



459 Lewis Street, Pagosa Springs, CO 81147 970-507-0122 aspenservices@aspenservices.org

Board Meeting AGENDA for
Wednesday, June 10th, 2026 @ 4:15 pm
Meeting location: ASPiP Office – 459 Lewis Street

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

2. **Welcome of Guests**

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

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

5. **Approval of Consent Agenda:**

Minutes of May 13, 2026, Financials through March 31, 2026, Committee Reports and Directors Report (attached to Packet)

6. **Committee & DBA Reports:**

Aspen Services (Becky & Nicole)

- Report attached

PS Froyo: (TBD)

- Now serving bagels/sandwiches until close – no kitchen closed

Financial (Bryan/Nicole)

- **VOTE** on resolution for bank signers
- Review Financials

Capital Campaign (Pattie)

- Donor Recognition Wall Idea

Events/Fundraising/Marketing (Keena and Renea)

- Duathlon update and volunteer needs (Keena)
- Yard Sale Fundraiser Recommendation (Renea)
- Fiddler on the Roof Info/Volunteers (Ali & Becky)
- 3rd and 4th of July event – discussion (Pattie)

Facilities (TBD):

- Updates and new information

Aspen House Building (Marybeth)

- Update on current status/progress – see report

Grants: (Pattie)

- Colorado Health Foundation and Boettcher grant apps due 6/15 – in process

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

- **VOTE** to approve Workplace Injury Policy
- * Committees discussion



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10. New Business:

11. Executive Session – If needed

11. Next Meeting: July 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.

MINUTES

Aspen House/Aspen Services Board of Directors May 13th, 2026

1/C.T.O. 4:17 p.m. Nicole

2/Welcome of Guests: Tim Brown, Amanda Kroeker, Pattie, MB, Keena via phone. Amanda introduced herself and spoke about her interest in AH/AS, lots of experience in mental health care and has worked in several medical systems.

Board members present: Julie, Ali, Nicole, Renea, Sierra, Bryan.

3/ Additions to Agenda

- Vote on new board member, executive session
- Committee meeting, Fro-Yo
- Tax deductions, AH/AS

4/Approval of today's agenda, unanimous

5/Approval of consent agenda, minutes from 4/8/26, most recent financials, committee reports, directors report, unanimous

6/ Committees and DBA

A/ Aspen Services Nicole

- Class B license down to just a few documents
- New billing, starting practice claims on Thursday, more direct and efficient. Should be caught up on billing by the end of June
- Insurance is not coming out of services in budget
- Parent meeting was fine except the speaker bailed
- New DSP starting training

B/ Aspen House Building MB and Tim

- Written report from MB
- Main kitchen re do, changes to rooms and kitchen looked at blueprints and discussed. Discussion about making 1 or 2 units wheelchair accessible.
- Current checking will be used for construction bills, larger amount will stay in savings
- Board agreed that Tim should be able to make changes to the building as he needs without the board. He will bring anything major/impactful to the board
- Need volunteers to tar the foundation
- PAWS meeting 5/14/2026, Nicole is trying to figure out the fees
- Timeline: June 8-15th framer, sprinklers, plumbing, electrician mid July start, sheet rock by September
- Able to get volunteer policy, Tim is carrying liability, will pay bills through checking account, Sierra will be back up for bill paying while Nicole is o.o.t. early June
- Discussion about sub-contractors being able to use tax exempt status

C/ Fro-Yo

- Porch remodel tabled until fall
- Liz getting up to speed covering shifts
- Upcoming events for Fro-Yo & Liz, next is Art in the Park June 6th
- Evelyn T. not interested in acquiring Fro-Yo space at this time, but does know someone interested in it for a café/lease
- Finance on Fro-Yo, open through August, maybe have a conversation about café after July
- Recent accident/fall of employee at Fro-Yo, had to cover both sides as client and employer, lot's learned, Workplace Injury Reporting Policy developed
- May-August 2025 \$8800 profit
- Discussion about Fro-Yo's original purpose

D/ Financial Bryan and Nicole

- A.S.P.i.P. bylaws and check writing/bill paying and accommodating Tim and subcontractors during build, Nicole will work on a resolution for this
- Discussion about donation tracking and clarification. Currently everything is going to the house and Pattie is looking for grants for operating. Donations over \$250 we will reach out to the donor to ask their intent
- Waiver discussion, process and getting people through, time to get waivers is looking to double
- Discussion about sharing financial information with board, committees, and public. Nicole and Bryan will meet with Jaime and Danielle
- Separating Fro-Yo and services account, will wait until decision made about Fro-Yo at end of summer
- MOTION Nicole if Tim Brown wants a debit card for construction, Nicole will get him one. Second Renea, motion carries unanimously

7/ Executive session started at 19:03

- MOTION that Amanda Kroeker be voted onto the board, second Renea, motion carries unanimously

E/Capitol Campaign Pattie

- Keep pushing!

F/Events/Fundraising/Marketing

- Golf tournament volunteers, places to stay, Sierra will ask her boss about VRBO
- Durango Wine Experience, \$2500 grant, summary in directors report

G/Facilities

- Porch update during Fro-Yo

8/ Grants - Pattie

- Received May and Stanley Smith grant \$60k for services and operations
- CHFA Direct Effects grant applied for
- Denver Foundation Care Fund grant in progress

9/ H.R. & Governance Pattie

- Workplace injury/reporting policy, table until next meeting

10/ Old Business

-New section added to website to house board meeting packets

11/ New Business

-Update name tags

-New shirts distributed

12/ Next meeting June 10th, 2026, 4:15p.m.

13/ Meeting adjourned at 7:15 p.m.

A Safe Place In Pagosa, INC.

