

**Minutes of the  
Rocky Mountain Development Council, Inc.  
Board of Directors' Meeting  
November 21, 2019**

**Members present include:** Dannai Clayborn, Bruce Day, Mike Delger, Susan Geise, Trever Kirkland, Maria Pace, Mary Pat Penley, Daniel Pocha, Lois Steinbeck, Paula Wright, Mark Young

**Members absent include:** Jerry Loendorf, Bob Mullen, Ericka Vallance

**Guests:** Gale Anderson, Joan Anderson, Rod Applegate, Jonathan Ballew, Mindy Diehl, Shawna Donaldson, Tommy Driscoll, Amber Dushin, Diane Edgar, Annette Hill, Taya Hovan, Chrisy Ireys, Lori Ladas, Kathy Marks, Kelly Moody, Ashley Peña-Larsen

**Call to Order/Roll Call:** The meeting was called to order at 3:29 p.m. Roll call was taken and a quorum was present.

**Approval of Minutes**

**Lois Steinbeck made the motion to approve the October 31, 2019 Board of Directors' minutes and the August 29, 2019 Finance Committee minutes. Bruce Day seconded and the motion passed unanimously.**

**Director's Report – Lori Ladas**

Lori introduced Annette Hill and Amber Dushin from Anderson ZurMuehlen, who were at the meeting to present Rocky's FY19 audit. Lori thanked Chrisy Ireys and the fiscal staff for all their work in preparation of the audit. Planning for Rocky's Chopped event continues; three chefs and two judges have committed to participate. Lori reminded the Board that the Rocky Holiday Party will be held on Saturday, December 7, and that anyone wishing to attend needs to RSVP to Diane Edgar by Monday, November 25. Discussion continued about the Board contributing a basket to the event. Mary Pat Penley offered to coordinate a basket on behalf of the Board of Directors.

**Finance Report Update**

**a. FY19 Rocky Audit and Financial Report – Annette Hill and Amber Dushin, Anderson ZurMuehlen**

Amber Dushin thanked Chrisy and the Rocky staff for their work preparing for the Rocky audit. She began her report by noting that the audit has an unmodified (clean) opinion. Amber explained that a single audit needs to be completed for any entity with over \$750,000 in federal expenditures; Rocky's federal expenditures exceed \$5 million. The programs selected for single audit this year were the Aging Cluster and LIEAP. There were no material weaknesses or significant deficiencies, and the single audit received an unmodified report. Further explanation was requested about the HOME proceeds explained in Note 4 of the Single Audit section. Chrisy spoke about HOME as a federal award, which can be loaned out for eligible housing activities and received back via

repayment. Chrisy also noted that Rocky does not use the 10% de minimus indirect cost rate allowed under Uniform Guidance, as it would not generate enough IDC income and create a shortfall. Rocky instead negotiates a higher rate with the Department of Public Health and Human Services, and the FY19 effective rate was 13%. Chrisy noted all entities included in the audit, including three new additions: Pheasant Glen, Red Alder 4, and Red Alder 9. Descriptions of all entities are included on pages 10-12 of the audit.

**Susan Geise made the motion to approve the FY19 Rocky Audit and Financial Report. Daniel Pocha seconded and the motion passed unanimously.**

**b. General Update – Chrisy Irely**

Chrisy reported that the cash balance is \$1,239,943, and the accounts payable balance is \$309,521. Both amounts are higher than usual. The accounts payable total includes an invoice from Golden Eagle Construction related to the Red Alder project, along with a health insurance bill that will be paid in the next week. The cash total includes a Housing Trust Fund payment of approximately \$725,000, which will pay the Golden Eagle invoice along with part of the NeighborWorks Montana bridge loan for the Red Alder project.

