

Northern Hills Area CASA
Board of Directors Meeting Agenda
Thursday, August 17, 2023 @ 12:00 p.m. MT
Spearfish Chamber of Commerce
106 W. Kansas Street
Spearfish, SD 57783

I. Call to Order

II. Introductions

III. Approval of Agenda

IV. Minutes

Consider/approve the regular meeting minutes of July 13, 2023.

V. Executive Director's Report—See attachment for more details.

A. Spearfish Canyon Half Marathon & 5K Revenue/Expenses

B. Community Exposure: Days of 76 Rodeo VIP Bar, Spearfish Sasquatch

C. Presentations: City of Spearfish City Council, Meade County Commissioners

D. Black Hills Super 6 Mountain Bike Race; August 19, 2023; KEVN and Black Hills TV ads

E. Basement Apartment Flooding Updates

F. Development Coordinator Position

VI. President's Report (Michaela Anderson)

VII. Treasurer's Report (Tiffany Even)

A. Consider/approve the financial reports from June 2023.

VIII. Committee Reports

A. Events (Nicole McCourt, Board Liaison)

The 38th annual Spearfish Canyon Half Marathon & 5K is set for July 13, 2024. The Black Hills Super 6 Mountain Bike Race will be held on August 19, 2023, at Big Hill Trails. The Northern Black Hills Rotary Club will be serving lunch.

B. Finance/Building-Lease (Tiffany Even, Chair)

1. Continued \$200 reduction in rent for Apartment 2 until flooding repairs are completed.

2. Updates from the committee meeting held on July 31, 2023.

C. Board Development (Michaela Anderson, Chair)

1. Consider being a part of the 2024 Executive Board. All BOD will be personally contacted to inquire about interest. The slate of potential officers, compiled by the Board Development Committee, will be presented at the November meeting. The election takes place at the Annual Meeting in December with silent voting. Set next meeting date.

D. Human Resources (Natalie Owens, Chair)

1. Policy manual suggested revisions by legal team to be explored further.

2. Child Advocacy Specialist Anna Schmidt's 6-month performance review was held on July 24, 2023. BOD Treasurer Tiffany Even was present.

3. Schedule Amy Cermak's 6-month performance review for September, per policy.

F. Marketing/Community Relations/Fundraising *(Tabled until Fall)*

G. Dueling Pianos (Clair Garvin Grable, Chair)

1. Sponsorship updates

IX. Motion to go into Executive Session to discuss personnel issues and salary adjustments.

X. Potential Action Items from Executive Session

XI. Adjournment

The next board meeting will be held on Thursday, September 14, 2023. Sara Kelly, from the Court Improvement Program, will be in attendance.

Attachments:

- July 2023 Meeting Minutes
- Executive Director's Report
- June 2023 Financial Report
- January – June 2023 Financials
- BOD Activities/Involvement
- Updated BOD Contact Information
- Updated BOD Committees
- Black Hills Super 6 Marketing Flyer
- The HandyMan Quote
- Burckhard Construction Contract
- Spearfish Canyon Half Marathon & 5K Revenue/Expenses