Balance Sheet

As of April 30, 2026

	Apr 30, 26
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of Colorado -5427	15,799.12
10001 · Bank of Colorado- Sweep 5427	6,275.10
10002 · Bank of Colo- Gen Rest -1872	223.45
10003 · Petty Cash	500.00
10004 · Bank of Colorado- 5415	14,472.14
10005 · Bank of Colorado- Sweep 5415	118,736.79
10006 · Bank of Co- 9435	232,058.96
10007 · Bank of Colorado- Rest 4336	444,655.29
10008 · Charles Schwab-5542	969.21
Total Checking/Savings	833,690.06
Accounts Receivable	
11000 · Accounts Receivable	2,397.70
Total Accounts Receivable	2,397.70
Other Current Assets	
12000 · Undeposited Funds	474.85
12101 · Food Inventory	7,794.35
Total Other Current Assets	8,269.20
Total Current Assets	844,356.96
Fixed Assets	
15000 · Furniture and Equipment	3,842.57
15001 · 2022 Nissan Rogue	24,000.00
15002 · Pro Shed	1,980.00
15003 · 2079 Vista Blvd	45,000.00
Total Fixed Assets	74,822.57
TOTAL ASSETS	919,179.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
40000 · Bank of Colorado -CC	12,499.51
Total Credit Cards	12,499.51
Other Current Liabilities	
20000 · Gift Card Sales	7,325.01
24000 · Payroll Liabilities	
24100 · Colorado Withholding	2,592.00
24200 · Colorado Unemployment	1,767.33
24300 · Co FAMILI	708.32
24400 · Employee Tips Payable	3,833.26
24000 · Payroll Liabilities - Other	-1,371.48
Total 24000 · Payroll Liabilities	7,529.43
25000 · Construction In Progress	-52,492.47
25500 · Sales Tax Payable	-303.92
Total Other Current Liabilities	-37,941.95
Total Current Liabilities	-25,442.44
Total Liabilities	-25,442.44
Equity	
30000 · Opening Balance Equity	485,305.43
31500 · Temp. Restricted Net Assets	241,352.00
32000 · Unrestricted Net Assets	-32,767.35
Net Income	250,731.89

10:48 AM

A Safe Place In Pagosa, INC.

06/03/26

Balance Sheet

Accrual Basis

As of April 30, 2026

	<u>Apr 30, 26</u>
Total Equity	<u>944,621.97</u>
TOTAL LIABILITIES & EQUITY	<u>919,179.53</u>

A Safe Place In Pagosa, INC.

Profit & Loss

April 2026

06/03/26

Accrual Basis

	Apr 26
Ordinary Income/Expense	
Income	
43300 · Froyo Sales	11,533.52
43310 · PASA Billable Income	1,001.83
43311 · State SLS	1,366.59
43400 · Direct Public Support	
43410 · Corporate Contributions	607.03
43451 · Individual Donations	582.00
43452 · Rest. Construction Donations	103,492.02
43453 · Board Member Donations	25.00
	104,706.05
Total 43400 · Direct Public Support	104,706.05
47200 · Fundraising & Events Income	169.89
	118,777.88
Total Income	118,777.88
Cost of Goods Sold	
43301 · Food Purchases	4,178.12
43302 · Rest Supplies and Small Equip	296.30
43303 · Merchant Account Fees	263.25
	4,737.67
Total COGS	4,737.67
Gross Profit	114,040.21
Expense	
60900 · Fundraising / Marketing Exp	1,166.29
62100 · Contract Services	
62110 · Accounting & Bookkeeping Fees	645.00
	645.00
Total 62100 · Contract Services	645.00
65000 · Operations	
65010 · Memberships, Dues & Subscripts	679.69
65030 · Printing and Copying	342.45
65040 · Office Supplies and Equipment	14.12
65050 · Computer Exp & Software	154.98
65051 · Rent Expense	1,500.00
65052 · Utilities	
65052.1 · Electric	535.25
65052.2 · Natural Gas	128.70
65202.4 · Internet	93.78
65202.5 · Trash Services	90.10
65202.6 · Water/ Sewer	124.08
	971.91
Total 65052 · Utilities	971.91
65053 · Repairs & Maint.	1,080.66
65059 · Program License Fees	71.50
65060 · Fuel Expense	67.94
65062 · Program Activities	932.70
	5,815.95
Total 65000 · Operations	5,815.95
65120 · Insurance	
65124 · Auto	315.70
65120 · Insurance - Other	121.20
	436.90
Total 65120 · Insurance	436.90
66000 · Payroll Expenses	
66001 · Wages	19,340.02
66002 · Payroll Taxes	
66002.1 · Co Unemployment	479.40
66002 · Payroll Taxes - Other	2,214.45
	2,693.85
Total 66002 · Payroll Taxes	2,693.85
Total 66000 · Payroll Expenses	22,033.87

3:19 PM

A Safe Place In Pagosa, INC.

06/03/26

Profit & Loss

Accrual Basis

April 2026

	<u>Apr 26</u>
68300 · Travel and Meetings	
68310 · Conference & Training Fees	116.44
Total 68300 · Travel and Meetings	<u>116.44</u>
Total Expense	<u>30,214.45</u>
Net Ordinary Income	83,825.76
Other Income/Expense	
Other Income	
80001 · Interest Income	0.15
Total Other Income	<u>0.15</u>
Net Other Income	<u>0.15</u>
Net Income	<u><u>83,825.91</u></u>