**Head Start Update**

**a. Policy Council Update – Mark Young**

Mark reported that the Policy Council met earlier in the day and 10 members were present. Ashley Calhoun was elected as the new Policy Council representative for the Board of Directors; Ericka Vallance chose to step down from her position at the end of her term. Another Policy Council member has expressed interest in serving on the Rocky Board as a low-income representative. Trever mentioned that the Nominating Committee would need to meet to discuss that vacant low-income position. Three Policy Council committees have been filled: fundraising, parent hardship fund, and bylaws.

**b. Director’s Program and Budget Report – Ashley Peña-Larsen**

Ashley announced that Head Start will be hosting a Pinewood Derby event in the spring. They hope for at least 60 families to participate. The event will be sponsored by the Policy Council and Friends of Head Start has also expressed willingness to assist with funding if needed. Head Start is fully enrolled with a small wait list, and intakes are still coming in. Head Start is not yet fully staffed but is getting closer. More than 50% of children enrolled at Rocky Head Start are receiving services outside of Head Start itself. Ashley spoke about Family Game Night, where about 250 Head Start children and family members came together at their sites to play games and enjoy a family evening. Ashley reported that the Montana Preschool Development Grant (MPDG) budget is almost completed, and the state is pursuing a new grant that would replace MPDG. More information will follow in December. The Head Start budget is looking good, and Ashley mentioned that the amount available to spend per month is higher than usual due to vacancy savings related to unfilled staff positions.

**Daniel Pocha made the motion to approve the Head Start Director’s Report and Budget. Mark Young seconded and the motion passed unanimously.**

**Red Alder Update – Lori Ladas**

Lori provided the Red Alder update as Liz Mogstad was unable to attend the meeting. Lori walked through the Red Alder property earlier this week following the weekly construction progress meeting. Four buildings are currently in the framing process, and more foundations are being set. Waterline work will begin in the next few days, which will result in the temporary closure of Brady Street while the fire hydrant is placed.

**Spirit of Service Program Presentation – Kathy Marks**

The presentation began with a video about Spirit of Service (SOS) created by Tommy Driscoll. Kathy spoke about how SOS brings the community together with over 500 volunteers and 30 business sponsors improving over 50 homes in the Helena area last year. SOS began in the year 2000 with a partnership between Rocky and Anderson ZurMuehlen where six houses were refreshed. To date, 730 homes have been part of Spirit of Service. Applications are now being accepted all year, and the service is free to homeowners. Partners pay a fee to participate and bring their own volunteer teams. Both Home Depot and Power Townsend provide supplies for the event.

Last year, SOS lost money due to a number of factors; cash reserves were available in the SOS fund to supplement the unexpected expenses. The program needs to be self-sustaining, so discussions are underway to determine ways to make the program more efficient. Partner fees will increase this year for the first time in SOS history, up an additional \$300 per partner. A few volunteers from last year, unaffiliated with a partner business, have offered to coordinate the end-of-the-day picnic, which will reduce Rocky staff time and make the picnic more efficient.

A recommendation was made to consider airing the video shown at the beginning of the presentation on local television. Kathy and Tommy will look into that option.

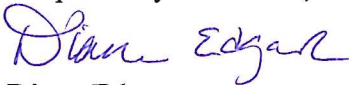
**Other Business**

Susan Geise mentioned that the ability of Lewis and Clark County Commissioners to continue serving on boards is under discussion with the County’s legal staff. More information will follow.

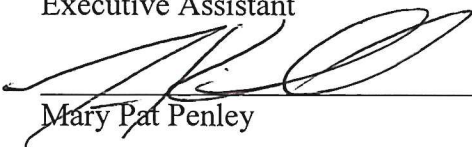
**Daniel Pocha made the motion to adjourn the meeting. Mark Young seconded.**

The meeting was adjourned at 4:35 p.m.

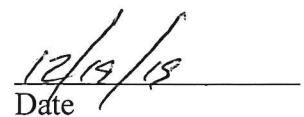
Respectfully submitted,



Diane Edgar  
Executive Assistant

  
Mary Pat Penley

Secretary/Treasurer

  
Date

