



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

Board Meeting AGENDA for
Wednesday, MAY 13th, 2026 @ 4:15 pm
Meeting location: ASPiP Office – 459 Lewis Street

1. Call to order: Verification of quorum

2. Welcome of Guests: Tim Brown, Amanda Kroeker

3. Additions to today's agenda

4. Approval of today's meeting Agenda

5. Approval of Consent Agenda:

Minutes of April 8th, 2026, Financials through February 28th, 2026, Committee Reports and Directors Report (attached to Packet)

6. Committee & DBA Reports:

Aspen Services (Becky & Nicole)

- Class B license update
- * Group home application update
- New billing software
- Monthly billing report
- Update on Parent May Parent meeting
- New client enrollment status update

PS FroYo: (TBD)

- Discuss upcoming events that may increase sales at FroYo to help them prepare
- Concern about timing of patio reconstruction with summer coming
- Update on potential interest in FroYo location purchase

Financial (Bryan/Nicole)

- Review check signer policy and update Bylaws – **VOTE if necessary**
- Discuss allocation of donations – account designation and process
- Discuss how financial information should be shared with board, committees and public
- Discuss construction payment process and who will handle each element
- **VOTE** to separate out Services & PS FroYo bank accounts – new acct. for services, leave FroYo as is
- **VOTE** to increase credit card limit for build project or get new card for build

Capital Campaign (Pattie)

- Capital Campaign update

Events/Fundraising/Marketing (Keena & Pattie)

- Is there a volunteer to be the Events Committee Leader?
- Leaf Campaign Update
- Durango Wine Experience – summary of event/thoughts
- Call for Golf Tournament volunteers
- Discuss 4th of July event & volunteers



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

Facilities (TBD):

- Updates and new information

Aspen House Building (Marybeth)

- Update on current status/progress – see report
- Discuss proposed changes that Tim suggests
- Review and choose colors
- Discuss decision making process
- PAWS meeting to discuss reduction in fees 5/14/26

Grants: (Pattie)

- Received MSST Grant for \$60k – Services & Operations
- Applied for CHFA Direct Effects grant - \$10k
- Denver Foundation Care Fund grant – in progress – operations \$20k

8. HR/Governance (TBD)

- Updates and new information

9. Old Business:

- New section added to Website to house board meeting packets – including financials – open to public

10. New Business:

- Discuss committee work and committee lists
- Who needs new or updated name tags for events
- New shirts – need sizes

11. Executive Session – If needed

11. Next Meeting: June 10th, 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 March 11th, 2026

corrected

1/C.T.O. 4:20 p.m. by Jana

2/ Welcome of guests; Pattie, Becky, Keena, Sierra Sosa (board application pending), Aaron Bogard (board application pending)

3/ Additions to agenda

a/ Income/donor tracking, new business

b/ Insurance, financials

c/ Fro-Yo future, Fro-Yo committee

4/ Approval of today's agenda; no dissents

5/ Approval of consent agenda; no dissents

6/ Committee and DBA reports

a/Aspen Services Becky

-New DSP, position posted, one person hired works weekends, still looking for another.

-Monthly billing, frustration! State SLS, struggling to bill Medicaid, asked for new contract and billing. 500.00\$ this month.

-House meeting, policies nearing completion. House must be co-ed for state so that's settled. Tenant selection criteria for county, Archuleta County only? Preference for Archuleta County? Discussion about this. Group home application continues.

-No word from state on Class B.

-Art Adventures art show Friday March 20th 5:30-7 at The Studio.

-St Patrick's parade this Saturday, AS/AH will have bake sale table.

b/ Financials Bryan

-Jamie Matthews 3000\$ for 2025 financial review. 6000\$ for 2026, 4000\$ for 2027, 3000\$ for 2028 and going forward. 990 and 990TS 1000\$. Danielle knows and has worked with Jamie.

-MOTION Bryan to hire Jamie Matthews with proposed payments for work as above. 2nd Ali. Motion carried without opposition.

- End date for liability insurance coming up and we've had no communication from the broker. Pattie will look at changing back to Cherry Creek and at what overlaps we may have with insurance and broker fees.

c/Capitol Campaign Pattie

- 10k donation from supporter in Oklahoma
- 310k in last 60 days!!
- 25k from supporter's neighbor(watched video!)
- 30k from Jerry Jackson
- 29k from MB
- 100k from Orchard Foods
- Where to place donations?
- Meeting with Carolyn, Jim, and Tim

d/ FroYo Amythest

- Construction closures March 16-May 30.
- 30k total in bagels and sandwiches last year.