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

	Froyo	Operating	Services	Unclassified	TOTAL
Ordinary Income/Expense					
Income					
43300 · Froyo Sales	11,533.52	0.00	0.00	0.00	11,533.52
43310 · PASA Billable Income	0.00	0.00	1,001.83	0.00	1,001.83
43311 · State SLS	0.00	0.00	1,366.59	0.00	1,366.59
43400 · Direct Public Support					
43410 · Corporate Contributions	0.00	607.03	0.00	0.00	607.03
43451 · Individual Donations	0.00	557.00	25.00	0.00	582.00
43452 · Rest. Construction Donations	0.00	103,492.02	0.00	0.00	103,492.02
43453 · Board Member Donations	0.00	25.00	0.00	0.00	25.00
Total 43400 · Direct Public Support	0.00	104,681.05	25.00	0.00	104,706.05
47200 · Fundraising & Events Income	0.00	169.89	0.00	0.00	169.89
Total Income	11,533.52	104,850.94	2,393.42	0.00	118,777.88
Cost of Goods Sold					
43301 · Food Purchases	4,178.12	0.00	0.00	0.00	4,178.12
43302 · Rest Supplies and Small Equip	296.30	0.00	0.00	0.00	296.30
43303 · Merchant Account Fees	262.74	0.51	0.00	0.00	263.25
Total COGS	4,737.16	0.51	0.00	0.00	4,737.67
Gross Profit	6,796.36	104,850.43	2,393.42	0.00	114,040.21
Expense					
60900 · Fundraising / Marketing Exp	0.00	1,166.29	0.00	0.00	1,166.29
62100 · Contract Services					
62110 · Accounting & Bookkeeping Fees	215.00	215.00	215.00	0.00	645.00
Total 62100 · Contract Services	215.00	215.00	215.00	0.00	645.00
65000 · Operations					
65010 · Memberships, Dues & Subscripts	62.33	456.02	161.34	0.00	679.69
65030 · Printing and Copying	0.00	342.45	0.00	0.00	342.45
65040 · Office Supplies and Equipment	68.54	-72.63	18.21	0.00	14.12
65050 · Computer Exp & Software	0.00	129.99	24.99	0.00	154.98
65051 · Rent Expense	500.00	500.00	500.00	0.00	1,500.00
65052 · Utilities					
65052.1 · Electric	151.08	233.09	151.08	0.00	535.25
65052.2 · Natural Gas	42.90	42.90	42.90	0.00	128.70
65202.4 · Internet	0.00	93.78	0.00	0.00	93.78
65202.5 · Trash Services	90.10	0.00	0.00	0.00	90.10
65202.6 · Water/ Sewer	124.08	0.00	0.00	0.00	124.08
Total 65052 · Utilities	408.16	369.77	193.98	0.00	971.91
65053 · Repairs & Maint.	1,080.66	0.00	0.00	0.00	1,080.66
65059 · Program License Fees	0.00	0.00	71.50	0.00	71.50

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

	Froyo	Operating	Services	Unclassified	TOTAL
65060 · Fuel Expense	0.00	0.00	67.94	0.00	67.94
65062 · Program Activities	0.00	0.00	932.70	0.00	932.70
Total 65000 · Operations	2,119.69	1,725.60	1,970.66	0.00	5,815.95
65120 · Insurance					
65124 · Auto	0.00	0.00	315.70	0.00	315.70
65120 · Insurance - Other	0.00	121.20	0.00	0.00	121.20
Total 65120 · Insurance	0.00	121.20	315.70	0.00	436.90
66000 · Payroll Expenses					
66001 · Wages	8,300.02	4,705.34	6,334.66	0.00	19,340.02
66002 · Payroll Taxes					
66002.1 · Co Unemployment	186.80	105.63	186.97	0.00	479.40
66002 · Payroll Taxes - Other	815.02	482.80	916.63	0.00	2,214.45
Total 66002 · Payroll Taxes	1,001.82	588.43	1,103.60	0.00	2,693.85
Total 66000 · Payroll Expenses	9,301.84	5,293.77	7,438.26	0.00	22,033.87
68300 · Travel and Meetings					
68310 · Conference & Training Fees	38.99	77.45	0.00	0.00	116.44
Total 68300 · Travel and Meetings	38.99	77.45	0.00	0.00	116.44
Total Expense	11,675.52	8,599.31	9,939.62	0.00	30,214.45
Net Ordinary Income	-4,879.16	96,251.12	-7,546.20	0.00	83,825.76
Net Income	-4,879.16	96,251.12	-7,546.20	0.00	83,825.76

A Safe Place In Pagosa, INC.

Profit & Loss

06/03/26

January through April 2026

Accrual Basis

	<u>Jan - Apr 26</u>
Ordinary Income/Expense	
Income	
43300 · Froyo Sales	47,443.73
43310 · PASA Billable Income	4,099.11
43311 · State SLS	1,808.65
43320 · DVR Income	500.00
43400 · Direct Public Support	
43410 · Corporate Contributions	8,831.70
43451 · Individual Donations	7,546.92
43452 · Rest. Construction Donations	319,299.01
43453 · Board Member Donations	100.00
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Total 43400 · Direct Public Support	335,777.63
47200 · Fundraising & Events Income	2,587.61
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Total Income	392,216.73
Cost of Goods Sold	
43301 · Food Purchases	15,910.48
43302 · Rest Supplies and Small Equip	1,476.80
43303 · Merchant Account Fees	1,128.48
50000 · Cost of Goods Sold	10.25
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Total COGS	18,526.01
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Gross Profit	373,690.72
Expense	
60900 · Fundraising / Marketing Exp	
60901 · Donor Relations	65.97
60900 · Fundraising / Marketing Exp - Other	4,882.09
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Total 60900 · Fundraising / Marketing Exp	4,948.06
62100 · Contract Services	
62110 · Accounting & Bookkeeping Fees	5,520.00
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Total 62100 · Contract Services	5,520.00
65000 · Operations	
65010 · Memberships, Dues & Subscripts	2,369.10
65020 · Postage, Mailing Service	73.23
65030 · Printing and Copying	1,317.37
65040 · Office Supplies and Equipment	487.53
65050 · Computer Exp & Software	749.36
65051 · Rent Expense	5,480.00
65052 · Utilities	
65052.1 · Electric	1,912.50
65052.2 · Natural Gas	694.53
65202.3 · Telephone	611.24
65202.4 · Internet	375.12
65202.5 · Trash Services	360.40
65202.6 · Water/ Sewer	484.84
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Total 65052 · Utilities	4,438.63
65053 · Repairs & Maint.	2,413.21
65055 · Board Expenses	124.59
65056 · Website Maint & Tech.	710.00
65057 · Advertising / Marketing	2,083.56
65059 · Program License Fees	142.82
65060 · Fuel Expense	353.70
65062 · Program Activities	4,343.99
	<hr/>
Total 65000 · Operations	25,087.09
65120 · Insurance	
65123 · Workers Comp	363.55
65124 · Auto	1,188.24

A Safe Place In Pagosa, INC.

