

## The Rico Center Board Meeting

Thursday, March 28th, 2019

6:30 pm

Cristal Hibbard's House

1. **Call to Order/Roll call.** Meeting was called to order at 6:33pm. Gretchen Treadwell, Cristal Hibbard, Nancy Scarborough, Laura Pick, Katie Stokes and Emily Nolan were present. Florence Ezell was phoned in. Kari Distefano was present representing the Town of Rico for their out of cycle grant request.
2. Gretchen moved to allow Kari to present on the out of cycle grant request. Cristal seconded. Unanimous. Kari introduced the Town's need to cover unexpected snow removal expenses due to a higher than average snow year. Kari confirmed that rollover funds from last year's lower than average snow load were used to pay contractors, but that those funds have been exhausted. Questions related to the bathroom remodel request were answered. Kari offered to send over the bids for asbestos removal for Board review. Clarification on the economic assessment section of grant request was provided.
3. **Election of New Members.** Gretchen moved to elect Laura Pick to The Rico Center Board. Cristal seconded. Unanimous. Gretchen moved to elect Katie Stokes to The Rico Center Board. Nancy seconded. Unanimous.
4. **Approval of February 21st, 2019 Meeting Minutes.** Gretchen moved to approve February minutes. Cristal called for clarification and revision of section 6 regarding how many seats are open and in what manner they opened. Board agreed to discuss defining member types and reviewing by-laws at future meeting. Gretchen moved to approve minutes with edits. Cristal seconded. Unanimous
5. Approval of Agenda. Nancy moved to approve agenda. Cristal seconded. Unanimous.
6. Financials & Grant Status. Administrator overview.
  - a. Checking Account \$312,250.36
  - b. Dolores County Tax Rev \$4,923.14
    - i. Last year Comp \$44,302.94
  - c. Grant Status DIST \$104,809.50 O/S \$146,113
  - d. Monthly Expenditures
    - i. Engel House Water and Gas \$56.00
    - ii. Insurance \$139.89
    - iii. Contract Labor –
      1. \$45 Newell Services
      2. \$162.50 Administrator

- e. Interest Earned, ANB Bank \$70.09
- f. Community Banks CO Emergency Fund \$42,400.76

Gretchen moved to approve. Cristal seconded. Unanimous.

7. **2019 Budget.** Board reviewed 2019 budget provided by accountant, but did not move to approve. President will schedule meeting with Erin Neer to address remaining questions. Board agreed to schedule discussion of Engel House ownership for June meeting.
8. **New Online Application.** The new online application is up and running and while well received, it has a few glitches to work through. Application needs ability to be saved and edited until user is ready to submit. TRC will need to create a clean PDF document for grant cycle distribution and an instructional PDF for users to follow during application process.
9. **Out of Cycle Grants.** Board agreed that formal decision letters will be sent to applicants.
  - a. Town of Rico – Board reviewed grant request in detail. Gretchen moved to approve the economic analysis section of grant as funds available up to \$8000 alongside administrative support from the Rico Center. Katie seconded. Unanimous. Gretchen moved to approve the \$15,000 for snow removal with caveat for future regular cycle grant request to include a “snow removal emergency fund” request from which funds will be requested and distributed as needed throughout season. Cristal seconded. Unanimous. Gretchen moved to request that the Town use the bathroom remodel funding already granted towards the unexpected asbestos removal first. Laura Pick recused herself from bathroom remodel vote. Katie seconded. Unanimous.
  - b. Memorial Day – Board reviewed Jenny Nunley’s Memorial Day application and requested that applicant collaborate with a 501(c)3 organization as a fiscal agent and provide more details and a budget in application. The completed application will be considered upon resubmittal.

#### **10. Old Business**

- a. Board agreed to schedule meeting two months out and will publish this information on website. Next meetings are scheduled for April 25<sup>th</sup> at Katie Stoke’s house and May 16<sup>th</sup> at Laura Pick’s house.

#### **11. New Business**

- a. The Rico Center reviewed letter of request for information from local resident, Allyn Svoboda. Response letter will be drafted by Board and sent promptly.
- b. Kari Distefano has requested to view the 2019 forecasted budget. Board is under impression that past financials only are available to public, but will confirm and respond.

Next meeting scheduled for April 25<sup>th</sup> at Katie Stokes house.  
Meeting adjourned at 8:06pm.

Approved the 8th day of July, 2019

Attest: Gretchen Treatwell