



**MEETING MINUTES  
LARADON HALL SOCIETY<sup>1</sup>  
JOINT BOARD OF DIRECTORS MEETING  
March 22, 2016  
4:00 p.m. – 6:00 p.m.**

**Members Present:** Nancy Hodges, Dennis Morgan, Frank Sommer, Allen Lenort, Jason Adams, Greg Beacom, Larry Burgess, Rachel DeWitt, Jim Garcia, Tom Welch, Mike Burns, Emily McKissick-Diaz

**Members Absent:** Ron Young

**Laradon Staff:** Doug McNeill, Annie Greene, Tilman Adair, Heather Kijanka, Corey Kala, Angela Rotello

**Candidates for Membership Present:** N/A

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**I. PRELIMINARY**

- A. CALL TO ORDER:** Nancy Hodges, Chair, called the meeting to order at 4:05 p.m. A quorum was present.

**II. APPROVAL OF MINUTES**

- A. MINUTES:** Ms. Hodges stated that they will dispense the reading of the minutes. Minutes from January 2016 need the following corrections: correct Frank Sommer's name; spelling correction on page 3, to make the word onboarding, one word.

Mr. Sommer made a MOTION to accept the January minutes with corrections, Larry Burgess seconded the motion. All voted in favor.

**B. STRATEGIC INITIATIVES**

**City Projects Presentation:** City Projects, consultants that developed the real estate feasibility plan for Laradon made their recommendations to the Board.

**Key recommendation points:**

- Consolidate Adult programs from Parcel C to Parcel B
- Buildings on Parcel B will be updated for the Adult Programs and the School buildings would be renovated.
- Develop a satellite location(s) for Adult Programs, and possibly the school
- Master Lease Parcel C as a non-Medicaid revenue source, possibly with a non-profit partner like Mental Health.

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<sup>1</sup> These minutes are the confidential proceedings of the Laradon Hall Society Board of Directors. Directors are advised to use good judgment and common sense in discussing obviously sensitive matters. These minutes are not to be distributed beyond the Board of Directors without the approval of the Board Chairman.

- Parcel A would be developed/master leased as a multi use property, residential and retail. City projects will work on a plan that is project.

Primary goal is for Laradon not to take on any debt, improve program facilities and to continue to provide Best in Class programs and school for the individuals we serve, as well as our staff.

**Strategic Priorities:** Doug shared the five Strategic Priorities with the Board.

1. Performance Improvement
  - a. Outcome measures
  - b. Technology applications and accessibility
  - c. Culture
2. Program Development
  - a. Autism
  - b. Behavioral, Mental and Holistic Health
  - c. Employment
  - d. Transportation
3. New Non-Medicaid Revenue streams
  - a. Housing
  - b. Entrepreneurship
4. Leverage Campus Assets
  - a. Master lease
  - b. Consolidation
  - c. Satellites
5. Partnerships
  - a. Satellites
  - b. Acquisitions
  - c. Joint Ventures

After the presentations from City Projects and the Strategic Priorities a, Doug asked for the Board's approval of the Strategic Plan going forward. Ms. Hodges asked for a motion; MOTION made by Mr. Beacom, second was made by Mr. Welch; all voted in favor, motion approved.

### **III. FINANCIAL REPORT**

#### **A. FINANCIAL REPORTS:**

- a. Mr. Kala reviewed the Balance Sheet and the Statement of Revenues and Expenses ending February 29, 2016. For February, Laradon showed a net loss of -\$183. Laradon's net income YTD is -\$217,246 versus a budgeted loss of -\$186,909.

Expenses for the fiscal year are under budget, the top three line items, salaries, benefits and contracted services are under budget YTD by \$315,791.

Mr. Kala presented a new ratios report, this report will give a glance snapshot of our financial report. These reports will be with the upcoming Financial Reports.

Mr. Adams made a MOTION to approve the financial reports. Mr. Morgan seconded the motion. All voted in favor.