Profit & Loss

06/03/26

January through April 2026

Accrual Basis

	<u>Jan - Apr 26</u>
65120 · Insurance - Other	319.98
Total 65120 · Insurance	1,871.77
66000 · Payroll Expenses	
66001 · Wages	76,009.86
66002 · Payroll Taxes	
66002.1 · Co Unemployment	1,767.33
66002 · Payroll Taxes - Other	8,496.29
Total 66002 · Payroll Taxes	10,263.62
66000 · Payroll Expenses - Other	350.00
Total 66000 · Payroll Expenses	86,623.48
68300 · Travel and Meetings	
68310 · Conference & Training Fees	371.39
68320 · Travel	367.06
68321 · Lodging	156.14
68322 · Meals	37.28
68300 · Travel and Meetings - Other	20.15
Total 68300 · Travel and Meetings	952.02
Total Expense	125,002.42
Net Ordinary Income	248,688.30
Other Income/Expense	
Other Income	
80001 · Interest Income	2,043.59
Total Other Income	2,043.59
Net Other Income	2,043.59
Net Income	250,731.89

A Safe Place In Pagosa, INC.
Donor Contribution Summary
 January 1 through June 3, 2026

Date	Num	Name	Memo	Pay Meth	Amount
ANONYMOUS					
04/21/2026	289	ANONYMOUS			25,000.00
04/30/2026	318	ANONYMOUS			32.00
05/19/2026	381	ANONYMOUS			30,000.00
05/19/2026	382	ANONYMOUS			3,000.00
Total ANONYMOUS					58,032.00
Burge, Terry & Teresa					
01/12/2026	52	Burge, Terry & Teresa			250.00
Total Burge, Terry & Teresa					250.00
Carstensen, Keena & Todd (c)					
01/09/2026	142	Carstensen, Keena ...			25.00
02/09/2026	251	Carstensen, Keena ...			25.00
03/15/2026	340	Carstensen, Keena ...			25.00
Total Carstensen, Keena & Todd (c)					75.00
Community Fdtn Serving SW Colo Durango					
01/12/2026	54	Community Fdtn Ser...			5,000.00
04/02/2026	284	Community Fdtn Ser...			1,000.00
04/07/2026	287	Community Fdtn Ser...			10,000.00
05/19/2026	385	Community Fdtn Ser...			2,500.00
Total Community Fdtn Serving SW Colo Durango					18,500.00
Franktown Rental Property - Thompson					
03/26/2026	226	Franktown Rental Pr...			280.00
Total Franktown Rental Property - Thompson					280.00
Harrison, Sharon					
02/12/2026	252	Harrison, Sharon			100.00
Total Harrison, Sharon					100.00
High Altitude Media and Services, LLC					
05/19/2026	384	High Altitude Media ...			100.00
Total High Altitude Media and Services, LLC					100.00
Huft, Teresa & John					
02/03/2026	94	Huft, Teresa & John			1,000.00
Total Huft, Teresa & John					1,000.00
Hutchinson, Doug					
01/05/2026	51	Hutchinson, Doug			350.00
Total Hutchinson, Doug					350.00
Irons, Joanne & Karl (c)					
03/17/2026	230	Irons, Joanne & Karl...			130.00
Total Irons, Joanne & Karl (c)					130.00
Jackson, Jerry & Kathy					
02/23/2026	145	Jackson, Jerry & Kat...			30,000.00
Total Jackson, Jerry & Kathy					30,000.00
Kelly, Stewart					
01/14/2026	45	Kelly, Stewart			225.00
Total Kelly, Stewart					225.00
Kroger					
02/03/2026	97	Kroger			315.95
04/30/2026	321	Kroger			307.03
Total Kroger					622.98

A Safe Place In Pagosa, INC.
Donor Contribution Summary
 January 1 through June 3, 2026

Date	Num	Name	Memo	Pay Meth	Amount
Leentjes, Danyelle					
05/19/2026	371	Leentjes, Danyelle			1,000.00
Total Leentjes, Danyelle					1,000.00
Lemongehardt, Karen					
04/07/2026	286	Lemongehardt, Kar...			10,000.00
Total Lemongehardt, Karen					10,000.00
Lewis, Darren & Carmen					
01/30/2026	137	Lewis, Darren & Car...			10.00
02/28/2026	257	Lewis, Darren & Car...			10.00
03/30/2026	336	Lewis, Darren & Car...			10.00
Total Lewis, Darren & Carmen					30.00
Lord, Tony and Kim					
03/16/2026	234	Lord, Tony and Kim			100.00
Total Lord, Tony and Kim					100.00
Matlock, Paul					
02/12/2026	135	Matlock, Paul			200.00
05/19/2026	374	Matlock, Paul			100.00
Total Matlock, Paul					300.00
McInnis, Doug & Moseetta					
01/12/2026	53	McInnis, Doug & Mo...			443.45
Total McInnis, Doug & Moseetta					443.45
Munger, Fred					
02/04/2026	249	Munger, Fred			50.00
Total Munger, Fred					50.00
Pagosa Springs Medical Center					
05/05/2026	293	Pagosa Springs Med...			1,000.00
Total Pagosa Springs Medical Center					1,000.00
Paschal, Carolyn (c)					
01/15/2026	141	Paschal, Carolyn (c)			100.00
02/14/2026	253	Paschal, Carolyn (c)			100.00
03/15/2026	339	Paschal, Carolyn (c)			100.00
Total Paschal, Carolyn (c)					300.00
Platz, Kathleen					
01/21/2026	46	Platz, Kathleen			200.00
Total Platz, Kathleen					200.00
Randle Charitable Giving Foundation					
03/17/2026	136	Randle Charitable Gi...			1,000.00
Total Randle Charitable Giving Foundation					1,000.00
Ray Family Charitable Account					
04/02/2026	285	Ray Family Charitabl...			1,000.00
05/05/2026	296	Ray Family Charitabl...			10,000.00
Total Ray Family Charitable Account					11,000.00
Richardson, Janet					
01/26/2026	138	Richardson, Janet			100.00
02/21/2026	256	Richardson, Janet			100.00
03/26/2026	337	Richardson, Janet			100.00
Total Richardson, Janet					300.00
Ridenhour, Paul & Katherine					

