

Rocky Mountain Development Council, Inc.
Board of Directors' Meeting
May 29, 2025, 3:30 p.m.
Neighborhood Center Card Room/Zoom Conference Call

Rocky Board Members present: Kate Anderson, Dannai Clayborn, Susan Geise, Debbie Havens, Trever Kirkland, Charlie Lane, Teri Lilletvedt, Erin Lyndes, Dan Rispens, Jesse Swenson

Rocky Board Members absent: Bruce Day, Andy Hunthausen, Paula Jacques, Cory Kirsch, Lana Larson

Others present: Hayden Behm, MacKenzie Chatriand, Ryan Culshaw, Mindy Diehl, Diane Edgar, Steven Ferriter, Joanna Halland, Taya Hovan, Lori Ladas, Samara Lynde, Jim Marks, Kathy Marks, Liz Mogstad, Kelley Moody, Angela Nelmark, Ashley Peña-Larsen, Jonathan Schmitz, Tom Robel

Call to Order/Roll Call: The meeting was called to order at 3:36 p.m. and a quorum was present. No public comment was received.

Approval of Minutes

Susan Geise made the motion to approve the April 24, 2025, Board of Directors' meeting minutes and the February 27, 2025, Finance Committee meeting minutes. Debbie Havens seconded, and the motion passed unanimously.

Director's Report – Lori Ladas

Lori asked for any feedback on her written report and updates from Program Directors included in Board packets. Several Program Director reports included funding updates, and Lori reported that no additional updates have been received, and no date has been firmly set for finalization of the federal budget.

Finance Report – Lori Ladas

Cash balance today is \$2,358,593, and the accounts payable balance is \$32,404.88. Both amounts are current. Lori reported that the money market account balance is \$1,320,529, and approximately \$1,000,000 of that is unrestricted funding. Jonathan Schmitz provided a fiscal update as of March 31, 2025. There have been no major changes to assets or liabilities since June. He noted that Rocky has around 2 months of cash on hand, and that number is expected to decrease through the rest of the year due to the use of county mill carryover. Jonathan reported that IDC is showing a loss of \$30,000, and fiscal staff is reviewing ways to maximize IDC funds to fill the gap. The preschool shows a \$31,756 loss through March, but the program is expected to show positive income at the end of the year due to updated rates and staffing.

Lori spoke about the meeting she and Kathy Marks attended with the Lewis & Clark County commissioners regarding county mill funding. At the start of the fiscal year, Rocky had \$130,000 in carryover funds for the year. Based on the budget projections, Rocky would have a county mill deficit of \$200,000 by the end of the next fiscal year. Lori estimates that the total county mill funding from Lewis & Clark, Broadwater, and Jefferson counties will bring in \$520,000, while the programs using this funding will need around \$850,000. Options for cutting costs and making programmatic changes are being explored.

Executive Committee Update – Trevor Kirkland

The Executive Committee met on May 7, and they approved a contract with WIPFLI for payroll outsourcing. The cost for outsourcing services is around \$25,500, which is less than hiring a full-time staff member in-house.

Susan Geise made the motion to approve the May 7, 2025, Executive Committee meeting minutes. Dannai Clayborn seconded, and the motion passed unanimously.

Retirement Committee Update – Lori Ladas

The Retirement Committee met on April 23. The pooled account totaled \$2.16 million, with a split of 70% stocks and 30% cash/bonds. Year to date, the account had a negative return of 4.99%. The committee continued discussion about the transition from the pooled account to a 401(k) account.

Susan Geise made the motion to approve the April 23, 2025, Retirement Committee minutes. Dannai Clayborn seconded, and the motion passed unanimously.

Lori spoke about the amendment to the retirement plan, surrounding the change to the 401(k) account. The amendment changes the requirement of working 1,000 hours each year to receive Rocky's contribution to the plan, though the 1,000 hours requirement remains in place for initial eligibility to the plan, along with one year of service and a minimum age of 21.

Debbie Havens made the motion to approve the retirement plan amendment. Susan Geise seconded, and the motion passed unanimously.

