



459 Lewis Street, Pagosa Springs, CO 81147 970-507-0122 [aspenservices@aspenservices.org](mailto:aspenservices@aspenservices.org)

**Board Meeting AGENDA for  
Wednesday, March 11, 2026 @ 4:15 pm**  
Meeting location: ASPiP Office – 459 Lewis Street

**1. Call to order:** Verification of quorum

**2. Welcome of Guests:** Sierra Sosa and Aaron Bogard

**3. Additions to today's agenda**

**4. Approval of today's meeting Agenda**

**5. Approval of Consent Agenda:**

**Minutes of February 11, 2026, Financials through January 31, 2026, Committee Reports and Directors Report (attached to Packet)**

**6. Committee & DBA Reports:**

**PS Froyo: (Amythest)**

- Lewis Street will be closed from March 11 – May 30 – with access provided on Hot Springs and 3<sup>rd</sup> St as alternatives
- Discuss financial results

**Aspen Services (Becky & Nicole)**

- Class B license update
- Monthly billing report
- Update on Parent March Parent meeting
- New client enrollment status update

**Financial (Bryan)**

- Proposed new CPA – Jamie Matthews – **VOTE** to Accept Letter of Engagement (if available)

**Capital Campaign (Pattie)**

- Capital Campaign update

**Events/Fundraising/Marketing (Keena & Pattie)**

- Leaf Campaign being distributed
- Event Dates:
  - Golf Tournament: June 6<sup>th</sup> at Rio Grande Resort
  - Duathlon: July 11<sup>th</sup>
  - ColorRun: September 19<sup>th</sup>
- Hot Springs banners scheduled for each event.
- Durango Wine Experience – April 24<sup>th</sup> & 25<sup>th</sup> – Volunteer training on April 16 – details to come

**Facilities (TBD):**

- Received approval from BWD to add cable railing directly to posts until they do major remodel – finding handyman

**Aspen House Building (Marybeth)**

- Update on current status/progress – see report attached



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**7. Grants: (Pattie)**

- Finalizing DOH 'Building Dev. Grant – Due 3/15/26
- **VOTE** to accept Signatory Resolution for DOH Grant (attached)
- Will start the Dinsdale grant application as soon as DOH complete
- MSST currently in review by trustees
- Any volunteers to help with grant tracking and reporting???

**8. HR/Governance (TBD)**

- Updates and New Information

**9. New Business:**

**10. Executive Session – If needed**

**11. Next Meeting: April 8th, 2025 at the Aspen House office at 4:15 pm.**

**12. Adjourn**

A Safe Place in Pagosa, Inc. A recognized 501(c)(3) nonprofit corporation TIN: 46-4975570 Donations are deductible to the full extent allowed by law. Property address: 2079 Vista Blvd. • Corp State No: 20141751401 (12-10-2014) Charitable Organization filing: 20183004132 (2-26-2018) dba Aspen House State No.: 20151650921 (10-6-2015) dba Aspen Services State No.: 20201047839 (1-18-2020) dba PS Froyo State No.: 20211233100 (3-7-2021). Blue Jay Circle (physical address of record)

**Mission Statement**

To cultivate an environment of success for adults with developmental disabilities and their community.

## Aspen House/ Aspen Services

Board of Directors Meeting February 11<sup>th</sup>, 2026

### **MINUTES**

1/ C.T.O. 4:23 p.m.

2/ Welcome of guests; MB, Becky, Pattie, Aaron Bogard-In Pagosa for 8 years, caregiving for his parents, brings lots of different skills and is interested in volunteering. Sierra Sosa, O.T. at P.S.M.C., from Florida, lots of pediatric experience.

3/Additions to agenda

a/Correction to Keena's hire date, started 1/26/26

b/ Next meeting start time corrected to 4:15 p.m. (typo in agenda)

c/ Board Training in March and April

d/ Event Schedule

e/ Volunteer Manager

4/ Approval of agenda- no dissents

5/ Approval of consent agenda, minutes January 14<sup>th</sup> 2025, financials through December 31<sup>st</sup>, 2025, committee reports, and directors report- no dissents

6/ New board members and officer slate

a/ MOTION for Nicole to become president- by Ali, second Jana.

Motion carried with no dissent.

b/ MOTION for officer slate; president-Nicole, vice president-Jana

secretary-Ali, treasurer-Bryan by Nicole, second Jana. Motion carries with no dissent.

c/ MOTION for Renea Harris to join the board by Jana, second Ali. Motion carries without dissent.

7/ 2025 year in review

GOOD YEAR! Great progress with building committee, month by month reviewed.

8/ Committee and DBA reports

A/ Fro - Yo

~Written report from Amythest reviewed

~No response from BWD about porch and roof, Pattie will check in with them beginning of next week.