A Safe Place In Pagosa, INC.
Donor Contribution Summary
 January 1 through June 3, 2026

Date	Num	Name	Memo	Pay Meth	Amount
01/02/2026	143	Ridenhour, Paul & K...			60.00
02/02/2026	248	Ridenhour, Paul & K...			60.00
03/15/2026	341	Ridenhour, Paul & K...			60.00
Total Ridenhour, Paul & Katherine					180.00
Rocky Mountain Health Foundation					
03/13/2026	258	Rocky Mountain Hea...			7,000.00
Total Rocky Mountain Health Foundation					7,000.00
Rodger, Malcolm & Joan					
04/30/2026	323	Rodger, Malcolm & J...			1,000.00
Total Rodger, Malcolm & Joan					1,000.00
Salvation Army					
03/26/2026	223	Salvation Army			732.40
Total Salvation Army					732.40
Scott, Sara (and Robert)					
05/05/2026	294	Scott, Sara (and Ro...			500.00
Total Scott, Sara (and Robert)					500.00
Sims, Todd & Stacey					
01/01/2026	49	Sims, Todd & Stacey			425.00
02/02/2026	133	Sims, Todd & Stacey			425.00
03/02/2026	236	Sims, Todd & Stacey			425.00
04/02/2026	283	Sims, Todd & Stacey			425.00
05/19/2026	386	Sims, Todd & Stacey			425.00
Total Sims, Todd & Stacey					2,125.00
Smith, Greg & Becky					
01/04/2026	48	Smith, Greg & Becky			100.00
Total Smith, Greg & Becky					100.00
Smith, Nicole (c)					
01/15/2026	43	Smith, Nicole (c)			25.00
02/13/2026	134	Smith, Nicole (c)			25.00
03/17/2026	232	Smith, Nicole (c)			25.00
04/21/2026	290	Smith, Nicole (c)			25.00
05/19/2026	378	Smith, Nicole (c)			25.00
Total Smith, Nicole (c)					125.00
Snyder, Marybeth					
03/17/2026	231	Snyder, Marybeth			28,874.90
Total Snyder, Marybeth					28,874.90
Stjernholm, Paula					
03/31/2026	224	Stjernholm, Paula			100.00
Total Stjernholm, Paula					100.00
Taylor, Richard & Diana					
05/19/2026	380	Taylor, Richard & Di...			500.00
Total Taylor, Richard & Diana					500.00
Terry's Ace Hardware (c)					
05/05/2026	292	Terry's Ace Hardwar...			1,000.00
Total Terry's Ace Hardware (c)					1,000.00
The Tile Store					
04/30/2026	320	The Tile Store			300.00
Total The Tile Store					300.00

A Safe Place In Pagosa, INC.
Donor Contribution Summary
 January 1 through June 3, 2026

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Pay Meth</u>	<u>Amount</u>
Upscale Resale					
01/01/2026	50	Upscale Resale			176.32
Total Upscale Resale					176.32
Valenzuela, Leeson					
05/19/2026	379	Valenzuela, Leeson			1,250.00
Total Valenzuela, Leeson					1,250.00
Weddle, Jody					
01/14/2026	44	Weddle, Jody			25.00
02/19/2026	235	Weddle, Jody			25.00
03/26/2026	222	Weddle, Jody			25.00
04/21/2026	291	Weddle, Jody			25.00
05/19/2026	377	Weddle, Jody			25.00
Total Weddle, Jody					125.00
Wells, Joseph Dayton					
05/19/2026	373	Wells, Joseph Dayton			100.00
Total Wells, Joseph Dayton					100.00
Zappone, Dave (and Wendy?)					
02/21/2026	255	Zappone, Dave (and...			1,000.00
Total Zappone, Dave (and Wendy?)					1,000.00
TOTAL					180,577.05

5th Annual Golf Tournament

Our golf tournament was amazing!!! Another one in the books! It's always a great day with a lot of engaged golfers who also support Aspen House. Its a great opportunity to share more Aspen House information with them in an environment in which they are having fun! It's also a LOT of prep work for the day. My goal for the future is to get Rio Grande to donate more of their profits to our cause and to find a golf supply vendor to donate items for the door prizes. We spend a lot of time and money to pull the event off and I look forward to seeing a break-down of P&L from this event with Danielle's new QuickBooks set up.

Upcoming Events

It's time to pack up the golf tournament and break out the Duathlon! **Our Duathlon will be July 11th** at Turkey Springs and Keena would love volunteers to help prep and on the day of the event. She will take the lead on this event as she is really the only one who knows the ins and outs of running events! Once we finish this one up, we will move on to the **3rd and 4th of July events**: Friday 7/3 we will stay open at FroYo for an event happening at the Tennyson Garden - Laser Show, and on Saturday, we will have a booth at the 150/250 4th of July event. We need volunteers for the Saturday morning event. Then on to the **Fiddler on the Roof, August 11th**. This will be primarily an Aspen Services event but we will need volunteers on the night of the event to bar tend and greet guests. After that, the **Color Run is on September 19th** and we need to decide if we will be doing **Festival of Trees this year on Friday, December 4th**. As you can see, we have a pretty full schedule of events for the remainder of the year and could use as many volunteers as possible.

