

Kavod Senior Life  
Board of Directors  
Board Meeting  
October 23, 2023

The board meeting was a hybrid meeting (in person for those who were present and virtual for those who could not attend in person). Present: Ellen Abrams, Joe Dubroff, Scott Fisher, Connell Saltzman, Gary Saltzman, Joey Simon, Jamie Sarche, Jan Schorr, Steven Summer, Yolanda Webb, and Essey Yirdaw. Via Proxy: Rob Friedman. Staff: Michael Klein, John McCarthy, Tracy Kapaun, and Christine Dewhurst Non-voting Member: Katie Barbier and Rabbi Birdie Becker. Guests: From Comer Nowling – Doug Jones, Cami Demaree, and Jessica Vaughn, and Shira Zimmerman, from Zim Consulting. Each person in attendance acknowledged the ability to hear and speak during the meeting.

As Ms. Molly Zwerdinger was on medical sabbatical and Chair-elect Scott Fisher was remote, Past-Chair Steven Summer led the meeting. He ascertained that a quorum was established and called the meeting to order. With a quorum established, the consent agenda was presented for approval. Mr. C. Saltzman moved to approve with a second by Mr. Fisher. Motion passed.

Mr. Michael Klein introduced Rabbi Birdie Becker, who is a member of the Rocky Mountain Rabbinical and Cantor Council. He explained the purpose of the D'var Torah. Rabbi Becker then did the D'var Torah (her remarks are attached).

Mr. John McCarthy and Mr. Joey Simon introduced our auditors from Comer Nowling, Doug Jones, Cami Demaree and Jessica Vaughn, who presented the 2022 Consolidated Audit. Auditors had a clean opinion for the 2022 audit. They noted that net cash increase was \$2.9 mm towards the \$10mm balance sheet. Total consolidated assets were \$35mm with total liabilities of \$16mm. It also was noted that the Foundation lost \$1.3mm due to market losses. Staff were asked to leave to allow the auditors and board a private session for discussion. Staff returned and after the auditors left additional discussion centered on establishing stronger communication protocols and expectations between auditors and staff to streamline the process going forward. Connell Saltzman moved to approve the consolidated audit as presented with a second from Gary Saltzman. The motion passed.

Ms. Yolanda Webb presented the bi-annual compliance committee report to the board. She noted that the assisted living program had a couple of tags from the annual survey, which have been corrected. Staff have put in place various in house auditing processes to monitor key areas. Dining services received several minor citations, which were corrected during the surveyor's visit or shortly thereafter. The rest have since been corrected. Staff have received additional training in these areas and the Director of Dining Services is doing routine audits. HUD has changed their inspection process from REAC to Nspire. Several staff members in the facilities department have been trained on the Nspire process. Our Voluntary Compliance Agreement has been submitted to HUD and all initial deadlines having been met. The Language Access Plan (LAP) and Resident Selection Plan (RSP) are still under review by HUD. We applied to be part of the SNAP program and are waiting for formal approval.

Ms. Shira Zimmerman from Zim Consulting provided a presentation and review of the Kavod Senior Life's approach to grants and foundations. She noted that there is an ebb and flow in funding from grantors and foundations due to timing and duration of grants. She noted that once a month she attends the Leadership Meetings which allow improved brainstorming between Zim and staff. Due to time constraints, the donations/fundraising report was tabled until the December meeting.

Mr. Fisher and Mr. Klein advised the Board we have agreements with two home health care agencies to be our preferred home care providers: Pasco and Alpine Home Health. Pasco is a Class A licensed agency and Alpine Home Health has a Class B agency.

Due to time, Mr. Klein indicated his CEO report would be sent via email to the board as would the tribute to a major founder Elaine Wolf, who passed away at the beginning of October.

Mr. Summer announced the retirement of long time employee and COO Tracy Kapaun. Ms. Kapaun has worked for Kavod for over 26 years and will be retiring on March 29<sup>th</sup> of 2024. Mr. Summer and the Board thanked Ms. Kapaun for her years of dedicated service to Kavod and wished her well in her upcoming retirement. Ms. Kapaun thanked the board for the wishes.

The meeting adjourned at 7:00pm.