightly from 2022.

### 6.2 2023 Fundraisers

- a. The annual spring fundraiser is set for April 18<sup>th</sup> in Chanute. We have changed to the theme to Boardwalk BBQ. We have 15 sponsors and have sold 115 tickets. We

have 36 silent auction, 4 stretch auction, and 6 live auction items in hand. We did not receive the cruise this year. We have decided to offer two new trips instead. Thanks to the generosity of Monarch Cement, we have a 7-nights stay at Kissimmee, FL and a 3-nights stay at a B & B in Arkansas.

- b. The four golf tournaments are set for June 10<sup>th</sup> in Erie; July 15<sup>th</sup> in Fredonia; August 12<sup>th</sup> in Chanute; and September 16<sup>th</sup> in Fort Scott. We have corporate and team sponsors for all four tournaments. Mike Hofer had a suggestion for Flight prizes.
- c. Tri-Valley will hold three Award Ceremonies in 2023. They are April 28<sup>th</sup> in Neodesha;, May 5<sup>th</sup> in Fort Scott; and May 12<sup>th</sup> in Chanute
- d. We have received \$4,750 in memberships for 2023.

6.3 Buffalo Update

Joe gave an update during his report.

7. New Business

None

8. Board Member Reports

None

9. Acceptance of all Donations

Tricia reported that the Foundation had \$19,526.92 in donations for the period from December 1<sup>st</sup> through February 28<sup>th</sup>. Motion made to accept report as given (Mike R./Max). Motion passed.

10. Announcements

The next meeting will be June 27, 2023 with the location to be announced later.

11. Adjournment

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

Respectfully submitted,

<u>Sandra Eggers</u>	<u>6-13-23</u>
Sandi Eggers, Secretary	Date

Addendum to March 28, 2023 Foundation Board Minutes

April 26, 2023

Bill Fiscus submitted an email vote to be taken to purchase the property located at 305 N. Western, Chanute, KS in the amount of \$118,800.

The vote was conducted via email and was approved by a majority of board members.