Capital Campaign

I'm feeling really good about our progress toward construction funding. We've made some really great contacts and had a great committee meeting to discuss our Top 30 prospects and who had connections with them. We have an August house party planned with Evelyn Tennyson hosting and Chef's food truck catering. It should be a wonderful way to share the Aspen House message and meet additional potential donors. Evelyn has also offered to share our new video at Liberty before movies and host an informational gathering for our community there if we choose. It would be a great way to show our video, do a short presentation and Q&A to get more people involved - I see it as an extension of our ground breaking!

Construction progress

WOW!!! The dirt has been moved, the foundation excavation done, footers and stem walls constructed!!! All in just a month since our ground breaking! AMAZING!!! It's so awesome to see such wonderful progress. Tim has an aggressive schedule so we will be seeing a lot more progress. I'm stopping by to take photos at each stage, but please send over any you have as well so I can add to the collection. They will make a great scrapbook to keep once the house is completed.

Services update

- 3-hour state survey is scheduled for the 10th.
- We can finally start billing. We sent a test bill for one client on the 2nd.
- Started new services for 3 individuals thanks to having a new direct services person.
- Group home visit planned for July. Hopefully in person they will give us their policies.
Application and selection policy almost finalized. Moving on to handbook and operation policies.
Licensing still in process of submitting documents.
- Participating in fund raiser with Center for Performing Art.

RESOLUTION OF THE BOARD OF DIRECTORS OF A SAFE PLACE IN PAGOSA INC.

A meeting of the Board of Directors of A Safe Place in Pagosa Inc. was duly called and held on June 10th at which a quorum was present.

WHEREAS:

The Board of Directors desires to establish clear authority regarding the execution of financial instruments on behalf of the organization;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Authority to Sign Checks**

The Executive Director of the organization is hereby authorized to sign checks and other disbursement instruments on behalf of the organization.

2. **Single Signature Authority**

The Executive Director may sign checks independently for amounts **up to and including \$5,000**.

3. **Dual Signature Requirement**

For any check or disbursement **exceeding \$5,000**, two (2) authorized signatures shall be required:

- The Executive Director, and
- One additional authorized signer who must be a current **Officer of the Board of Directors** (e.g., Chair, Vice Chair, or Secretary).

4. **Authorized Board Officers**

The following officers are authorized to serve as second signers:

- Chair
- Vice Chair
- Secretary

5. **Implementation**

This resolution shall be provided to all relevant financial institutions and shall remain in effect until modified or rescinded by the Board of Directors.

CERTIFICATION

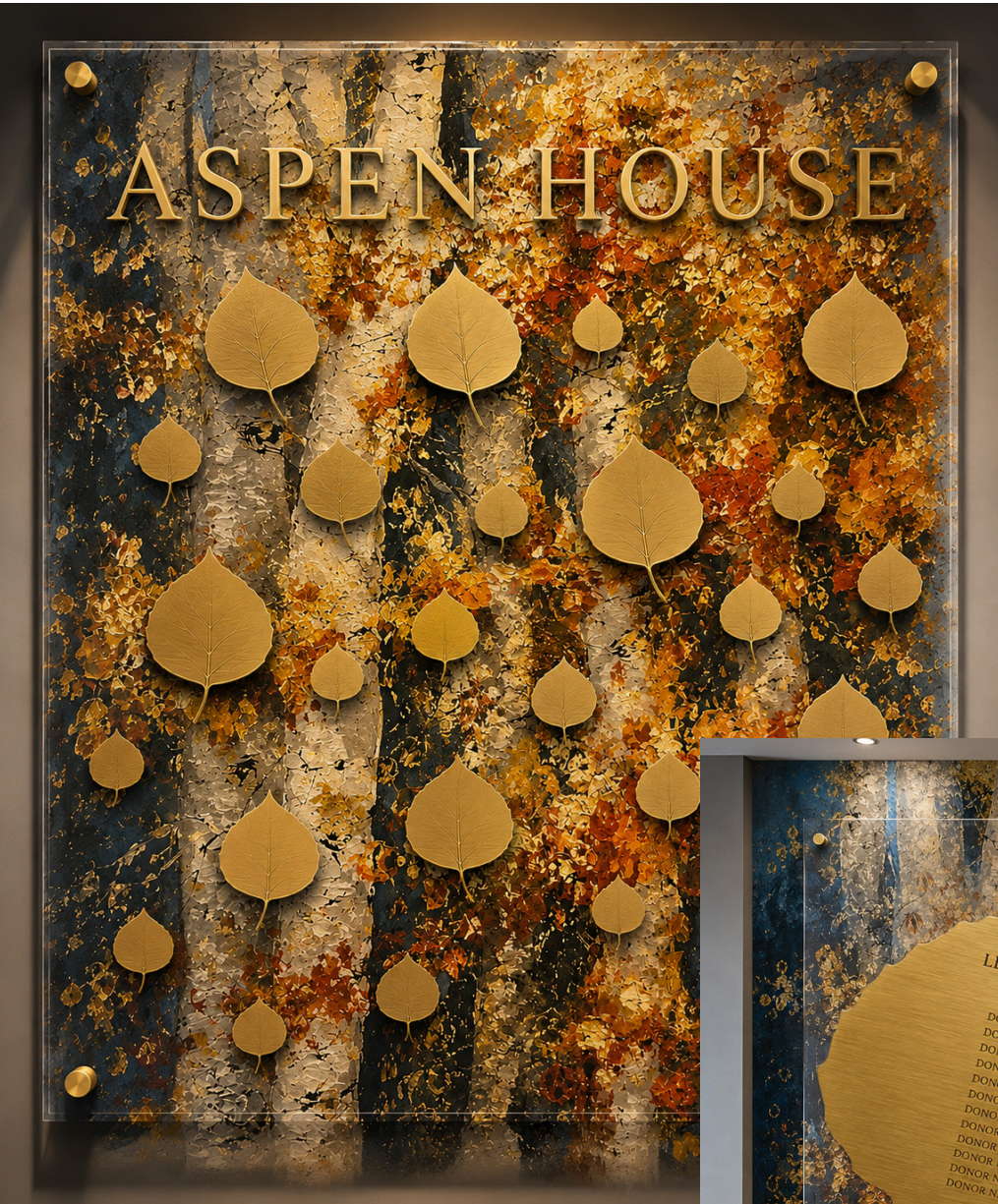
The undersigned hereby certifies that the foregoing is a true and correct copy of a resolution duly adopted by the Board of Directors of **[Nonprofit Name]** on **[Date]**, and that such resolution is in full force and effect.

