

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

Rocky Board Members present: Kate Anderson, Bruce Day, Susan Geise, Debbie Havens, Andy Hunthausen, Paula Jacques, Trever Kirkland, Cory Kirsch, Charlie Lane

Rocky Board Members absent: Katelyn Buck, Dannai Clayborn, Teri Lilletvedt, Erin Lyndes, Dan Rispens, Jesse Swenson

Others present: Hayden Behm, Beth Branam, MacKenzie Chatriand, Mindy Diehl, Diane Edgar, Joanna Halland, Taya Hovan, Lori Ladas, Samara Lynde, Liz Mogstad, Ashley Peña-Larsen, Tom Robel, Tom Rolfe, Jonathan Schmitz

Call to Order/Roll Call: The meeting was called to order by Trever Kirkland at 3:32 p.m. No public comment was presented.

Approval of Minutes

Bruce Day made the motion to approve the February 26, 2026, Board of Directors' meeting minutes and the January 22, 2026, Finance Committee meeting minutes. Debbie Havens seconded, and the motion passed unanimously.

Director's Report – Lori Ladas

Per Rocky's Organizational Standards, a Board self-evaluation needs to be completed every two years. The form was included in this month's Board packet. Lori reported that Rocky has received its 1st quarter CSBG payment, but subsequent payments have not been released. There has been no explanation for this delay. The Board was asked to consider if there would be interest in a Board retreat or a group tour of Rocky facilities. The necessity of monthly Board meetings was also discussed.

General Fiscal Update – Lori Ladas and Jonathan Schmitz

The Board reviewed the cash graph, which reflected a cash balance of \$2,676,629 as of January 2026. Jonathan reviewed Rocky's financial statements as of January 2026, noting that the finances remain stable and reflect no major changes. Rocky had 2.09 months cash on hand in January. The statement of activities reflects excess revenue of \$342,545, which is a positive variance of \$474,634 to the budget. Several programs contribute to this positive variance, including Affordable Housing, Preschool, Energy Services, and General & Administrative. Jonathan mentioned the continued negative balance in the in-kind budget category, and Lori reported that Head Start has changed their process regarding in-kind and now requests that actual in-kind totals be included with final reporting, rather than the previous waiver process.

Lori reported that Rocky's bus driver quit last week, and Rocky staff have been reviewing the Transportation program to determine if it could be operated in a more cost-effective manner. Considerations include running a limited schedule of three days per week or working with Capital Transit to provide rides to the senior center. Mindy Diehl added that of the 30 clients who regularly

used Rocky's bus service, nine or ten have not returned to the center since the bus stopped operating.

Approval of Outstanding Checks Policy – Lori Ladas

Lori explained that the only substantive change to this policy was removing the text stating that outstanding checks would be reviewed and resolved on a quarterly basis. The updated policy notes that outstanding checks will be reviewed monthly.

Andy Hunthausen made the motion to approve the Outstanding Checks Policy. Bruce Day seconded, and the motion passed unanimously.

Personnel Committee Update – Susan Geise

Susan reported that the committee met on March 6 and reviewed the performance appraisal forms. The forms have been sent to board members along with a letter from Trever encouraging full Board participation. Three completed forms have been returned to date.

Bruce Day made the motion to approve the March 6, 2026, Personnel Committee meeting minutes. Debbie Havens seconded, and the motion passed unanimously.

Housing Development Update – Liz Mogstad

Liz explained that the 9% tax credit project discussed last month would not be possible at the same time as the proposed Eagle Manor renovations, due to the challenges of finding viable land within the required timeline and the competitive nature of those projects. She continued with further explanation of the proposed Eagle Manor renovations. Currently, Eagle Manor consists of three separate properties with three separate owners. This leads to multiple property audits and insurance policies, shared use agreements between the properties, complicated invoice coding and time sheet tracking, and 12 bank accounts for the three properties. The proposal would combine the three properties into one entity, which would consolidate the audit and insurance policies, simplify invoicing and timesheets, and reduce the number of bank accounts to four. This project would result in a single entity with 140 apartments and would revitalize the property while bringing in unrestricted cash to Rocky. The updates would also extend the period of affordability to 2077. The cost of the renovations is estimated around \$7 million, which would modernize the heating and plumbing systems along with updating the kitchens. The project includes multiple proposed funding sources, including a Montana GO Housing loan, which is the first step in acquiring the necessary funds. The pre-application is due in April, and Rocky would plan to request \$2.5 million for the project, which would be offered at 3.25% interest. Rocky would find out in June if the loan application is approved.

Andy Hunthausen made the motion to approve Rocky's application for a GO Housing Montana Fund loan. Debbie Havens seconded, and the motion passed unanimously.

Head Start Update – Ashley Peña-Larsen

Ashley presented the updated Lead Policy, which was a result of their federal review. The policy was changed to reflect lead testing occurring every two years rather than every three. The testing includes water and also the lead in paint for buildings built before 1978. For Rocky Head Start, those buildings are the Helena Housing Authority main building and the Neighborhood Center. Head Start is partnering with Hydrometrics to complete the required lead testing.

Susan Geise made the motion to approve the Lead Prevention and Remediation Policy and Procedure. Debbie Havens seconded, and the motion passed unanimously.

Ashley reported that Rocky Head Start is partnering with the National Head Start Association to send one staff member and two parents to Parents Unite in Washington D.C. at the end of April. A third Head Start classroom will be added to the Helena Housing Authority location. Ashley noted the additional paperwork included in Board packets this month, including meal counts and attendance numbers, which are required to be sent to the Board each month. Rocky Head Start is collaborating with the Early Childhood Collaborative to bring together specialists in occupational therapy, physical therapy, IDEA, and special needs to provide support for families. The current budget will end at the end of April. Head Start has some vacancy savings due to absences and unpaid leave.

Andy Hunthausen made the motion to approve the Head Start Director's Program and Budget report. Debbie Havens seconded, and the motion passed unanimously.

Ashley provided a brief Policy Council update. The group met on Tuesday and approved the Rocky audit and cost allocation plan. Ashley noted that Policy Council has had good attendance this year, not only at regular meetings but also for things like the federal review and Mental Health Services Advisory Committee.

Ashley was asked about results of the federal review, and she reported that it went well. She expects the full report will not be received for a while. She also noted that unannounced reviews are a possibility, and that Rocky Head Start could have an unannounced FA2 review next year.

The meeting was adjourned at 4:43 p.m.

Respectfully Submitted,



Diane Edgar
Executive Assistant

Approved by the Board of Directors:


Name

4/30/20
Date

