

# HopeLives!

## Minutes: Board Meeting

June 11, 2025 @ 5pm MST

### 1. Opening and Agenda Review

Open at 5:10 MST by Chair Koepsell

**Attendees** : Koepsell, Dody, Woodward, Trautwein, Eichel, Crane, Riley

**Absent**: Eastman

**Location**: The Creative Agency, 208 Commerce Dr. Ste. 2, Fort Collins, CO 80524

2. May14, 2025 minutes were approved unanimously. **Motion**: Trautman **Second**: Dody

3. Treasurer's report given by Woodward.

Trautman remarked that we will need to book the endowment on the balance sheet for a total of \$30,000 and note it as restricted in the equity section.

Lydia asked if there was a trend in provider expenses. Lana noted that the provider services had increased since the beginning of the year.

Motion to approve financials by **Carole Crane- Michelle Riley** seconded; all approved.

### Topics:

- a. Michelle gave an update on the hiring of a new Executive Director. She has a candidate that she would like the board to meet. Michelle suggested the board meet with this candidate the week of June 23<sup>rd</sup>. All agreed and Michelle will set up the meeting. Lydia suggested we meet with another candidate also on that date. Michelle is hoping to have 3 candidates to interview, first with a small group and then progress eventually to a second and third, if necessary.
- b. Jahna said that Brenda, a temporary employee, will be using the info email while she's working with HopeLives.
- c. Michelle suggested sending out an auto response to any of Debbi's emails.
- d. Carole gave an update on the support group, with a kickoff on July 24<sup>th</sup>. She is having a meeting with her committee to plan the meetings. Carole has a preliminary design for the flyers. Jahna will help the design and send out flyers. Carole said the flyers need to go out at least two weeks before the 24<sup>th</sup> and then a reminder one week before the date

of the meeting. It will take place at Our Saviour Church on Lemay Ave. Clients, spouses and caregivers are invited. Meeting will start at 5:15 and end at 6:45. Going forward the meeting will be the fourth Thursday of each month for seven months. A light dinner will be served. Budget includes \$85 per month for food; \$30 will go into a pool for a donation to the church. Lydia suggested not taking off that many months and only take the month of December off, not November, January and February. Mark suggested that Brenda call all the clients and invite them to the first support group. All thought it was good idea.

There was some discussion of the application process and the wording on the application. Most would like a more robust application.

- e. Collis will work on the Holiday Giving Mailing Opportunity. Mark suggested looking into vendors for the mailer and ask for quotes.
- f. Mark reminded everyone to ask businesses to host events in the month of October for HopeLives.
- g. Jahna talked about the upcoming Golf Tournament and the increased advertising for HopeLives. Fee for the tournament is \$200 per person.

**Board moved into Executive Session at 6:15 to discuss staffing.**

**Motion:** Mark, **Second** Lydia. All agreed.

Exited at 7:30pm

**Lydia** made the motion to get Collis Woodward a HopeLives credit card to use for regular monthly costs. **Seconded: Mark. All approved.**

**Meeting was adjourned at 7:40 pm.**