

## BOARD MEETING MINUTES

Board of Directors Meeting  
February 25, 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, Linda Roers (phone), Becky Rosenleaf, Heather Hirsch, Duane Loken, Chris White

**Staff:** Erika Purington, Tyler Amundson, Kristen Rose, Evelyn Dempsey, Jason Rodriguez, Bridget Stewart

**Guests:** Stacy Seward

**Call to Order:** Brooke called the meeting to order at 12:04 PM

### Approval of Minutes:

**\*\*Motion to approve the minutes of January 28, 2026, meeting (addition of Heather Hirsch to present) made by Duane Loken, 2<sup>nd</sup> by Sue DeVries. Motion unanimously approved.**

**Introduction:** Stacy Seward - Meals on Wheels Manager

- 100 regular drivers; 40 sub drivers - 3 routes to fill
- 260 client participants daily; 140 meals delivered to sites daily
- FY25 - 72,764 meals; FY26 - 37,659 at halfway point

**Correspondence:** No correspondence

**Public Comment:** No comment

**Board Development & Education** - Becky Rosenleaf and Jeff Tibbals

- Billings Community Foundation - Board Development training sessions
  - Every two months (approx.) through 2026
  - Topics vary per session to inform and improve Non-profit Board effectiveness
  - Very enlightening and helpful experience - many ideas

**Mission in Action:** Discussion

- Becky shared story of delivering MOW with her grandparents who then became MOW recipients
- Generational bridges built

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

- Distribution of information regarding “Allies in Aging” can be as simple as distributing a few “Prime Connections” to the Dr’s office
- Giving relationships
  - Dispensary sponsorship discussed
- Gift acceptance policy tabled until next Board meeting for examination by members
- “The Party” - Adult prom - May 8, 2026, at the Northern
  - Wine/Booze pull discussed
- Vehicle signage being priced to assess viability

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

- January financial report presented and discussed
  - Due to 3 pay periods and End of Year catch ups deficit inflated - expenses were normal
- Cash management proposal was presented
  - Will allow us to put liquid cash to work and still have available funds if needed

**\*\*Motion made to adopt the Cash Management Proposal as outlined made by Linda Roers, 2<sup>nd</sup> by Amy Carter. Motion Unanimously approved.**

- BearPaw Painting proposal
  - Painting required on 2<sup>nd</sup> floor of Ave D

**\*\*Motion made to approve the estimate from BearPaw Painting dated 02/09/2026, made by Becky Rosenleaf, 2<sup>nd</sup> by Amy Carter. Motion unanimously approved.**

**Program Oversight:** Linda Roers gave the committee report

- Clients informed of SHH rate increase with March billing
  - May 1, 2026, effective date
- Kickoff for Mill Levy RFP
  - Sites will be notified in March - April presentations expected
- Laurel Transportation Program proposal presented
  - Will eliminate liability currently carried by Allies for the City of Laurel Transit system after six months
  - Documentation will stand as the beginning of the 6-month waiting period for the MOU with City of Laurel

**\*\*Motion to approve the Laurel Transportation Program proposal made by Becky Rosenleaf, 2<sup>nd</sup> by Amy Carter. Motion unanimously approved.**

**Governance & Recruitment:** Brooke Rivera gave the committee report

- Work on By-Laws

- Skill set needs of “Allies” Board taken into consideration to better target recruitment efforts

**Executive Committee:** Brooke Rivera gave the committee report

- 3-5 year strategic planning underway
  - Consultant to aid in efforts discussed
- Possible Board retreat/training in April

**Director of Community Services:** Evelyn Dempsey on Grant call

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

- February “Afternoon with Allies” canceled due to lack of response
  - Tactic change moving forward
- “The Party”
  - Tickets on sale now
  - Still pursuing Major sponsor
  - Royalty - \$100.00 donation to enter; donors can donate \$ on website to elect
- Allies in Aging to host Chamber “Next Hour” 3/19

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

- EFlex update
  - Sick time and Vacation accrual are having a few issues; EFlex is very responsive; transition is going well on whole
- Recruitment of kitchen staff and SHH continuing to be a challenge

**Director of Nutrition and Meal Sites:** Report given by Lorri Pool

- Strategic planning underway
  - Meal site surveys dispersed - to evaluate need/focus
    - Nutrition and customer experience
  - Cost analysis being done to discern most effective expenditure path
- Staffing is moving in a positive direction; Staff are being cross-trained

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

**\*\*Meeting adjourned at 1:31 PM**

**Minutes prepared by:** Bridget Stewart – Bookkeeper/Admin Support

**Approval Date:** 3/25/2026

These minutes serve as the official record of the Adult Resource Alliance of Yellowstone County Board of Directors Meeting held on February 25, 2026.