#### **IV. REPORTS**

**B. CEO Report:** Lardon staff is working on continuing to increase our enrollment across campus. The school has met their budgeted goal for this year. Although, we would like to build the enrollment to 60 by the end of the school year, realistically we will get closer to having 55 students enrolled, due to the time it takes to onboard new students and hire more staff. The Residential program needs two more individuals, while the Day Habilitation Program is has the most room for growth. Both Donna and Lynnette are working on our relationships with the CCB's to enroll some more participants.

Because of issues that have happened at RHMHS, there is a Legislative Bill being reviewed that would require the CCB's to be transparent with their financials and Board minutes. Doug is proposing in the near future that Laradon be more transparent, becoming a leader of the PASA's by posting information on our website that would include: Financial Reports, Board Minutes and By-Laws, Board meeting dates, Board Members, 990 Non-Profit Tax Form and personal outcome measures for the individuals we serve.

Discussion after the CEO report:

- Mr. Beacom feels it would show some leadership in being one of the first PASA's to post this information.
- Mr. Burgess voiced a concern about Board Member's personal contact information being listed on the site.
  - Mr. Kala will look at setting up a Laradon email address for Board members
- Mr. Adams suggested that a report of the data points of what other non-profits have posted on their websites to be re-visited at the May meeting.

#### **C. LARADON FOUNDATION:**

Mr. Burns reports the financial world is doing better, stock indexes are back up, the Foundation is comfortable with the investments. Mr. Burns is suggesting a RFP process on the investment accounts both for Laradon Society and the Foundation. He will meet with Doug and Corey. More to come at the May meeting.

Mr. Adair, Executive Director, Laradon Foundation report:

- 1) With limited staff and limited established programming, Tilman and Elizabeth have been concentrating on the highest potential gifts which are large institutional funders. As a result, the Foundation has already achieved our year-end grants revenue budget goal of \$207,000 and is in a much stronger relationship position to expand these funding partnerships in FY17.
- 2) The projection is to end the year with about \$300,000 in Grants Revenue (145% above budget), based upon three more expected grants which will support two new unbudgeted program staff positions. This projection does *not include* a likely significant contribution from The Anschutz Foundation, nor gifts from other organizations before FYE.

- 3) The funding requests for the FIT Program and the School have been bundled under one marketing umbrella called the "Ready to Thrive Campaign." Funding requests are to help us recover unreimbursed program and capital improvements already spent, as well as potential expansion of new unreimbursed staff, capital, and program improvements. Identified current funding opportunities total \$3.3 million. These requests do not include any potential needs which would be decided later in the strategic planning process. Most of the opportunities will not be delivered unless there is new philanthropy to pay for it.
- 4) The other revenue line item is called "Contributions". This includes funds from Colorado Elks, individuals, and other non-foundation donations. Including the unbudgeted bequest we received of \$30,000, this revenue line-item currently sits at \$165,000, or 52% of budget. Most significantly, the Colorado Elks Association voted in September to reduce their annual contribution after our annual budget had already been set. Currently, the line item for "Contributions-Elks" is \$91,000 below its year-end revenue budget.
- 5) Q4 strategies:
  - a. Board member Dennis Morgan and Board Secretary Rachel DeWitt met with Tilman right before this meeting to organize how to best maximize engagement with the Elks and Laradon.
  - b. Tilman will personally connect with Laradon's most consistent individual donors for FYE donations.
  - c. Finalize the scope, and then reinstate the Development Associate staff position which has not been filled since it was vacated during the CEO transition period. This role will directly impact the "Contributions" revenue line item (such as outreach to Elks lodges and other fundraising organizations and United Way-type campaigns, create special appeals like "Hungry to Learn", and organize special events). This would also be a natural role to coordinate Communications/Marketing efforts (Newsletters and Direct appeals through mail, email, and social media).

**V. OLD BUSINESS:** None

**VI. OTHER BUSINESS:** None

**VII. NEW BUSINESS:** None

**VIII. EXECUTIVE SESSION:** The Board met in Executive session to discuss the annual review and compensation of the CEO. The Board decided and voted on a salary increase for the CEO. Details of the approved rate increase were emailed to the CFO.

**IX. ADJOURNMENT**

A. The meeting adjourned at 5:50 pm.

Submitted by:



Date:

