

Rocky Mountain Development Council, Inc.
Board of Directors' Meeting
February 26, 2026
Neighborhood Center Card Room/Zoom Conference Call

Rocky Board Members present: Kate Anderson, Katelyn Buck, Dannai Clayborn, Bruce Day, Susan Geise, Debbie Havens, Andy Hunthausen, Trever Kirkland, Charlie Lane, Teri Lilletvedt, Erin Lyndes, Dan Rispens

Rocky Board Members absent: Paula Jacques, Cory Kirsch, Jesse Swenson

Others present: Signe Ask, Hayden Behm, Beth Branam, MacKenzie Chatriand, Diane Edgar, John Gorton, Joanna Halland, Jaymie Hazel, Lori Ladas, Jean Leischner, Liz Mogstad, Kelley Moody, Angela Nelmark, Tom Robel, Jonathan Schmitz

Call to Order/Roll Call: The meeting was called to order by Trever Kirkland at 3:30 p.m. No public comment was presented.

Approval of Minutes

Erin Lyndes made the motion to approve the January 22, 2026, Board of Directors' meeting minutes and the December 18, 2025, Finance Committee meeting minutes. Andy Hunthausen seconded, and the motion passed unanimously.

Director's Report – Lori Ladas

Lori asked for any questions regarding her written report or Program Director updates included in Board packets. Discussion followed about the need for additional volunteers in the Rocky Go-Getter program to keep up with ride requests, and consideration of finding a training location with internet access for individuals who may be interested in TruAlta caregiver support, offered through Rocky Aging. Lori mentioned that a Gale Anderson Memorial Fund has been established, and Hydrometrics recently donated \$10,000 in Gale's memory. An additional \$1,750 has been received from individual donors.

General Fiscal Update – Lori Ladas and Jonathan Schmitz

Lori presented an updated cash graph, based on the financial statements that will be discussed later in this meeting. It shows the cash status over an 18-month period, with the average cash balance noted by a horizontal line through the graph. The average cash balance for the time span of June 2024 through December 2025 is \$2,474,000. Lori asked the Board their thoughts on using this format going forward, which would eliminate the extra step of gathering information immediately before each Board meeting. The Board had no concerns about aligning the cash graph to match the prepared financial statements.

Jonathan highlighted the financial statements as of December 2025, which is six months into the fiscal year. Jonathan noted the cash balance of \$2,440,053, which aligns closely to the average shown on the cash graph presented earlier. Months cash on hand remains consistent at 1.9 months. The statement of activities shows positive revenue of \$312,577, which creates a positive variance to the budget of \$425,917. This positive revenue is the result of fiscal activity in several programs. A combination of donations and dividends, along with lower-than-anticipated expenses

in the General and Administrative category, is resulting in positive income. Preschool's positive income is driven by vacancy savings and almost-full enrollment. Energy Services received a \$55,000 donation from the Wall Family Foundation. Affordable housing and the HOME Loan fund both had interest from affiliates in December. Jonathan noted that the financial statements reflect consistency, and no major areas of concern are recognized.

Approval of Cost Allocation Plan – Lori Ladas

Lori referenced the Cost Allocation Plan provided in Board packets, explaining that the policy was created in response to a request from Head Start after review of their grant application. Previously, the IDC cost agreement was provided, but this year Head Start requested a separate cost allocation plan. Lori noted that this policy documents procedures that are already being followed. The Cost Allocation Plan identifies allowable costs, describes the classification and allocation of direct costs, as well as describing the classification and allocation of indirect costs. Upon approval, the Cost Allocation Plan will become part of Rocky's fiscal policies. The Finance Committee recommended approval of the Cost Allocation Plan during their meeting earlier today.

Susan Geise made the motion to approve the Cost Allocation Plan. Erin Lyndes seconded, and the motion passed unanimously.

2026-2027 CSBG Workplan – Beth Branam

Beth reviewed the Community Services Block Grant (CSBG) work plan for 2026-2027. She thanked Program Directors for their cooperation and assistance in preparing this plan. This workplan aligns with the new annual report version 3.0. There are no major changes, mainly some re-naming and streamlining of services and outcomes. Beth noted that Transportation was pulled out as a separate category, and that Income and Asset Building is no longer part of Rocky's work plan as it was tied to Homebuyer Education, which is no longer a Rocky program. The domains included in the plan include Education and Youth Development, Housing, Health & Nutrition, Civic Engagement & Community Involvement, Transportation, Service Delivery and Access and Organizational. The services and outcomes in the workplan are all supported by CSBG and align with the recent Community Needs Assessment.

Susan Geise made the motion to approve the 2026-2027 CSBG Workplan. Dan Rispens seconded, and the motion passed unanimously.