Secretary of the Board

Name: _____

Date: _____

Donor Recognition Wall Ideas



Aspen House Fundraiser Yard Sale Idea

Presenter: Renea Harris **Purpose:** To review and approve plans for Aspen House's community yard sale fundraiser.

Background

Aspen House will host a yard sale to raise funds for resident programs and community engagement. Donations will be collected at Froyo in downtown Pagosa Springs, with proceeds supporting independence and enrichment initiatives.

Discussion Points

- Confirm event date, time, and location logistics
- Assign board and volunteer responsibilities
- Approve promotional materials (flyers, social media, Froyo partnership)
- Review budget for signage, advertising, and supplies
- Establish success metrics and post-event reporting plan

Action Items

- Vote on approval to proceed with the fundraiser
- Allocate necessary resources and budget
- Schedule follow-up review after event completion

Desired Outcome

Board approval to move forward with the Aspen House yard sale fundraiser and assign implementation tasks.

Please feel free to forward to whomever else needs this request.

ASPEN HOUSE DONATION DRIVE

DONATE TODAY. CHANGE A LIFE.

Aspen House is hosting a community yard sale fundraiser —
and we need your help to make it shine.

Your donated items create opportunities. Every sale supports programs.
that help our residents live meaningful, connected and empowered lives.



WHAT YOU CAN DONATE

- ✓ Gently used household goods
- ✓ Kitchenware
- ✓ Furniture
- ✓ Games and toys
- ✓ Seasonal items



DROP-OFF LOCATION

Froyo • *Downtown Pagosa Springs*

Bring your items, enjoy a treat, and support Aspen House with every donation.



WHY IT MATTERS

Your generosity fuels independence, dignity, and joy for
adults with developmental disabilities who call Aspen House home.

Together, we make Aspen House a home.

Top Items That Sell Fast at Yard Sales

Each bullet begins with a **Guided Link** so you can explore any category further.

- **Tools** — The #1 fastest-selling category. Hand tools, power tools, and garden tools often sell within the first hour and can bring **50–60% of retail value**.
- **Brand-Name Clothing** — Nike, Lululemon, Patagonia, Carter’s, etc. sell for **\$5–20** per item when clean and displayed well. Kids’ branded clothing sells especially fast.
- **Small Kitchen Appliances** — Coffee makers, air fryers, Instant Pots, blenders, and mixers sell quickly when clean and working. An Instant Pot can bring **\$25–40**.
- **Baby Gear** — Strollers, high chairs, carriers, and clean baby clothes are some of the fastest-moving items because parents want to save money.
- **Kids’ Toys & Games** — Board games (complete sets), puzzles, toys, and kids’ clothing always draw buyers.
- **Home Décor** — Mirrors, lamps, baskets, frames, and seasonal décor sell well when displayed neatly.
- **Vintage & Retro Items** — Vintage Pyrex, Corningware, mid-century furniture, vinyl records, old cameras, and retro gaming consoles have strong collector demand. Some pieces can reach **\$20–100+**.
- **Jewelry & Accessories** — Costume jewelry, handbags, and mixed jewelry lots sell quickly as impulse buys.
- **Small Furniture** — Nightstands, stools, side tables, and bookshelves sell fast because they’re easy to transport.
- **Gardening Supplies** — Pots, tools, hoses, patio décor, and outdoor items are especially popular in spring and summer.
- **Working Electronics & Video Games** — Tested and labeled electronics, gaming systems, and accessories attract bargain hunters.

Building Committee Report

to be presented at the June 10, 2026 monthly meeting
by Marybeth Snyder, Building Committee Volunteer

Construction progress: Tim cut down the trees marked for removal, cut them up and hauled the debris. Excavation of the home and the garage started on Wednesday, 05/06/26. Mitch Miller is our excavator and he is donating most of his time and machinery. The footings were poured on 05/19/26. The stem walls were poured on 06/01/26, Tim and Christopher painted the foundation walls with foundation coating on 06/02/26. Back-fill should take place next followed by the framing. It was realized that we may need to exercise patience with the subcontractors who are donors. Their generosity may cause us to be on their schedule at their convenience rather than on our desired schedule.

PAWSD water and sewer: Pattie presented at the PAWSD monthly Board meeting to ask for the fees for water and sewer to be waived. Two Commissioners and others in our community spoke on our behalf. In the end, PAWSD decided to charge AH for 1 EU (equivalent unit) as is charged for a residence rather than 2.5 EUs which is normally charged for a commercial project. That saved us \$37,797. We have been invoiced for \$ 33,273 (\$29,323 plus \$3,950 for the fire suppression water main hookup.) There are other hook-up fees upcoming.

Construction payments and processes: The processes for payment of materials and subcontractors has been determined and refined by Nicole and Pattie and the process is working. The subcontractor contracts, certificates of insurance, W-9's etc are being obtained and monitored.