~Discussed check signing ability for Amythest. Consensus is to wait on this until the entities have been separated financially and then re visit.

B/ Aspen Services Becky

~Class B license, still in holding pattern with the state

~Parent meeting had 22 people! DHS was there and some good relationships were started.

~Billing, no money in for January, we can't bill through the new system yet. Will have to bill manually and the support people for the new system will do this. February 2<sup>nd</sup> state SLS money came in. 2-3 new people that we may be able to bill for. Becky gave the board a client services workload/units/income worksheet, there is money

being left on the table for Aspen Services and we had discussion about adding another DSP. The board is supportive of this, and Becky will start a job posting.

~Letter of intent for residential care facility in today!

~Discussion about organizational structure when house is built and discussion of Becky's role when house is built. Chart presented by Pattie (see attached).

~Long term services and supports program summary of recent state budget impacts.

#### C/ Financials Pattie

~No letter of engagement from Jamie Matthews yet. MOTION by Nicole that when we receive her letter the board will vote by e-mail on its acceptance. Second Jana, no dissent.

~Budget discussion, maintenance and Fro Yo Logs. MOTION by Ali to accept 2026 budgets as presented. Second Jana, no dissent.

~MOTION by Jana to remove Keena and Kelly as signers and replace with Nicole and Ali. Second Nicole, no dissent.

#### D/ Capitol Campaign Pattie

~640,000\$ is the new goal!

~May 1st start excavation!

~The bake sale made 3000\$!

~DOLA may be 500,000\$

## E/ Events/Fundraising/Marketing Keena and Pattie

~Carolyn sent a proposal that we table the golf tournament and duathlon this year in favor of a fundraising gala. She proposes we keep the color run as it is a more community centered event. Board discussion about the pros and cons of this. Concern about continuity of these events and missing a year. The consensus of the board is to keep these events in the calendar. Nicole brought up where the proceeds of these events go and if these proceeds should benefit Aspen Services.

~LEAF campaign being created.

~Sunday pre-view covers and hot springs banners scheduled

~St. Patrick's parade Saturday March 14<sup>th</sup>(?) discussion about having a booth.

~ The current event schedule is Golf Tournament June 6<sup>th</sup> at Rio Grande Resort, Duathlon July 11<sup>th</sup> and Color Run September 19<sup>th</sup>.

## F/ Facilities

~No updates

## G/ Aspen House Building MB

~ Building committee report reviewed.

~Builders risk insurance got an estimate of 4800.00\$ and plan to proceed with policy.

~Engineer approved site plan and drainage study.

~MB meets about driveway access permit tomorrow.

~Utility map for fire suppression system done, will get an updated quote for the system.

~Haven't heard back from the fire department about their construction fee, MB has a call in to them.

~Building application permit soon!

~Updates from MB attached.

## 9/ Grants Pattie

~May and Stanley Smith Foundation 60,000k, focus on operations, edits to financials being made.

~RMHF 5000\$, applied for.

~Durango Wine Festival 2,500\$, applied for. April 24<sup>th</sup> and 25<sup>th</sup>, will need volunteers.

~19<sup>th</sup> Hole Concerts 2,000\$, applied for. June tbd

~Dinsdale grant, Nicole.

~DOH building development grant in progress. Starting the environmental study and the market study investigation. Application is extensive. March 15<sup>th</sup> pre application, May 15<sup>th</sup> Application. Impacts of this on getting a loan discussed, could put in deed restrictions? Pattie will reach out to attorney to discuss.

## 10/ HR/Governance

~Keena's resignation acceptance.

~MOTION by Ali to accept new HR policies and updated employee agreements as presented. Second Jana. No dissent.

## 11/ New Business

~Keena hired as administrative assistant, started on 1/26/2026.

~Business structure of Aspen Services and Aspen House once the house is built discussed. Chart that Pattie presented earlier was discussed, with A Safe Place Pagosa being the PASA.

~Co-Ed discussion. Becky thinks there is a board motion already in place.

~Accepting people outside of Archuleta County still needs to be decided.

~ Red Folder House Opening Committee to be established(revived?). Becky will work on this.

~Board training in May(?) 40\$ per person, Pattie will send information out when she gets it.

~Volunteer manager needed. Jana thinks Julie might be interested in this and will ask.

~Ali finished her adaptive trainer training.

12/ No executive session.

13/ Next meeting March 11<sup>th</sup> at 4:15 p.m. mst

Meeting adjourned at 6:05 p.m.

