

## BOARD MEETING MINUTES

Board of Directors Meeting  
January 28, 2026 Noon – 1:30 PM  
In person at Avenue D and Teams



**Present:** Brooke Rivera, Graham Scott (Teams), Amy Carter, Sue DeVries, Jeff Tibbals, Brian McHugh, Corinne Streeter, Brandon Hoskins (Teams), Linda Roers (Teams), Becky Rosenleaf, Heather Hirsch, Duane Loken, Chris White  
**Staff:** Erika Purington, Tyler Amundson, Kristen Rose, Evelyn Dempsey, Jason Rodriguez, Taylor Abrahms (Board Mentee), Bridget Stewart  
**Guests:** Mary Beth Brotzel

**Call to Order:** Brooke called the meeting to order at 12:01 PM

### Approval of Minutes:

**\*\*Motion was made to approve the minutes of December 3, 2025, meeting by Sue DeVries, 2<sup>nd</sup> by Amy Carter. Motion unanimously approved.**

**Introduction:** Mary Beth Brotzel

**Correspondence:** Many thank you cards from staff to the Board for the fabulous Holiday Party!!

**Public Comment:** No comment

**Board Development & Education** - Meals on Wheels (Stacy out on route-no discussion)

**Mission in Action:** Jerry Wamsley

- Mary Beth Brotzel shared Jerry's story
- Widower who volunteered at numerous organizations - quiet, positive presence
- Endowed our organization with a very generous amount

**Finance/Personnel Committee Chair Assignment:** Board President nominated Brian McHugh

**\*\*Motion to install Brian McHugh as Finance and Personnel Committee Chair made by Duane Loken, 2<sup>nd</sup> by Corinne Streeter. Motion unanimously approved**

**Fund Development/Marketing Committee:** Sue DeVries gave the committee report

- The focus is on upcoming fundraisers

- “The Party” - Adult prom - May 8, 2026, at the Northern
  - Wine Pull suggested as opposed to Booze basket
- Annual golf tournament - August date

**Finance & Personnel Committee:** Brian McHugh gave the committee report

- December 2025 financial statement was presented and questions answered
- A revised vacation/sick accrual policy was presented to the Board
  - Addresses employees carrying a large amount of vacation and sick in their accounts - one time payout
  - Provides clarity on calculation of accrual to accommodate the merging of the two companies - based on time worked

**\*\*Motion to approve the revised vacation/sick accrual policy, with the stipulation that the policy is made retroactive to January 23, 2026, made by Duane Loken, 2<sup>nd</sup> by Becky Rosenleaf. Motion unanimously approved.**

- BSSS/ARA final audit report – unmodified and clean
- Discussion regarding goals for surplus funds and possible investment strategies will be brought forward at February Board meeting.

**Program Oversight:** Committee report given by Linda Roers

- A plan for revision of the SHH rates was presented
  - Update of rates to better align with same services elsewhere
  - Will better identify clients with greater need

**\*\*Motion to approve the revised SHH rates made by Becky Rosenleaf, 2<sup>nd</sup> by Heather Hirsch. Motion unanimously approved.**

**Governance & Recruitment:** No Report - February meeting planned

**Executive Committee:** Report given by Brooke Rivera

- 3 - 5 year strategic planning underway
- Core Value Statement presented

**\*\*Motion to approve the Core Values as presented by the Executive Committee made by Sue DeVries, 2<sup>nd</sup> by Brian McHugh. Motion unanimously approved.**

**Director of Community Services:** Report given by Evelyn Dempsey

- Focus
  - MOW route coverage is main concern
- SHH recruitment needed

- Property tax assistance underway
- During Medicare part D open enrollment, **we saved our clients 1.2 Million dollars**

**Director of Mission and Development:** Report given by Tyler Amundson

- Sponsorships update - February meeting with Allies
- Grants - Received \$150,000 from the National Council on Aging
- Marketing - Vehicle advertising being researched
- Advocacy - Working on legislative agenda

**Director of Human Resources:** Report given by Kristen Rose

- EFlex update
  - 8 weeks from approval to implementation
  - EFlex very accommodating and easy to work with

**CEO:** Report given by Erika Purington

- Laurel transportation issues discussed
  - Allies has no vehicles there; we pay the drivers
- Cash management was discussed and board encouraged to share their ideas with Finance and Personnel Committee

Next Board meeting will be held February 25, 2026, Ave D at 12:00 PM, Lewis/Clark Room, In person and Teams.

**\*\*Motion made to adjourn the Board meeting at 1:31 PM made by Duane Loken, 2<sup>nd</sup> by Becky Rosenleaf. Motion unanimously approved.**

**Minutes prepared by:** Bridget Stewart – Bookkeeper/Admin Support  
**Approval Date:** 02/25/2026

These minutes serve as the official record of the Adult Resource Alliance of Yellowstone County Board of Directors Meeting held on January 28, 2026.