Head Start Update

Katelyn Buck reported that since the last meeting, the anticipated classroom closure has occurred, and the transition has gone well. She reported that new in-kind forms are being used, and families are starting to report more in-kind hours. A non-federal share waiver will be requested.

In Ashley's absence, Lori provided a review of her written report to the Board. Along with the report, Lori referenced the documentation of two upcoming Head Start reviews happening in March. The Executive Committee will be meeting with federal reviewers on March 17 as part of the Federal Focus Area Review. If any additional Board members wish to attend, please contact Diane for information. The budget is close to closing out and is expected to be fully spent at the end of the grant year in April.

Debbie Havens made the motion to approve the Head Start Director's Program and Budget Report. Erin Lyndes seconded, and the motion passed unanimously.

Ashley noted in her report that Head Start is seeking approval for a Non-Federal Share Waiver request of up to \$300,000. Head Start programs are required to provide a 20% non-federal match, which for Rocky Head Start totals \$776,676. MacKenzie Chatriand reported that as of last week, the program is projecting \$290,000 of in-kind to date. They continue to collect as much as possible, but due to federal deadlines, are requesting pre-approval to request up to a \$300,000 waiver, in hopes that the actual request will be less. The final amount will be presented at the March Board meeting. Lori added that she spoke with the WIPFLI employee who formerly worked for Head Start, and she confirmed that a waiver request is fine as long as it's not asking for more than 50% of the in-kind total. She also confirmed that meeting the in-kind requirement is an issue for Head Start programs nationwide. Dan Rispens recommended increasing the threshold for the waiver to \$350,000 as a precaution, knowing the actual request will likely be lower.

Dan Rispens made the motion to approve the Non-Federal Share Waiver request up to \$350,000. Susan Geise seconded, and the motion passed unanimously.

Signe Ask highlighted information from the 2024-2025 Annual Report. The report provides data on how Rocky Head Start is meeting or exceeding expectations on program readiness goals and outcomes. She reported that 92% of Head Start children had a well-child check completed within the school year. Forty-three percent of enrolled children transitioned to kindergarten; the others are younger children returning for an additional year in Head Start. The program is required to fill 10% of its enrollment with children with a disability. In Rocky's Head Start program, 21% of enrolled children have an Individualized Education Plan (IEP). In the 2024-2025 school year, 90% of children were categorially eligible for the program, with 8% being over-income and remaining 2% in the allowable 101-130% of income eligibility. Seventy-eight percent of Head Start families have at least one family member working or attending school. Signe noted that 42 families received parenting education, and that number continues to increase.

Erin Lyndes made the motion to approve the 2024-2025 Head Start Annual Report. Susan Geise seconded, and the motion passed unanimously.

Executive Director Performance Appraisal – Joanna Halland

Joanna reviewed the process for Lori's performance appraisal. The Personnel Committee will meet in early March to review the appraisal forms and make any changes. Once the forms are finalized, they will be sent to the Board and Rocky staff as determined by the committee, with a deadline for completion. Joanna will score the appraisals, and then Trever will meet with Lori to discuss the results. The final appraisal will be held in a closed session during the April Board meeting. Trever encouraged 100% participation from the Board, and Joanna reminded Board members that an option of "not observed" is available for every question on the appraisal form and its use will not negatively impact the appraisal score.

Affordable Housing Program Presentation – Liz Mogstad

Liz referenced the housing information included in Board packets, which included updated information on each of Rocky's housing properties. She addressed a question regarding placements in available apartments, which is typically on a first come/first served basis, and confirmed that drug use is not allowed at any Rocky property.

Discussion continued about a potential housing development idea Rocky would like to pursue. Liz explained that she's looking into another 4%/9% tax credit project, where the initial step would be building between 30-35 new housing units, and then leveraging that project to renovate Eagle Manor. This would extend the usable life of the current units at Eagles while also providing new affordable housing options. Rocky would partner with several entities who also assisted with the Red Alder project. A letter of intent is due in April, and Liz plans to provide more detailed information at the March Board meeting. Rocky would be the long-term owner of both entities, which would bring more unrestricted funding back to Rocky and allow a re-investment in a location that serves Rocky's clientele.

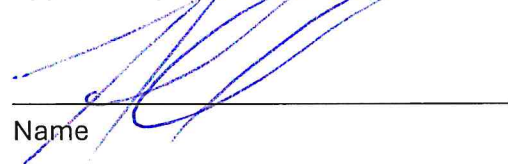
The meeting was adjourned at 4:46 p.m.

Respectfully Submitted,



Diane Edgar
Executive Assistant

Approved by the Board of Directors:


Name

3/26/26
Date