# **2026 Aspen House Directors and Officers**

*Voted on at February 11, 2026 Meeting*

**President:** Nicole Smith

**Vice President:** Jana Schick

**Secretary:** Ali Braun

**Treasurer:** Bryan Looper

## **Directors:**

Julie Pederson

Renea Harris

## **Staff:**

**Executive Director:** Pattie Copenhaver

**Services Director:** Becky Thompson

**PS FroYo Admin Mgr:** Amythest Barker

**PS FroYo Rest. Mgr.:** Tamara Ellis

## **Proposal: Strategic Realignment of 2026 Event Schedule**

**To:** Board of Directors

**From:** Capital Campaign Committee

**Date:** February 11, 2026

**Subject:** Optimizing Events for Increased Impact of our Capital Campaign

This proposal outlines a strategic shift in our current events calendar. As a committee, we feel that this year it is paramount that we focus on the building of Aspen House. We have the monies for dry-in, and start date is scheduled for May 1. We are \$650,00 away from having the money needed for a completed home and may receive as much as \$500,00 from a Dola grant.

We are proposing that we table the Golf Tournament and Duathlon for this year and focus on activities that are held at the property and/or involve the community as a whole.

We do think that the Color Run serves the purpose of community outreach to large numbers of people and it should be held this year.

This proposal would include, instead of a gala, having an informal gathering on the property after the dry-in is complete - sometime late August or early September. This would be a community-wide event where we would show that we have made tremendous progress and are continuing to move forward.

The goal is to garner continued community support and show that we are accomplishing our goal to build and provide sustainability to Aspen House.

Carolyn Paschal

Bryan Looper

Joanne Irons

Pattie Copenhaver

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## **Building Committee Update – Report**

2/11/2026 Meeting

Since submitting this report on 02/04/2026, exciting things happened.

1. We got a quote from Leavitt Insurance for the builder's risk insurance policy, looks like it will be less than \$4,800! A few more folks are working on other options. Tim Brown has used this agency over the years and trusts them. Unless another carrier comes in significantly lower in cost, we might consider sticking with Leavitt, a known and trusted office and agent in Durango. Another quote came in at \$12,000.

2. The county engineer approved our drainage study and site plans. The ball is now in the Road & Bridge official, Dan Harper, who said he should have our driveway access permit today or tomorrow.

3. Now that we have the utility plans from the engineer, we can get an updated quote from Advance Fire Systems out of Durango for the wet fire suppression system.

4. We have not heard back from the fire department regarding their new construction fee of \$1,400. I have a call into Chief Bertram to follow up on a plea letter I delivered on January 7, 2026.

5. I'm preparing the building permit application. Left VM for Diane at the building department to answer some questions I have. We may be able to apply for permit next week depending on the response from the fire department.

6. Add to next steps: obtain updated fire suppression system and wheel chair lift quotes.

Marybeth Snyder

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## **ACTION ITEMS**

### **Facilities:**

BWD Follow-up for building repairs – Pattie C 02/11/26

### **Aspen Services:**

Policies for review – Jana 02/11/26

Job posting for additional DSP – Becky 02/11/26

### **Volunteer:**

Find new volunteer coordinator for tracking hours, placing volunteers, etc. Jana to speak with Julie 02/11/26

