

**HRDC IX Board of Directors  
In person & Virtual Meeting  
July 28, 2022 Meeting**

Members Present: David Kack, Scott Malloy, Peter Schmidt, Kris Moos, Billie Warford, Bill Berg

Members Excused: Brooke Poole, Mitch Bradley, Linda Young, Gene Townsend, Scott MacFarland, Ron Brey

Staff Present: Heather Grenier, Whitt Hampton, Tracy Menezes, Margaret Mason, Susan Cook, Kristin Hamburg, Cat Cramer, Krista Dicomitis, Sunshine Ross, Jill Holder

Guests:

**I. Call to Order**

The July 28, 2022 meeting of the Human Resource Development Council of District IX was called to order by Honorary Chairman David Kack at 8:32 am

**II. Public Comment**

Flooding in Park County continues to cause massive strains. Many of the towns are barely hanging on. Bill has asked all and to share with others that one of the best ways to support these communities is to recreate, eat, shop etc.

**III. Consent Agenda**

Scott Malloy reviewed the items on the Consent Agenda including the Minutes of the May 2022 meeting. Also included in the consent agenda were the department dashboards, budget to actuals and directors' report, and committees meeting minutes for the executive, audit and finance and nominating committees. Audit and Finance made two minor changes to the Fiscal Policies and Procedures. It is now ready for approval.

Federal Housing Authority: Affordable housing plan has been updated to reflect the last two years including new projects and developments. A few changes to homebuyer education and downpayment assistance programming were made as well.

New Contracts including - Retired and Senior Volunteer Program (RSVP), Montana Senior Medicare Patrol (SMP), Gallatin Valley Food Bank; Commodity Supplemental Food Program, (CSFP), Big Sky Community Food Bank; Moonlight Community Foundation

David Kack moved to accept the Consent Agenda. Bill seconded the motion. Upon a vote the motion passed unanimously.

#### **IV. Financial Reports**

Whitt presented the financial dashboard to the members, which was not included in the read file and was handed out to members. It is still preliminary due to fiscal year end closeouts. This report was an update through June 30th, he highlighted the combined cash and investments comparing May 2022, June 2022 and June 2021. In May and June there were planned impacts from finishing renovations on Boulevards and Darlington and in June when the First Security Loan was paid off for the HFV land. Whitt also reviewed the corporate unrestricted reserves. Whitt then reviewed the investment summary, noting the volatility of the market since the first of the year. Whitt reviewed the agency wide Balance Sheet and Income Statement with members, highlighting total net assets. Whitt reviewed the income statement, highlighting budgeted and actual expenses for salaries and other key items. He noted that this is still preliminary due to the fiscal year end close out.

David moved to accept the Financial reports. Bill seconded the motion. Upon a vote the motion passed unanimously.

#### **V. CoEquity Consulting**

Meshayla Cox introduced herself as HRDC's DEIA consultant. She provided an overview of her work and highlighted her background and education. Heather asked about the board's involvement and Meshayla explained this contract is highlighting staff culture and engagement. The board can be supportive in helping identify trends or things they've noticed that would be effective additions to the survey. Krista will share Meshayla's contact information for any questions or if the board wants to meet with her.

#### **VI. Capital Campaign Report**

Kristin provided an update on the capital campaign, she noted that we have raised over \$11.5 million dollars, and have raised over \$318,000 towards the one million dollar match. Kristin showed the fundraising strategy across various levels of gifts. Board opportunities for campaign involvement were shared.

#### **VII. Urban Transportation District**

Sunshine provided an update on the Urban Transportation District, noting that the petition has been submitted and signature gathering is hopeful to start next week. Locations are being determined and there will also be a door-to-door component due to the high amount of signatures needed in 90 days. New webpage has been created with a lot of information that is a good resource to share. Signature gathering will be completed by a combination of firm employees and volunteers. First training is next week.

### **VIII. Slate of Officers**

Heather started discussion on expired seats. Billie will create a transition plan for her next term expiration but will be reelected now. Gene is now approved as our second Gallatin County representative. Mitch will also be reelected.

David moved to accept the recommendation from the Nominating Committee to accept the proposed slate of officers. Bill seconded the motion. Upon a vote the motion passed unanimously.

New members were discussed. A recommendation from the nomination committee is to seat Amy Stix, Bruce Grubbs and Penelope Pierce.

David moved to accept the recommendation from the Nominating Committee to accept the proposed slate of officers. Kris seconded the motion. Upon a vote the motion passed unanimously.

Slate of Officers recommended by the nominating committee to retain Scott Malloy as chair, Linda Young as vice-chair and Kris Moos as third member. Billie seconded the motion.

Committee review discussed given the board changes. Discussed ex-officio members.

Personnel: no committee members as of now

Nominating: has continued work to do in filling the 2 additional vacancies

### **IV. Risk Mitigation Plan or MAP**

Krista provided an overview of the Management Action Plan creation and its current progress across subcommittees. She also touched on the organizational Risk Assessment and subsequent Risk Mitigation plan that is in progress.

David moved to approve the MAP as presented. Bill seconded the motion. Upon a vote the motion passed unanimously.

### **V. Budget Revisions**

Audit and Finance committee made some minor adjustments to the budget and move to approve the organizational budget. Heather reminded the board about the changes to salary structure, cost of living adjustments, planning for benefit usage etc. Heather also noted the impact of less COVID funding and the inability of various program utilization for customers due to our market conditions. Program evaluation in progress. Heather noted the implications of having the capital campaign running in tandem with our normal budgetary/annual changes.

David seconded the motion to approve the organizational budget revisions for fiscal year 2023. Upon a vote the motion passed unanimously.

**VI. BOARD Time/CEO Report/Executive Session**

Staff were excused for the Executive Session discussion.

Heather debriefed the board on the CFO process update. A lot of time has been spent working with the existing fiscal team and getting their feedback on what this transition period will look like and what they hope to see from this new position. 4 candidates are in the pool at various stages of the interview process. Inquires still coming in. Heather would like someone from Audit and Finance to be present at final interviews. Whitt is also helping provide suggestions for on-boarding. Heather asked for the September board meeting to be extended to allow for strategic development conversations in addition to the normal strategic planning overview. \$300 million was given to the state for rental assistance between ARPA and CARES, but discussions have been in the works to expand scope of funding. Yesterday an amendment passed to ARPA that allows for some of the funding to be used to boost development. No information on where it will be funneled yet. Heather lastly mentioned the upcoming conversations around urban camping across the community and the need to change the narrative that a campground is the solution. Working with the neighboring businesses of the warming center to address the impacts, which are heightened due to weather and tourist season.

The July 28th, 2022 meeting was adjourned at 11:30 am. Motion to adjourn forwarded by David Kack, Bill seconded the motion.

Scott Malloy, Chairman

Date

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