

**Minutes of the
Rocky Mountain Development Council, Inc.
Board of Directors' Meeting
September 26, 2019**

Members present include: Dannai Clayborn, Trever Kirkland, Jerry Loendorf, Bob Mullen, Maria Pace, Daniel Pocha, Lois Steinbeck, Paula Wright, Mary Young

Members absent include: Bruce Day, Mike Delger, Susan Geise, Mary Pat Penley, Ericka Vallance

Guests: Gale Anderson, Rod Applegate, Jonathan Ballew, Mindy Diehl, Tommy Driscoll, Diane Edgar, Chrisy Irey, Lori Ladas, Liz Mogstad

Call to Order/Roll Call: The meeting was called to order at 3:33 p.m. and a quorum was present.

Approval of Minutes

Lois Steinbeck made the motion to approve the August 29, 2019 Board of Directors' Minutes and the June 27, 2019 Finance Committee Minutes. Bob Mullen seconded and the motion passed unanimously.

Director's Report – Lori Ladas

Lori spoke about the Red Alder groundbreaking ceremony on September 20. She estimated 50 people were in attendance and she thanked the Board members who attended. The Lieutenant Governor and Helena Mayor spoke, as well as representatives from the offices of Representative Greg Gianforte and Senator Steve Daines. Lois Steinbeck asked if insurance would cover the cost of the alarm panel damaged by rain on September 8. Chrisy responded that has not been determined yet. Discussion followed about Rocky's building lease and what repairs Rocky is responsible for fixing. Lori will send a copy of the lease to Jerry Loendorf for his review. Mark Young inquired about the hiring progress, mainly for open Head Start positions. Gale Anderson reported that a couple interviews are scheduled.

Finance Report Update – Chrisy Irey

Chrisy reported that the Finance Committee did not meet prior to today's meeting. Cash balance is \$498,377, and Accounts Payable is \$76,144. Both amounts are current. A Head Start draw will come to the bank tomorrow in the amount of \$278,000. Staff are working on fiscal year end, and preparing for Rocky's audit at the end of October. Chrisy also mentioned that IHSB monitors will be at Rocky next week, reviewing Weatherization, LIEAP, ESG, and CSBG programs.

Annual Meeting Business – Daniel Pocha

Daniel introduced Dannai Clayborn, new Public Sector representative on the Board of Directors. He also reminded the Board that Lois Steinbeck's term on the Board expired this year and that she has agreed to serve another term. The Nominating Committee met and recommended the following slate of officers for the next year: President, Trever Kirkland; Vice President, Lois Steinbeck; and Secretary/Treasurer, Mary Pat Penley.

Jerry Loendorf made the motion to approve the recommended slate of officers: President, Trever Kirkland; Vice President, Lois Steinbeck; and Secretary/Treasurer, Mary Pat Penley. Mark Young seconded and the motion passed unanimously.

Mark Young made the motion to approve the appointment of Dannai Clayborn and re-appointment of Lois Steinbeck to the Rocky Board. Trever Kirkland seconded and the motion passed unanimously.

Head Start Update

a. Policy Council Update – Mark Young

Mark reported that the Policy Council met earlier today. Head Start is in the process of hiring for Teacher and Teacher Assistant positions. The fall dance is scheduled for October 10, and the new Policy Council will be voted on at that time. The Policy Council needs a representative from the Board to join their monthly meetings. Mary Pat Penley has expressed interest depending on her availability during meeting times; Jerry Loendorf also offered to serve if needed. The Policy Council approved their bylaws, which had no changes from last year.

b. Director's Program and Budget Report

Head Start Director Ashley Peña-Larsen was unable to attend the meeting, so Trever Kirkland asked if there were any questions regarding her Director's report or budget. The Board reviewed the enrollment report included in the Board packet and Lois Steinbeck asked for clarification on some data. Mark Young spoke briefly about the budget and the start-up costs with the Head Start grant, and that spending will return to typical levels again.

Daniel Pocha made the motion to approve the Head Start Director's Program and Budget Report. Lois Steinbeck seconded and the motion passed unanimously.

Strategic Plan – Lori Ladas

Lori spoke about the Strategic Plan document and the meeting held on September 10 where the Board members and staff in attendance went through the document, answered questions, and fine-tuned the wording. She referenced the "Big Strategic Questions" on page 9 of the document, and explained how they drove the Strategic Vision and Task Planning sections of the document. An inquiry was made about specifying the timeline date when the Board will revisit the mission statement. The date will be changed to reflect a Fall, 2020 review.

Daniel Pocha made the motion to approve the Strategic Plan document and the September 10, 2019 Strategic Planning Meeting minutes. Bob Mullen seconded and the motion passed unanimously.

Red Alder Update – Liz Mogstad

Liz spoke about the Red Alder groundbreaking ceremony and provided an update on the project. The environmental cleanup testing came back good; once a finding of No Further Action is received from DEQ, the site work can begin. Liz estimates the closing will occur by October 15, and at that time, the first portion of developer fee will be received. Liz described the purchase of an OxBBlue Construction Camera, which will be mounted on-site at Red Alder and can create time-lapse photography of the project's progress. The link will be available online so the project can be monitored throughout. Liz explained when the developer fees would be received throughout the project, and discussion followed about the potential allocations of the fee.

Senior Corps Program Presentation – Mindy Diehl

Mindy spoke about the three Senior Corps programs: RSVP, Senior Companions, and Foster Grandparents. RSVP currently has 79 volunteers at stations including the Montana Talking Book Library and Rocky Senior Center. The newest undertaking for the program is recruiting volunteers for Rocky's volunteer Meals on Wheels routes. Meals on Wheels volunteers would be required to commit to a shift of 2 hours once per week, for a time span of at least 6 months. There are no income requirements to participate in RSVP.

The Senior Companion program is a stipend program, meaning that volunteers must be income-eligible to participate and that they receive an hourly non-taxable stipend for their volunteer hours. Volunteers assist homebound seniors to help them maintain independence in their own homes. They assist with tasks including grocery shopping, doctor appointments, and respite care. Rocky's Senior Companion Program is in 10 counties, and a 10% match is required.

Mindy provided a handout with statistics about the Foster Grandparent Program. Foster Grandparents help children with additional needs in a school or childcare setting. In the most recent school year, 353 elementary school students were served by a Foster Grandparent, along with an additional 55 pre-K children. The majority of those children showed improvement in academic or social/developmental skills. Volunteers reported that the program has made a difference in their lives, from the non-taxable stipend to decreased levels of depression and isolation. Mindy spoke about recruitment efforts for the program.

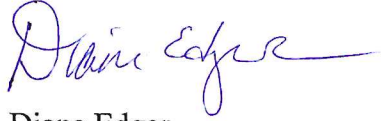
Other Business

Daniel Pocha invited everyone to attend the Last Chance Pow Wow at the Fairgrounds this upcoming weekend. Board members were reminded to turn in their annual Conflict of Interest and Confidentiality Agreement forms to Diane Edgar.

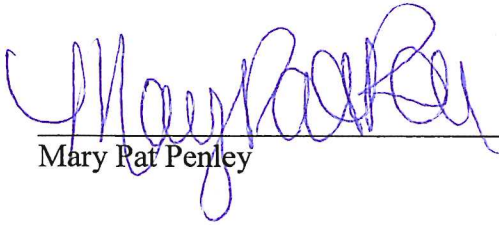
Mark Young made the motion to adjourn the meeting. Maria Pace seconded.

The meeting was adjourned at 4:49 p.m.

Respectfully submitted,



Diane Edgar
Executive Assistant



Mary Pat Penley

Secretary/Treasurer

10-31-19

Date