### **Financial:**

Follow up with potential CPA – Pattie or Brian 02/11/26

**A Safe Place In Pagosa, INC.**  
**Balance Sheet by Class**  
As of January 31, 2026

	Froyo	Operating	Services	Unclassified	TOTAL
<b>ASSETS</b>					
<b>Current Assets</b>					
<b>Checking/Savings</b>					
10000 · Bank of Colorado -5427	25,932.29	-567.26	-9,479.18	0.00	15,885.85
10001 · Bank of Colorado- Sweep 5427	30,275.10	0.00	0.00	0.00	30,275.10
10002 · Bank of Colo- Gen Rest -1872	0.00	221.08	0.00	0.00	221.08
10003 · Petty Cash	0.00	500.00	0.00	0.00	500.00
10004 · Bank of Colorado- 5415	-37.60	23,724.56	-37.60	0.00	23,649.36
10005 · Bank of Colorado- Sweep 5415	0.00	173,736.79	0.00	0.00	173,736.79
10006 · Bank of Co- Cap Campaign	0.00	500.00	0.00	0.00	500.00
10007 · Bank of Colorado- Rest 4336	0.00	347,001.93	0.00	0.00	347,001.93
10008 · Charles Schwab-5542	0.00	969.21	0.00	0.00	969.21
<b>Total Checking/Savings</b>	<b>56,169.79</b>	<b>546,086.31</b>	<b>-9,516.78</b>	<b>0.00</b>	<b>592,739.32</b>
<b>Accounts Receivable</b>					
11000 · Accounts Receivable	0.00	0.00	4,069.02	0.00	4,069.02
<b>Total Accounts Receivable</b>	<b>0.00</b>	<b>0.00</b>	<b>4,069.02</b>	<b>0.00</b>	<b>4,069.02</b>
<b>Other Current Assets</b>					
12101 · Food Inventory	7,794.35	0.00	0.00	0.00	7,794.35
<b>Total Other Current Assets</b>	<b>7,794.35</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,794.35</b>
<b>Total Current Assets</b>	<b>63,964.14</b>	<b>546,086.31</b>	<b>-5,447.76</b>	<b>0.00</b>	<b>604,602.69</b>
<b>Fixed Assets</b>					
15000 · Furniture and Equipment	0.00	3,842.57	0.00	0.00	3,842.57
15001 · 2022 Nissan Rogue	0.00	0.00	24,002.20	0.00	24,002.20
15002 · Pro Shed	0.00	1,980.00	0.00	0.00	1,980.00
15003 · 2079 Vista Blvd	0.00	45,000.00	0.00	0.00	45,000.00
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>50,822.57</b>	<b>24,002.20</b>	<b>0.00</b>	<b>74,824.77</b>
<b>TOTAL ASSETS</b>	<b>63,964.14</b>	<b>596,908.88</b>	<b>18,554.44</b>	<b>0.00</b>	<b>679,427.46</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Credit Cards</b>					
40000 · Bank of Colorado -CC	2,036.30	2,221.20	992.68	0.00	5,250.18
<b>Total Credit Cards</b>	<b>2,036.30</b>	<b>2,221.20</b>	<b>992.68</b>	<b>0.00</b>	<b>5,250.18</b>
<b>Other Current Liabilities</b>					
20000 · Gift Card Sales	7,400.65	0.00	0.00	0.00	7,400.65

**A Safe Place In Pagosa, INC.**  
**Balance Sheet by Class**  
As of January 31, 2026

	Froyo	Operating	Services	Unclassified	TOTAL
<b>24000 · Payroll Liabilities</b>					
24100 · Colorado Withholding	188.00	133.00	268.00	0.00	589.00
24200 · Colorado Unemployment	168.94	93.54	177.02	0.00	439.50
24300 · Co FAML I	69.76	37.50	71.98	0.00	179.24
24400 · Employee Tips Payable	1,112.18	0.00	0.00	0.00	1,112.18
24000 · Payroll Liabilities - Other	-4,135.44	-7.44	2,119.10	0.00	-2,023.78
<b>Total 24000 · Payroll Liabilities</b>	-2,596.56	256.60	2,636.10	0.00	296.14
<b>25000 · Construction In Progress</b>	0.00	-15,011.00	0.00	0.00	-15,011.00
<b>25500 · Sales Tax Payable</b>	-0.49	0.00	0.00	0.00	-0.49
<b>Total Other Current Liabilities</b>	4,803.60	-14,754.40	2,636.10	0.00	-7,314.70
<b>Total Current Liabilities</b>	6,839.90	-12,533.20	3,628.78	0.00	-2,064.52
<b>Total Liabilities</b>	6,839.90	-12,533.20	3,628.78	0.00	-2,064.52
<b>Equity</b>					
30000 · Opening Balance Equity	62,832.47	604,414.96	24,002.20	0.00	691,249.63
31500 · Temp. Restricted Net Assets	0.00	241,352.00	0.00	0.00	241,352.00
32000 · Unrestricted Net Assets	-1,355.17	-236,875.30	1,631.07	0.00	-236,599.40
Net Income	-4,353.06	550.42	-10,707.61	0.00	-14,510.25
<b>Total Equity</b>	57,124.24	609,442.08	14,925.66	0.00	681,491.98
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>63,964.14</b>	<b>596,908.88</b>	<b>18,554.44</b>	<b>0.00</b>	<b>679,427.46</b>