Roofing material options: I did some research on black and dark colored metal roofing which applies to metal siding as well. Black metal roofing is a relatively new color option that seems to be popular. As a result of my research, I would avoid black or dark colored roofing for the following reasons:

- 1) the color of the roofing influences snow behavior. A black/dark roof absorbs significantly more solar radiation. In the intense high altitude sun, a black roof can reach surface temperatures well above freezing even when ambient air temperatures are below 32 degrees. This causes the bottom layer of snow to melt during the day, refreezing at night creating more ice dams which prevent proper drainage. The dark color causes imbalanced snow loads as snow falls off in larger slabs in areas and not others. A black roof can reach 200 degrees in high altitude sun.
- 2) Dark colors especially on metal are more susceptible to UV degradation, chalking and fading than lighter colored paints. The lighter the better for long-term aesthetics. Metal roofs cannot be successfully repainted.
- 3) The UV exposure on dark colors and the absorption of heat causes more rapid degradation of caulking around roof venting pipes. The rapid changes in temperature causes the roof screws to loosen up faster and degrades the gaskets on the roofing screws. The result is increased roof screw tightening, screw replacement and potential leaks around stand pipes and vents.

The lighter the roof color, the less maintenance and the longer the curb-appeal. It's something to think about.

Marybeth 06/02/2026



A Safe Place in Pagosa, Inc.
dba Aspen House / Aspen Services / PSFroyo
PO Box 5913
Pagosa Springs, CO 81147
(970) 398-1636

Workplace Injury and Reporting Policy

Purpose

The purpose of this policy is to provide clear procedures and responsibilities for reporting and handling workplace injuries or illnesses in compliance with the Colorado Workers' Compensation Act.

This policy applies to all employees, supervisors, managers, and company representatives.

1. Immediate Response to Workplace Injuries

All workplace injuries, illnesses, accidents, or unsafe conditions must be reported immediately, regardless of how minor they may appear.

In an emergency, employees should seek immediate medical attention by calling 911 or going to the nearest emergency facility.

Employee Responsibilities

Employees are responsible for the following when a workplace injury or illness occurs:

A. Report the Injury Immediately

Employees must notify their supervisor or manager as soon as possible after any work-related injury or illness occurs.

Under Colorado law, employees should provide written notice of the injury within 10 working days. Failure to report promptly may affect workers' compensation benefits.

B. Provide Accurate Information

Employees must provide complete and truthful information regarding:

- How the injury occurred
- Date and time of the incident
- Witnesses involved
- Body parts affected
- Medical treatment received



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C. Cooperate with Medical Treatment

Employees must:

- Follow medical advice and treatment plans
- Attend scheduled appointments
- Comply with work restrictions or modified duty assignments when applicable

D. Maintain Communication

Employees are expected to keep the company informed regarding:

- Work status
- Medical restrictions
- Return-to-work updates
- Any changes related to the injury claim

E. Follow Safety Rules

Employees must follow all company safety procedures and use required protective equipment.

Employer Responsibilities

The company is responsible for the following when a workplace injury occurs:

A. Maintain Workers' Compensation Insurance

The company will maintain workers' compensation insurance coverage as required under Colorado law.

B. Respond Promptly to Injury Reports

Management will:

- Take all injury reports seriously
- Ensure the employee receives appropriate medical attention
- Document the incident promptly

C. Report Injuries to Insurance Carrier

The company will report work-related injuries to its workers' compensation insurance carrier as required by Colorado law. Employers generally must notify the insurance carrier within 10 days after learning of a work-related injury.

D. Provide Medical Provider Information

When required by law, the company will provide the employee with a designated medical provider list for non-emergency treatment.

E. Maintain Records



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The company will maintain injury and accident records in accordance with Colorado workers' compensation requirements.

F. Non-Retaliation

The company prohibits retaliation against any employee for:

- Reporting a workplace injury
- Filing a workers' compensation claim
- Participating in an injury investigation

Return-to-Work

The company may offer modified or light-duty work consistent with medical restrictions whenever possible.

Employees are expected to cooperate in returning to work safely and promptly once medically released.

Fraudulent Claims or False Statements

Knowingly providing false information related to a workplace injury or workers' compensation claim may result in disciplinary action, up to and including termination.

Questions

Employees with questions regarding workplace injuries or workers' compensation should contact:

Name/Title: _____

Phone: _____

Email: _____

Employee Acknowledgment

I acknowledge that I have received and understand the Company Workplace Injury and Reporting Policy.

Employee Name: _____

Signature: _____

Date: _____

Carolyn Paschal <carolynpaschal@gmail.com>

Thu, Jun 20, 2024,
8:03 AM

to Bryan, Cyndi, Joanne, Keena, Marybeth, Pattie, Patty, Becky

Hi all,

Since we are in the process of reorganizing our committees, I thought I would clarify a few things as to the function of committees as a whole.

- Staff does not need to be a member of any committee, however, they should be included in all committee meetings that are directly related to their DBA, have a direct impact on their business, and when they can provide valuable information that factors into decisions about that DBA.
- The President and ED are ad hoc members of every committee and should be invited to all meetings. They can attend the ones they feel they are directly connected with or on which topic they would like to voice their ideas and opinions.
- Committees are to address topics only as directed by the President and Board. If a committee or board member has a topic that they feel should be addressed, it should first be presented to the President and Executive Director and then it will be directed to the appropriate committee chair. The committee chair then convenes their committee to delegate responsibilities to resolve the issue.
- Committees should meet regularly and every committee member should share designated responsibilities to accomplish the committee's objectives. When progress is made or information is received, it should be shared with the full committee.
- All committees should prepare a written report of their findings or progress on an assigned topic to the Executive Director at least five business days before the next scheduled Board meeting for inclusion in the Board meeting Agenda Packet. If a vote is needed on a particular topic, a written motion should be included with the report.

I feel that this process will keep our committees focused and productive and any issues will be dealt with in an appropriate, organized manner and with good communication.

Thank you all for the hard work you do and your dedication to our mission.

Carolyn