

Northern Hills Area CASA
Board of Directors Meeting
Thursday, May 9, 2024
Spearfish Chamber of Commerce
Time: 11:30 a.m. MT

- I. Call to Order** – President Clair Garvin Grable called the meeting to order at 11:30 a.m.
Present: President Clair Garvin Grable, Vice President Natalie Owens, Treasurer Jessie Dufner, Tiffany Even, Erin Fiedler, Kanda Guthmiller, Melissa Kraft, Nicole McCourt, Amy Cermak, Brenda Mosset
Guests: BOD candidates Garth Evers and Amy Petersen, Foster Parent Paula Culver
Absent: Julie Benedict
It was noted a quorum was fulfilled. All motions were passed by unanimous vote, unless otherwise stated.
- II. Introductions**
May 9 is National Homefront Heroes Day, so the ice breaker was: “Who is a hero in your life?”
- III. Guest Speaker: Veteran Foster Parent Paula Culver**
In recognition of Foster Care Awareness Month, Paula gave a presentation on her experiences as a foster parent and the importance of the CASA role. Paula and her husband have fostered over 400 children.
- IV. Approval of Agenda**
A motion was made by Even to approve the agenda. Dufner seconded. Motion carried.
- V. Minutes**
A motion was made by McCourt to approve the April 11, 2024, meeting minutes. Fiedler seconded. Motion carried.
- VI. Executive Director’s Report—See attachment for detailed information.**
Apartment Updates: Two BHSU students have moved into apartment #1. Burckhard Construction will start the repairs/renovation in Apartment #2 within the next few weeks. The former tenant did not pay May rent, so her deposit is being withheld. A letter will be sent with this information, along with the list of damages in the apartment. Cermak highlighted CASA volunteers and noted the total children served in 2024 is 65.
- VII. President’s Report (Clair Garvin Grable)**
Garvin Grable has a possible option for NHCASA exposure at the Deadwood Farmers’ Market this summer. There was some discussion about possibly attending one of the five available dates. Board members were encouraged to participate in the Child Watch Tour, as Garvin Grable noted it is a valuable experience.
- VIII. Treasurer’s Report (Jessie Dufner)**
Dufner noted there was not much change from last month’s Balance Sheet. Revenue has increased, along with the gift-in-kind donations. She encouraged board members to support these local business sponsors and thank them for helping NHCASA achieve our mission. Dufner mentioned the professional expenses increased because of the audit charges. Anna DeSmet, from DeSmet CPA Group, plans on presenting the findings from the 2022 full audit and 2023 audit review at the June board meeting. Dufner praised Cermak for her presentation at the CASA Commission meeting, in which NHCASA was allocated \$23,000.

A motion was made by Owens to approve the March 2024 Financial Report and seconded by Even. Motion carried.

IX. Committee Reports

A. Finance/Building-Lease (Jessie Dufner, Chair)

The Burkhard Construction quote for apartment #2 was discussed. Mosset thoroughly cleaned the apartment and discovered some items were salvageable. The painting portion of the quote seemed high, so other options are being pursued.

A motion was made by Guthmiller for the construction costs not to exceed \$21,000. McCourt seconded. Motion carried.

A motion was made by Owens to raise the rent of apartment #2 from \$850 to \$975. Fiedler seconded. Motion carried.

Dufner is working on the details for moving the LPL investments to Ameriprise, as was discussed in previous meetings when Kate Kelley was the NHCASA Executive Director. The next committee meeting will be held on Monday, July 8, at noon.

B. Board Development--2024 Focus Committee (Natalie Owens, Chair)

Feedback from the inaugural Learn About CASA for board members was positive. CASA volunteer Julia O'Neil-King was the featured speaker. Potential BOD recruits noted there was a lot of information to process, but they, along with current board members, gained a wealth of knowledge about the company operations, volunteers, fundraisers, and the NHCASA mission. The committee continues to work on the details regarding the board job descriptions and the board mentorship program. An onboarding session will be held after the election of new board members which will focus on financials, board responsibilities/expectations, and committees. The next meeting is scheduled for Tuesday, June 4, at noon.

C. Human Resources (Tiffany Even, Chair)

Ideas for discussion at the next committee meeting, set for Monday, June 10, at noon, will include the possibility of offering staff benefits, such as vision, dental, disability, and life insurance. Evens will reach out to Vern Bills for more information. Different types of retirement plans will also be discussed. This information will need to be shared with the finance committee, as well. The committee will focus on ways to reward staff for their efforts through other options besides salary/benefits. Discussion was had regarding consideration of an agreement with the apartment tenants regarding Wi-fi usage.

D. Dueling Pianos (Kanda Guthmiller, Chair)

The committee is planning to send out some type of survey for meal choices. Jodi Elmore, with Legacy Financial Partners, has been secured as a Friend of CASA \$750 donor. The May meeting was cancelled due to scheduling conflicts. The committee is ahead in the planning stages, as compared to 2023. Board members are expected to sell the equivalent of 16 tickets or 2 tables. The next meeting is scheduled for Thursday, June 6, at noon.

E. Signature Fundraising Events (Nicole McCourt, Board Liaison)

Evers noted the NHCASA Facebook events pages need to be updated from 2023.

McCourt encouraged board members to share the Facebook postings on their personal pages and promote the half marathon and BHS6 wherever possible.

X. Adjournment

A motion to adjourn was made by Owens and seconded by Dufner. Motion carried. The meeting was adjourned at 12:54 p.m.

The next BOD meeting will be held on Thursday, June 13, 2024, at 11:30 a.m., at the Spearfish Chamber of Commerce.

Submitted by: Amy Cermak, NHCASA Executive Director

_____ Date _____

Approved by: Clair Garvin Grable, 2024 NHCASA BOD President

_____ Date _____