## Balance Sheet

As of January 31, 2026

	Jan 31, 26
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Bank of Colorado -5427	15,885.85
10001 · Bank of Colorado- Sweep 5427	30,275.10
10002 · Bank of Colo- Gen Rest -1872	221.08
10003 · Petty Cash	500.00
10004 · Bank of Colorado- 5415	23,649.36
10005 · Bank of Colorado- Sweep 5415	173,736.79
10006 · Bank of Co- Cap Campaign	500.00
10007 · Bank of Colorado- Rest 4336	347,001.93
10008 · Charles Schwab-5542	969.21
<b>Total Checking/Savings</b>	592,739.32
<b>Accounts Receivable</b>	
11000 · Accounts Receivable	4,069.02
<b>Total Accounts Receivable</b>	4,069.02
<b>Other Current Assets</b>	
12101 · Food Inventory	7,794.35
<b>Total Other Current Assets</b>	7,794.35
<b>Total Current Assets</b>	604,602.69
<b>Fixed Assets</b>	
15000 · Furniture and Equipment	3,842.57
15001 · 2022 Nissan Rogue	24,002.20
15002 · Pro Shed	1,980.00
15003 · 2079 Vista Blvd	45,000.00
<b>Total Fixed Assets</b>	74,824.77
<b>TOTAL ASSETS</b>	<b>679,427.46</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Credit Cards</b>	
40000 · Bank of Colorado -CC	5,250.18
<b>Total Credit Cards</b>	5,250.18
<b>Other Current Liabilities</b>	
20000 · Gift Card Sales	7,400.65
24000 · Payroll Liabilities	
24100 · Colorado Withholding	589.00
24200 · Colorado Unemployment	439.50
24300 · Co FAMILI	179.24
24400 · Employee Tips Payable	1,112.18
24000 · Payroll Liabilities - Other	-2,023.78
<b>Total 24000 · Payroll Liabilities</b>	296.14
25000 · Construction In Progress	-15,011.00
25500 · Sales Tax Payable	-0.49
<b>Total Other Current Liabilities</b>	-7,314.70
<b>Total Current Liabilities</b>	-2,064.52
<b>Total Liabilities</b>	-2,064.52

10:24 AM

**A Safe Place In Pagosa, INC.**

03/03/26

**Balance Sheet**

Accrual Basis

As of January 31, 2026

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	<u>Jan 31, 26</u>
Equity	
30000 · Opening Balance Equity	691,249.63
31500 · Temp. Restricted Net Assets	241,352.00
32000 · Unrestricted Net Assets	-236,599.40
Net Income	-14,510.25
	<hr/>
Total Equity	681,491.98
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<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>679,427.46</b>
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**A Safe Place In Pagosa, INC.**  
**Profit & Loss by Class**  
**January 2026**

	Froyo	Operating	Services	TOTAL
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
43300 · Froyo Sales	11,001.70	0.00	0.00	11,001.70
43310 · PASA Billable Income	0.00	0.00	1,011.00	1,011.00
<b>43400 · Direct Public Support</b>				
43410 · Corporate Contributions	0.00	176.32	0.00	176.32
43451 · Individual Donations	0.00	1,540.00	0.00	1,540.00
43452 · Rest. Construction Donations	0.00	5,693.45	0.00	5,693.45
43453 · Board Member Donations	0.00	25.00	0.00	25.00
<b>Total 43400 · Direct Public Support</b>	<b>0.00</b>	<b>7,434.77</b>	<b>0.00</b>	<b>7,434.77</b>
<b>Total Income</b>	<b>11,001.70</b>	<b>7,434.77</b>	<b>1,011.00</b>	<b>19,447.47</b>
<b>Cost of Goods Sold</b>				
43301 · Food Purchases	4,639.72	0.00	0.00	4,639.72
43302 · Rest Supplies and Small Equip	501.36	0.00	0.00	501.36
43303 · Merchant Account Fees	316.00	0.00	0.00	316.00
50000 · Cost of Goods Sold	10.25	21.01	0.00	31.26
<b>Total COGS</b>	<b>5,467.33</b>	<b>21.01</b>	<b>0.00</b>	<b>5,488.34</b>
<b>Gross Profit</b>	<b>5,534.37</b>	<b>7,413.76</b>	<b>1,011.00</b>	<b>13,959.13</b>
<b>Expense</b>				
<b>60900 · Fundraising / Marketing Exp</b>				
60901 · Donor Relations	0.00	19.74	0.00	19.74
<b>Total 60900 · Fundraising / Marketing Exp</b>	<b>0.00</b>	<b>19.74</b>	<b>0.00</b>	<b>19.74</b>
<b>62100 · Contract Services</b>				
62110 · Accounting & Bookkeeping Fees	292.50	0.00	292.50	585.00
<b>Total 62100 · Contract Services</b>	<b>292.50</b>	<b>0.00</b>	<b>292.50</b>	<b>585.00</b>
<b>65000 · Operations</b>				
65010 · Memberships, Dues & Subscripts	73.01	470.52	117.94	661.47
65020 · Postage, Mailing Service	0.00	73.23	0.00	73.23
65030 · Printing and Copying	0.00	380.96	0.00	380.96
65040 · Office Supplies and Equipment	20.92	59.86	33.61	114.39
65050 · Computer Exp & Software	128.40	99.00	0.00	227.40
65051 · Rent Expense	0.00	500.00	0.00	500.00