-Amythest thinks we should look at stopping bagels and sandwiches.

-Cost to make bagel=25 cents.

-141k in yogurt sales last year.

-Tamara leaving in 4 weeks.

-Getting H.S. and transition program back, school delivery revisited.

-Fro Yo is a social hub, great exposure for Aspen House. It is easier to have clients in house working.

-Discussed other restaurants in town and opportunities for clients.

-Amythest reached out to P.C.I. about employee prospects.

-Jesse a sign for closure discussion.

-Jana discussed getting rid of sandwiches, Ali wondered about stopping during construction time.

-Discussion about closing for April, consensus that we need to stay open.

-Bryan would like to keep sandwiches for now and work on increasing employment and presence of Aspen Services clients.

e/ Events/Fundraising/Marketing Pattie & Keena

-Spreadsheet for Leaf campaign, Keena asks we look for people/businesses' we know.

-Durango Wine Experience, training on the 16th, event 24th and 25th.

-Golf June 6th

-Duathlon July 11th

-Color Run September 19th

- Banners scheduled for all.

f/ Facilities Pattie

-Received approval from BWD to add cable railing to posts until the complete remodel starts (porch and entry roof). Finding a handyman and getting quotes currently.

7/ Aspen House Committee

a/ Written report from MB.

b/ Monday application.

8/ Grants Pattie

a/ This Friday pre-application for D.O.H., all money by May.

b/ MOTION Ali to accept signatory resolution for D.O.H. grant for Nicole and Pattie, 2nd Bryan, no dissents.

c/ May and Stanley Smith 60k.

d/ Will then start Dinsdale.

e/ Keena will help with grant tracking and reporting.

9/ HR/Governance

a/ Revising board packet/notebook.

b/ Moving to digital content for board and minutes.

10/ New Business

a/ Donor tracking, request from Carolyn. Pattie and Keena will send weekly report and include board.

b/ Getting thank you's out, client thank you cards, video message taped.

c/ Vote on new board members in April meeting.

6:14 p.m. adjourned

Next meeting April 8th 2026

Aspen House/Aspen Services

Board of Directors April 18th, 2026

1/C.T.O. 4:19 p.m. Nicole

2/ Welcome of Guests; Pattie, Becky, Keena, Liz Wilson

Board members present; Renea, Nicole, Julie, Ali, Jana, Bryan
(via phone)

3/ Additions to agenda

a/Drying in with current funds, building committee

b/ Considering a loan, building committee

c/ Reserves from operating to building, building
committee

d/ Process for writing checks for construction, building
committee

e/ Building permit update, building committee

f/ Archuleta Housing Authority partnership, new
business

g/ Previous donations and sorting out where they were
put and what donors' intent was, financials

h/ Art Center play and fundraiser,
events/fundraising/marketing

4/ Approval of today's agenda; no dissents

5/Approval of consent agenda, financials, and previous minutes; add Keena as guest to March 11th 2026 minutes, otherwise no dissents

6/ MOTION Julie to elect Sierra Sosa as a new board member, second Jana. Motion carries unanimously

7/ Committee and DBA Reports

a/ Aspen Services Becky

-New billing software started 6 months ago has not been able to fix issues, cancelled last Friday. Need a new billing system again. This was listed as 500\$ on the budget and should have been 5000\$

-Group home license submitted. Class B license ready to move to next step, lots of documents to review and change.

-Parent meeting had 13 attendees and covered stress management

-Hired 1.5 DSP's, Andrea Weiszbrod FT, Hazel Wedemeyer for weekends

b/ Fro Yo Becky

- New manager Liz Wilson FT, she is moving into a new place and happy to be here

- New hire, Keanna

- Reconstruction of porch, permit in, expecting about 45 days of work, will need to have a different entrance, parking may be an issue

- Chefs is working on more signage during construction from CDOT

- Fro Yo needs a deep clean

- Jenelle Sylverson offered AS/AH her caramel business, discussion about this and if it would work for our purposes. Between having a place to set up equipment and what tasks our clients could do, it doesn't seem like it would work for us, wonderful offer and community support

- School program discussion

- Fro Yo purpose and date for re-evaluation of financials discussion. By 9/9/2026 the goals are that Fro Yo breaks even financially, has more interaction and presence of clients, and increased community outreach

c/ Financials Bryan and Nicole

-MOTION Jana to amend Aspen Services budget to include software subscription cost, second Ali. Motion carries unanimously

-MOTION Jana to close the unused savings account at Bank of Colorado, second Renea. Motion carries unanimously

-Money donated to construction not showing up in construction, discussion about following money donated so we know where it landed in the organization. Tim Brown specifically wants to know where his donations have gone. Nicole will have Danielle run a report to track this.

