



Board of Directors Meeting Minutes

February 21, 2025

10:00 AM

Meeting called to order by ~ Steve Stanley, Vice President at 10:00 a.m.

In Attendance – P (resent), A (bsent)

Board Members:	P	A	Staff Members:	P	A
Robin Hidle, President	x		Tracy Diaz, CEO	x	
Laura Burrowes, Secretary/Treasurer		x	Carrie Gable, CFO	x	
Steve Stanley, Vice President	x		Wendy Nissen, HR	x	
Brent Rogers	x				
Alecia Davis	x		Becky Sago	x	
Jamie Quinn	x				
Donna Martin	x				
John Holland	x				
Jesse Haag		x			
Lori Thibodeau	x				
Linda Ornowski		x			
Jessica Kyser	x				

Minutes Recorded by: Becky Sago

Take Roll/Call to Order

Board Vice President Steve Stanley called meeting to order at 10:00 a.m. Board Members present/absent by teleconference and in person as noted above.

{A}* Approve October 18, 2024 Meeting Minutes

Motion was made by Lori Thibodeau to approve the October meeting minutes, w/spelling correction of her last name, Thibodeau, seconded by Alecia Davis. The Meeting Minutes from October 18, 2024 are approved by unanimous vote.

{A}* Approve Agenda

Agenda is approved.

Motion was made by Donna Martin, seconded by Jamie Quinn, to approve the agenda; motion carried by unanimous vote.

{A}* Approve New Board Member

Quick discussion about Jessica Kyser.

Motion was made by Jamie Quinn, seconded by Donna Martin, to approve Jessica Kyser as a new board member, representing Flathead Low income; motion carried by unanimous vote.

{A}* Updated Financial Status

Discussed CSBG being underspent, and using those funds to fill in gaps in other programs. Teen Solutions being put on hold. Housing & Healthcare funds being sent back. Asking for extension on Rural Lisc contract.

Also discussed WX contract ending in December 2024, and still waiting for new contract. Energy Assistance 23-25 contract funds being re-allocated, 24-26 Contract having a \$40,000 reduction of funds and Pathways having a 17K surplus.

Motion was made by Donna Martin, seconded by Jamie Quinn, to approve financial status; motion carried unanimous vote.

{B}* 2025 Allocable Budget (emailed out)

Discussion regarding allocable common cost budget. Reduction in spending in various categories moving into 2025.

Motion was made by Jamie Quinn, seconded by Robin Haidle, to approve Allocable Budget; motion carried by unanimous vote.

{B}* 2025 Agency Budget (emailed out)

Discussed budgets for Preschool, HSS, ESG, Rapid Re-Housing, Section 8, & Properties.

Expecting 10-20% cuts in funding.

Anticipate receiving some funds from the sale of Monfric properties.

Motion was made by Jamie Quinn, seconded by Robin Haidle, motion carried by unanimous vote.

{A}* Finance Committee Recommendation

John Holland mentioned that the Finance Committee discussed/recommended approval of the Allocable & Agency Budgets.

Motion was made by Donna Martin, seconded by Jamie Quinn, to approve budgets; motion carried by unanimous vote.

{A}* Discussion on Phase One Reduction Plan

Long difficult discussion on how to reduce costs moving forward.

Phase one of the plan consists of ways to;

Reduce Board costs, and reduce Overhead costs.

Reduce Programs, eliminate positions & reduce staffing, freeze on Teen Solution program until September.

Also touched on ideas for potential revenue;

Bring Property Management back in house, research RV parking in the back, continue with Preschool plans.

No discussion on Phase Two.

Motion was made by Donna Martin, seconded by Jamie Quinn, to approve Reduction Plan; motion carried by unanimous vote.

{A}* Governance Committee Report

Postponed

{A}* Approve Consent Agenda, Dec & Feb

Brief Consent Agenda discussion.

Motion was made by Jamie Quinn, seconded by Donna Martin, to approve the Consent Agenda; motion carried by unanimous vote.

{D} Do we operate contracts in good faith

Tracy gave example of how in the past we have continued with services while waiting for contracts to renew. But should we continue to operate that way when the State Issued funds for contracts through DPHHS, DOC, NWE, are actually Federal Funding, given the current climate of Federal Funding. Discussion ensued

{B}* Questions on Program Reports

No questions were asked.

{B}* Agency Personnel Status

Wendy updates that due to funding instability, there is a hiring freeze, and no jobs are being advertised. That we are having to tighten our belts and distribute some of the duties of open positions, to current employees under other duties as assigned.

{A} Change of Authority on Banking

With Sarah's resignation, check signing authority needs to be transferred to Cassidy and that Laura as the board Secretary/Treasurer need to be added.

Motion was made by Jamie Quinn, seconded by Donna Martin, to approve the suggested signing authority changes; motion carried by unanimous vote.

{C} Board Consensus on ED Timesheets

Timesheets were reviewed and in order.

{A} Approval for ED travel

Tracy spoke of a couple travel trips for training and the necessity of them one being travel to Washington DC to meet with Montana representatives, the other being CAPLAW because she is on the board, however the trip is paid for by CAPLAW so is no money out of our pocket.

Motion was made by Jamie Quinn, seconded by Donna Martin, to approve the discussed travel; motion carried by unanimous vote.

{B} Status of Pending Legal Issues

Tracy updates extra funds spent due to non-disclosure issues, and the possibility of seeking an attorney.

Motion was made by Alecia Davis, seconded by Donna Martin, to move forward with looking for an attorney; motion carried by unanimous vote.

{A} Adjournment

The meeting officially adjourns at 11:56 pm.

Motion was made by Robin Haidle, seconded by Jamie Quinn, to adjourn the meeting; motion carried by unanimous vote.

Robin Haidle, President or
Steve Stanley, Vice President

Laura Burrowes, Secretary/Treasurer

{A} - Action is Required

{C} - Consensus is Needed

{B} - Board Information Only

{D} - Discussion is Anticipated