**A Safe Place In Pagosa, INC.**  
**Profit & Loss by Class**  
**January 2026**

	Froyo	Operating	Services	TOTAL
<b>65052 · Utilities</b>				
65052.1 · Electric	121.51	121.53	121.51	364.55
65052.2 · Natural Gas	64.50	64.51	64.50	193.51
65202.3 · Telephone	34.73	34.72	34.72	104.17
65202.4 · Internet	0.00	93.78	0.00	93.78
65202.5 · Trash Services	90.10	0.00	0.00	90.10
65202.6 · Water/ Sewer	118.43	0.00	0.00	118.43
<b>Total 65052 · Utilities</b>	429.27	314.54	220.73	964.54
<b>65053 · Repairs &amp; Maint.</b>	10.39	0.00	0.00	10.39
<b>65055 · Board Expenses</b>	0.00	124.59	0.00	124.59
<b>65057 · Advertising / Marketing</b>	57.00	53.16	0.00	110.16
<b>65059 · Program License Fees</b>	0.00	42.95	0.00	42.95
<b>65060 · Fuel Expense</b>	0.00	0.00	43.85	43.85
<b>65062 · Program Activities</b>	0.00	0.00	1,919.07	1,919.07
<b>Total 65000 · Operations</b>	718.99	2,118.81	2,335.20	5,173.00
<b>65120 · Insurance</b>				
65124 · Auto	0.00	0.00	311.84	311.84
<b>Total 65120 · Insurance</b>	0.00	0.00	311.84	311.84
<b>66000 · Payroll Expenses</b>				
66001 · Wages	7,854.60	4,166.67	7,120.58	19,141.85
66002 · Payroll Taxes				
66002.1 · Co Unemployment	168.94	93.54	177.02	439.50
66002 · Payroll Taxes - Other	852.40	464.58	891.47	2,208.45
<b>Total 66002 · Payroll Taxes</b>	1,021.34	558.12	1,068.49	2,647.95
<b>66000 · Payroll Expenses - Other</b>	0.00	0.00	350.00	350.00
<b>Total 66000 · Payroll Expenses</b>	8,875.94	4,724.79	8,539.07	22,139.80
<b>68300 · Travel and Meetings</b>				
68310 · Conference & Training Fees	0.00	0.00	240.00	240.00
<b>Total 68300 · Travel and Meetings</b>	0.00	0.00	240.00	240.00
<b>Total Expense</b>	9,887.43	6,863.34	11,718.61	28,469.38
<b>Net Ordinary Income</b>	-4,353.06	550.42	-10,707.61	-14,510.25
<b>Net Income</b>	<b>-4,353.06</b>	<b>550.42</b>	<b>-10,707.61</b>	<b>-14,510.25</b>

## A Safe Place In Pagosa, INC.

03/03/26

## Profit &amp; Loss

Accrual Basis

January 2026

	Jan 26
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
43300 · Froyo Sales	11,001.70
43310 · PASA Billable Income	1,011.00
43400 · Direct Public Support	
43410 · Corporate Contributions	176.32
43451 · Individual Donations	1,540.00
43452 · Rest. Construction Donations	5,693.45
43453 · Board Member Donations	25.00
	7,434.77
<b>Total 43400 · Direct Public Support</b>	<b>7,434.77</b>
<b>Total Income</b>	<b>19,447.47</b>
<b>Cost of Goods Sold</b>	
43301 · Food Purchases	4,639.72
43302 · Rest Supplies and Small Equip	501.36
43303 · Merchant Account Fees	316.00
50000 · Cost of Goods Sold	31.26
	5,488.34
<b>Total COGS</b>	<b>5,488.34</b>
<b>Gross Profit</b>	<b>13,959.13</b>
<b>Expense</b>	
60900 · Fundraising / Marketing Exp	
60901 · Donor Relations	19.74
	19.74
<b>Total 60900 · Fundraising / Marketing Exp</b>	<b>19.74</b>
62100 · Contract Services	
62110 · Accounting & Bookkeeping Fees	585.00
	585.00
<b>Total 62100 · Contract Services</b>	<b>585.00</b>
65000 · Operations	
65010 · Memberships, Dues & Subscripts	661.47
65020 · Postage, Mailing Service	73.23
65030 · Printing and Copying	380.96
65040 · Office Supplies and Equipment	114.39
65050 · Computer Exp & Software	227.40
65051 · Rent Expense	500.00
65052 · Utilities	
65052.1 · Electric	364.55
65052.2 · Natural Gas	193.51
65202.3 · Telephone	104.17
65202.4 · Internet	93.78
65202.5 · Trash Services	90.10
65202.6 · Water/ Sewer	118.43
	964.54
<b>Total 65052 · Utilities</b>	<b>964.54</b>
65053 · Repairs & Maint.	10.39
65055 · Board Expenses	124.59
65057 · Advertising / Marketing	110.16
65059 · Program License Fees	42.95
65060 · Fuel Expense	43.85
65062 · Program Activities	1,919.07
	5,173.00
<b>Total 65000 · Operations</b>	<b>5,173.00</b>
65120 · Insurance	
65124 · Auto	311.84
	311.84
<b>Total 65120 · Insurance</b>	<b>311.84</b>
66000 · Payroll Expenses	
66001 · Wages	19,141.85