Approval of JG Research Contract for Completing Community Needs Assessment – Lori Ladas

Lori spoke about the State's request that all HRDCs be on the same timeline for community needs assessments, and that JG Research was hired as a consultant to gather statewide data for the assessment. Each HRDC was also offered the opportunity to contract with JG Research to complete focus groups and write the assessment document. The cost of this project is \$25,500. Kathy Marks has completed this work in the past, and with her impending retirement, the decision to use CSBG funding to hire an outside consultant was deemed appropriate.

Susan Geise made the motion to approve the JG Research contract to complete the community needs assessment. Dannai Clayborn seconded, and the motion passed unanimously.

Head Start Update – Ashley Peña-Larsen

The Head Start Policy Council met on Tuesday and in addition to reviewing the information provided to the Board, they also discussed the Head Start parent feedback survey. The end of year spring picnic will be held on June 4. The Policy Council brainstormed ideas about how to communicate the importance of documenting in-kind time to Head Start families. Some parent activities that qualify as in-kind include attending educational opportunities at Head Start events, time spent helping their child achieve educational goals set by the program, and volunteering in the program.

Ashley reported that a 60th birthday celebration for Head Start was held on May 22. Head Start's Federal award notification has been received. Program surveys are currently in progress for families and a staff, and a program self-assessment is also being completed. Head Start will hold

an all staff meeting on June 6 at Broadwater Hot Springs, which will include a survey of the program. Policy Council and Board members are invited to attend. May is Mental Health Month, and Head Start has been focusing on self-care in the workplace, specifically how to buffer burnout for staff. Ashley will be working with the Head Start Association on a wage survey later this summer. Ashley was asked to speak about the Hardship Fund, which is funded by Friends of Head Start. Proceeds from their fundraising efforts are directed to the Policy Council, and that group distributes funds as needed for items such as the cost of a birth certificate to enroll a child in kindergarten, housing clean-up, and vehicle maintenance.

The Head Start budget is good right now, since it's only the first month of the new contract year. Distribution of funds related to the Whitehall site closure will be shown in the June budget. Ashley concluded her report by discussing a memo from the Office of Head Start, related to partnering with entities to contract slots to provide a larger variety of options for families. Additional training about this topic will follow over the summer.

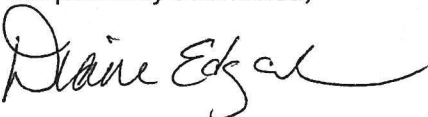
Dannai Clayborn made the motion to approve the Head Start Directors' Program Report and Budget. Susan Geise seconded, and the motion passed unanimously.

Energy Services Program Presentation – Tom Robel

Tom spoke about the three branches of Energy Services: Low-Income Home Energy Assistance Program (LIHEAP), Weatherization, and Energy Share. Eligibility for LIHEAP is determined by income level, and it will only assist with a home's primary heat source. When eligibility for LIHEAP is approved, a household also becomes eligible for Weatherization. The Weatherization program evaluates a household's insulation, doors, windows and walls, and develops a plan for fixes to improve the home's energy efficiency. The State gives approval for what items in the plan can be completed. Furnace replacement or repair can be included in Weatherization work, along with roof repairs. Energy Share is a program where eligibility is based on circumstances, rather than on income. The financial impact of divorce, vehicle accidents, or medical issues can lead a household to request assistance from Energy Share. These are generally one-time funds and will cover the cost of replacing appliances or other approved expenses. Tom spoke about a \$10,000 donation made by the Wall Family for the Weatherization program. Those funds have been used for small fixes not allowed within the programs, such as plumbing repairs. Rocky's Energy Services program collaborates with several local organizations, including Habitat for Humanity, Good Samaritan Ministries, and the Salvation Army. Previously housed on Jackson Street, the Energy Services team recently moved into office space at the Neighborhood Center.

The meeting was adjourned at 4:44 p.m.

Respectfully Submitted,

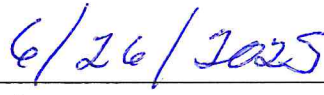
A handwritten signature in cursive script, reading "Diane Edgar".

Diane Edgar
Executive Assistant

Approved by the Board of Directors:



Name



Date