

Almost Home, Inc. Board Meeting Agenda

March 17, 2025 - 8:30 A.M./United Power Meeting Room

1. Welcome and Consent Agenda - 8:30 am - 8:35 am

Attendance:

Board:

Peter Padilla (president), Tom Green, Justin Martinez, Justin Adcock (online), Troy Hageman, Caleb Whetstine (online), Becky Mandez., Heidi Williams (online), Peggy Jarrett, Andrea Wieland (treasurer, online) Elisabeth Bednarcik (online).

Staff:

Jessica Fiedler. Amber Wright, Nicole Cavalino, Delaney Coe, and Elizabeth Sustaita.

a. Welcome

1. Welcome and Introduction of Guests/Visitors
2. Alexander and Williams PLLC
3. Roll Call and Confirmation of Quorum

b. Consent Agenda

1. Approval of Board Meeting Agenda
2. Approval of February Meeting Minutes

Approval of the agenda/minutes, 1st Tom Green, 2nd Troy Hageman. All approved

Doug Williams, Audit results, financial statements complete

- Single form in progress
- Suggestion for adding additional QuickBooks training for finance team
- 4/year Audit help

Public Comment – 8:35 am – 8:40 am

- c. Public Comment-Invitation for Guests to Speak on Items Not on the Agenda – no one for comment

2. New Business – 8:40 am – 8:50 am

- a. Auditor Presentation
- b. Audit Acceptance
- c. Approval of additional Line of Credit
 - Information to the board about an emergency action that the Executive Committee took for an emergency \$50K loan to make payroll

Approval - 1st Becky Mandez/2nd Justin Martinez

3. Unfinished Business - none

4. **Programs and Services Report – Delaney Coe, Dep. Director/Lily Kapitan, Impact Mgr.**
8:50 am – 9:05 am
 - a. **Housing Services Program – Elizabeth Sustaita, Housing Services Program Manager**
5. **Finance Report – Amber Wright, Finance Director** *9:05 am – 9:15 am*
 - a. January Financials
Approval of Finance Report 1st Peggy Jarrett, 2nd Troy Hageman - All approved
6. **Grants Report – Nicole Cavalino, Grants Manager** *9:15 am - 9:20 am*
7. **Development Report – Rachel Monroe, Philanthropy and Communications Director**
9:20 am – 9:30 am
8. **Executive Director Report – Dr. Jessica Fiedler** *9:30 am – 9:35 am*
9. **Committee Reports** *9:35 am – 9:40 am*
 - a. Board Development Committee: Recruiting & Training
 - b. Finance Committee: Review financials in depth and prepare/approve budget
 - c. Fundraising Committee: Identify and Create Fundraising Strategies
 - d. Special Events Committee: Plan and Implement Special Events
 - e. Facilities Review Committee – Office and Shelter Facilities

Adjourn – 9:45 am
Next meeting date is April 21, 2025

**FACILITIES MEETING WILL BE HELD AFTER THE REGULAR BOARD
MEETING**

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