**A Safe Place In Pagosa, INC.**  
**Profit & Loss**  
January 2026

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	<u>Jan 26</u>
66002 · Payroll Taxes	
66002.1 · Co Unemployment	439.50
66002 · Payroll Taxes - Other	<u>2,208.45</u>
Total 66002 · Payroll Taxes	2,647.95
66000 · Payroll Expenses - Other	<u>350.00</u>
Total 66000 · Payroll Expenses	22,139.80
68300 · Travel and Meetings	
68310 · Conference & Training Fees	<u>240.00</u>
Total 68300 · Travel and Meetings	<u>240.00</u>
Total Expense	<u>28,469.38</u>
Net Ordinary Income	<u>-14,510.25</u>
Net Income	<u><u>-14,510.25</u></u>



## **Department of Housing - Building Development Grant**

Working closely with DOG rep, Shirley Diaz, and CDC Housing Coordinator, Jeff Sams, to get the information added to the application portal for the March 15th LOI deadline. The final application is due on May 1st.

We have received letters of support from the Town, the County, the CDC, Archuleta Housing Corp., Archuleta Housing Authority and ARC of SW Colorado for the application. Everyone has been very supportive and excited for our venture.

A very important element that still needs to be completed by final application date is a Deed Restriction for the property. DOH requires that their properties be protected to be 'affordable housing' in the future. We will work with an attorney on this process.

## **Southern Colorado Developmental Disabilities Services - Trinidad, CO Visit**

Carol Riley joined me on a trip to visit SCDDS in Trinidad this month. It was a truly amazing trip filled with great information and connections. The board and staff at SCDDS was very welcoming and had some great information to share with us about regulations, their policies, and their history. They have 3 group homes that have been funded by HUD 811 funding since 1979. I believe the most valuable take-away from the visit is the relationships! We now have very seasoned professionals that we can ask everyday operational questions to and I would love to see us develop these relationships further as we grow.

We also met Jane Manly separately from our visit to SCDDS. She has worked in the developmental disabilities field for over 40 years with experience in opening residential care facilities and is willing to help us with our home plans. I will be meeting with her to discuss if she would like to join our committees or board at this critical time as we develop policies and procedures for the home.

## PS FroYo Committee Report – March 2026

- The PS FroYo website is currently not functional. We are working hard to get it back online with Curtis. We are very disappointed as this website and online ordering has never functioned well since he added the online order function over a year ago. Amythest moved our online ordering to Square so we have an option, but we need to investigate what our best option is and how to get it all working properly before the busy season hits.
- The Grab-n-Go lunches at the schools were not successful. Amythest is reaching out to teachers who have used Grab-n-Go and deliveries in the past to determine how we can make the programs better and possibly try them again. Becky is reaching out to teacher who have ordered for delivery in the past to do the same. This was a good business for us and we are working to reclaim it, especially with business decline due to construction.
- Lewis Street will be closed at the intersection of 160 and Lewis from March 11 – May 30<sup>th</sup>. This is a primary concern and we are working to find ways to communicate the alternate routes to get to FroYo. Hot Springs and 3<sup>rd</sup> Street will still be open but those routes are not apparent to visitors, only us locals. We will post alternate route maps on our social posts and website (once its up and running again).
- A full inventory is still being worked on, completion is expected by the end of March.
- Amythest has some new promotional ideas that she is gathering information and reports for that she would like to discuss at our next board meeting.

## **Services report**

3/6/26

### **State SLS**

We think we still have not been paid. Expressed our disapproval with CCI. They tried to tell me it's cause we didn't meet invoicing deadline but we did by 2 months so....They did give me the schedule for payments which makes the payment come a month to a month and half out from services. Not a great system but it's money. We as of 2/10 have 3 individuals in this program.

### **Class B**

No change. Turned in my required monthly update but have received nothing. Did hear from Stepping stones they have not had theirs either. Still waiting on one more policy to be updated. Keena is trying to format but that is a challenge too.

### **Art Show**

Scheduled for the 20<sup>th</sup> at the studio. We will have a reveal of their lasts glass fusion as well as tape covering on painting like we did before. More details to come as me and Mary get it together.

### **House committee**

We made progress, asked lots of hard question and all took on pieces to make meetings go faster. We will be reading through policies to see what need to be changed from Stepping Stone host home policies. Will meet again on 3/17. It was presented that the state does not give us a choice of whether we are co-ed or not.

