



**BOARD OF DIRECTORS' MEETING MINUTES**  
**Wednesday, September 21, 2011**

**MEMBERS PRESENT:**

WILLIAM KURTZ, President  
WILLIAM COOL, Vice President/Secretary  
HEIDI BRANDON  
LAUREN JERVIK  
HARRY SALZMAN  
GERRY SUNDERLAND  
MURRAY WEINER, Past President

**MEMBERS ABSENT:**

TRACY NARVET, Treasurer/Asst. Secretary  
JAY ENGELN  
TOM KERWIN  
TIMOTHY MASON  
STEVE RODEMER  
JOHN TIGHE

**STAFF PRESENT:**

TIFFANY EDMONDS, FSSP Program Data Specialist  
DAN EMBRY, Family Support Coordinator  
TAMARA ENGRAM, Executive Assistant  
DAVID ERVIN, CEO/Executive Director  
SHERMAN GOOD, Intern  
DON GRAY, Facilities Manager  
COLLEEN HEAD, Early Intervention Director  
JENNIFER MALENKY, Development Director  
DEBBIE MOLIK, Intern  
JENNIFER PRESSEY, Family Support Coordinator  
HEATHER PRICE, Chief Financial Officer  
LAURA THOMAS, Case Management Director

**GUEST:** Lisa Wieland, Integrity Bank and Trust

**I. CALL MEETING TO ORDER**

The meeting was called to order at 7:36 a.m. by President William Kurtz. There was not a quorum of the Board at call to order.

**II. APPROVAL OF MEETING MINUTES – August 17, 2011**

Tabled until October 2011 Board of Directors' Meeting.

**III. CONSENT ITEMS**

Tabled until October 2011 Board of Directors' Meeting.

**IV. BOARD COMMITTEE REPORTS**

**a. Development Committee**

President Kurtz reported. Thanks and congratulations were extended to Jennifer Malenky, Development Director, for the coordination and success of Building the Dream 2011.

Ms. Malenky reported that the total raised to date is approximately \$86,000 including sponsorship funds. The group then discussed what worked and what should be done differently. If you have additional feedback, please contact Ms. Malenky.

Ms. Malenky then extended an invitation to the Table Ambassadors Appreciation Party on September 30, 2011. Please RSVP to Ms. Malenky at your earliest convenience.

**b. Executive Committee**

The committee did not meet.

**c. Nominating Committee**

The committee did not meet.

**d. Finance Committee**

*Monthly Report* – For the month of July, 2011, The Resource Exchange had a loss of \$25,423. Reasons for this loss was due to lower than projected numbers in targeted case management due to staff vacations, and receivables were higher due to late payment of fiscal year end invoices in targeted case management, quality assurance, utilization review and early intervention trust fund. The majority of these were current in August.

The Finance Committee discussed implementing quarterly forecasting reports so that no one is surprised at trend based loss and gain months.

## V. EXECUTIVE DIRECTOR'S REPORT

### a. Monthly Report

*The Resource Exchange* – David Ervin, Executive Director, extended his thanks to the Board of Directors and staff for their hard work in preparing for Building the Dream.

*Policy and Procedures – Service Plans* – Executive Director Ervin explained that the only change to the policy statement is the wording from “Individualized Plan” to “Service Plan”. Further review/approval of this item will be tabled until the October 2011 Board of Directors’ meeting.

*Legislative Town Hall* – Please mark your calendar for October 25, 2011 at 6:30 p.m. at the Antlers’ Hilton Hotel. Invitations will be sent next week.

*Facebook* – Approximately one year ago, The Resource Exchange approached AbleLink Technologies with an idea on social networking, on a modified Facebook platform, customized to the needs of individuals with developmental disabilities. AbleLink submitted a proposal, which names The Resource Exchange as co-investigator, for Federal funding. This project has been approved. The project will launch October 1 with field testing in late February 2012.

*Home Health Agency* – The law that mandates that Community Centered Boards will be licensed as Home Health Agencies by the Colorado Department of Public Health and Environment is now being implemented. The Resource Exchange’s initial licensure review was conducted on September 12. Further details will be shared as available.

*Welcome and Orientation* – An invitation was extended to members of the Board of Directors to attend TRE’s New Employee Welcome and Orientation session on October 4, 2011 beginning at 8:00 a.m. Please RSVP to Linda Hertz.

*State Board of Human Services* – Executive Director Ervin was appointed to the State Board of Human Services by the Governor’s office. The Board of Directors congratulated Executive Director Ervin on this appointment.

*Early Intervention* – Executive Director Ervin distributed a report tracking Fiscal 2011 income and families served on a monthly basis.

*Family Support* – Colleen Head, Director, introduced new Family Support Coordinators, Jennifer Pressey and Dan Embry.

## VI. NEW BUSINESS

- ### a. Conflict of Interest – Annual Review and Signatures
- Tabled until October 2011 Board of Directors’ meeting.

b. Other

The group was reminded to dine out and support The Resource Exchange during the week of October 17-22. The Resource Exchange has partnered with the owners of Salsa Brava, Slayton's and Sonterra Restaurants so that a portion of the proceeds from sales of the special of the day will be donated to The Resource Exchange.

The group was also informed of a series of articles to run in The Wall Street Journal concerning people with disabilities.

**VII. OLD BUSINESS**

None.

**VIII. SCHEDULE OF NEXT MEETING**

The next regular Board of Director's meeting is scheduled for Wednesday, October 19, 2011 at 7:30 a.m.

**IX. ADJOURNMENT**

The regular meeting was adjourned at 8:37 a.m.

SUBMITTED BY:

  
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David Ervin, CEO/Executive Director

RECORDED AND TRANSCRIBED BY:

  
\_\_\_\_\_  
Tamara Enggram, Executive Assistant

APPROVED AS TO FORMAT:

  
\_\_\_\_\_  
William Cool, Vice President/Secretary