### **Parent meeting**

Had 12 folks there. A lawyer from Durango presented on Trusts and setting up the right kind. I hope people got info. It felt to me not very clear. Maybe I was tired. 😊

### **DSP job search**

Thanks to Pattie article got in paper. Have 6 applicants. Some hopeful. By the time of this meeting, I should have most of the interviews done and maybe a new employee.

### **Night to shine**

Night to Shine was the best as usual. Had 16 folks from Pagosa participate. Though we had 17 but two didn't come because of weather but then one not on my list showed up. We had 7 volunteers and lot of parents! The group picture was like herding cats but we did it!

## Marketing/Fundraising Report

1. Leaf Campaign materials updated and printed. Working on a plan for distribution with Pattie C.
2. I need Board Members and staff to look over Leaf Campaign distribution list, identify a personal relationship with a business, and let me know so I can get the materials to you to distribute. A personal relationship is very important in being able to get potential donors to donate.
3. Elevator speech for Leaf Campaign is ready.
4. Counted t-shirts for Duathlon and Color Run so we can get them ordered ASAP
5. Contact Made in CO to order t-shirts
6. Starting the Duathlon Forest Permit process

## Building Committee Report

to be presented at the March 11, 2026 monthly meeting

Received a county Road and Bridge permit # 26018. Nedd to provide a bond to cover our work near and under Vista Blvd. A quote is forthcoming.

Applied for a permit from the fire department. Received a few pages of additions and corrections that need to be done. An appointment will be set up with Mikaela Boehmer at PSFPD to get answers to a multitude of questions.

The design of the wet fire suppression system has been provided. The new quote came in at \$94,000 which includes excavation and install of the separate fire water line. When Tim gets back into town we'll review it and Tim will ask why the excavation of the water lines is so high. Advance Fire is asking for a firm construction date so we can get on the schedule.

The design of the platform lift is in progress. Quote is at \$49,000. Will review with Tim. Colorado Custom Elevator is asking for a firm construction date so we can get on the schedule.

Only one Builder's Risk quote came in. Is from Leavitt in Durango. They are asking for a firm construction date so we can get the policy put in place.

03/05/26: I provided PAWSD with the designs that engineer Mikie did: site plan, utlity plan and sewer line design. PAWSD provided a "Water Service commitment letter" aka "Will serve letter". This is needed for the county permit application. It has a multitude of requirements. They are NOT obligating to providing water for the fire suppression system which is a bit concerning. Will review with Tim. Maybe it's time to pay their fees and move forward with their approvals. I will confirm the fee schedule created last year is still applicable.

I believe we're ready to submit a building permit application, likely that will happen Monday, 03/09/2026. After visiting with Diane Sedlacek at the county permit office, we can submit even if the fire department permit has not yet been obtained.

The next steps:

- 1) Apply for and receive a building permit from the county.
- 2) Confirm fee schedule with PAWSD.
- 3) Apply for service from PAWSD.
- 4) Secure Builder's Risk insurance.
- 5) Secure a bond for road work.
- 6) Get permit from Fire District. Give construction schedule to Advanced Fire quote for the wet fire suppression system design and scheduling.
- 7) Give construction schedule to Colorado Custom Elevator Lift for the vertical wheelchair lift scheduling.
- 8) Install the sewer and water lines in the spring! 🙏🙏🙏

Marybeth Snyder, Building Committee Volunteer.  
As of 03/06/2026



459 Lewis Street, Pagosa Springs, CO 81147 • 970-398-1636 • www.aspenhousepagosa.org

## RESOLUTION TO APPLY AND SIGNATORY AUTHORITY AND DELEGATION OF SIGNATORY AUTHORITY

Date: 2/17/2026

WHEREAS, the A Safe Place in Pagosa, Inc. has approved an application to the Colorado Department of Local Affairs/Division of Housing for funds for (Project); and  
WHEREAS, the A Safe Place in Pagosa, Inc. certifies by

Board            Bylaws            Policy            Other:  
Resolution

**(please attach backup documentation)**

that the person named below has full signatory authority in regard to all contracts and corresponding documents associated with agreements entered into by A Safe Place in Pagosa, Inc.

Pattie Copenhaver and/or Nicole Smith  
Name of Authorized Signatories

Executive Director (PC), ASPIP Board President (NS)  
Titles

Furthermore, if applicable, this statement certifies and hereafter delegates Pattie Copenhaver and Nicole Smith, an agent of A Safe Place in Pagosa, Inc. for the purpose of authorizing and signing:

- X - Payment Requests
- X - Quarterly Financial Status Reports
- X - Quarterly Project Performance Reports
- X - Monitoring Documents
- Other

*DOH Asset Manager will complete the following*

The above designation will commence on the date of this statement and will apply for the duration of the Contract(s):

Contract Encumbrance Number or Reference