-540k in building fund currently, can decide in enterprise zone where donations go now

-Pattie will research to see if we have a policy regarding donations and tracking

d/ Capitol Campaign Pattie

-Without the DOH money we really need to ramp up fundraising

-Discussion of fostering relationships to help build Aspen House

e/ Events/Fundraising/Marketing Keena and Pattie

-LEAF Campaign, we need more businesses contacted, sign up with Keena.

-All construction donations should be included in the LEAF campaign

-Durango Wine Experience, April 24 & 25, volunteer training April 16th

-Arts Center show, August 5th(we think) for fundraiser show for Aspen House, discussion of different jobs for clients, opportunity to hand out materials about Aspen House build.

f/ Facilities

-Porch update per Becky earlier

-Need a list of business property, cost and replacement values for insurance. Nicole will follow up with this.

g/ Aspen House Building MB (written report) Pattie

-Water for fire suppression approved

-Groundbreaking, parking update, invitations

-Discussion about drying in with current funds, possible loan from Bank of Colorado

-Reserves from operating to building, Nicole will follow up with this

-We are next up for building permit!

-Construction check process discussion. MB will be the intermediary and check invoices, and get check for signers

h/ Grants Pattie

-DOH discussion, Tim resistive to this grant as he has liability concerns around it. Doesn't seem like the fit we thought it might be and isn't really designed for our project. There is gap funding loan potential even without the grant

-Walmart Community Grant, application submitted

-MSST grant submitted

-Dinsdale grant application started

8/ HR, Governance

-No updates

9/ New Business

a/ Discussion about sharing of board packets, financials, and account balances/deposits outside of board. Discussion about posting this information on our website

b/ Archuleta Housing Authority, inquiring about how to get property taxes waived, Pattie will follow up with this

10/ Executive Session- None

11/ Next Meeting May 13th, 2026 4:15 p.m.

12/ Adjourn at 6:27 p.m.

Balance Sheet

As of March 31, 2026

	<u>Mar 31, 26</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of Colorado -5427	18,916.64
10001 · Bank of Colorado- Sweep 5427	16,275.10
10002 · Bank of Colo- Gen Rest -1872	223.45
10003 · Petty Cash	500.00
10004 · Bank of Colorado- 5415	3,378.24
10005 · Bank of Colorado- Sweep 5415	158,736.79
10006 · Bank of Co- 9435	122,133.96
10007 · Bank of Colorado- Rest 4336	444,655.29
10008 · Charles Schwab-5542	969.21
Total Checking/Savings	<u>765,788.68</u>
Accounts Receivable	
11000 · Accounts Receivable	2,257.40
Total Accounts Receivable	<u>2,257.40</u>
Other Current Assets	
12000 · Undeposited Funds	-492.02
12101 · Food Inventory	7,794.35
Total Other Current Assets	<u>7,302.33</u>
Total Current Assets	<u>775,348.41</u>
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	<u>74,822.57</u>
TOTAL ASSETS	<u>850,170.98</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
40000 · Bank of Colorado -CC	4,788.20
Total Credit Cards	<u>4,788.20</u>
Other Current Liabilities	
20000 · Gift Card Sales	7,285.65
24000 · Payroll Liabilities	
24100 · Colorado Withholding	1,779.00
24200 · Colorado Unemployment	1,287.93
24300 · Co FAMILI	516.70
24400 · Employee Tips Payable	2,672.35
24000 · Payroll Liabilities - Other	-2,742.68
Total 24000 · Payroll Liabilities	<u>3,513.30</u>
25000 · Construction In Progress	-21,966.00
25500 · Sales Tax Payable	197.24
Total Other Current Liabilities	<u>-10,969.81</u>
Total Current Liabilities	<u>-6,181.61</u>
Total Liabilities	<u>-6,181.61</u>

2:09 PM

A Safe Place In Pagosa, INC.

05/07/26

Balance Sheet

Accrual Basis

As of March 31, 2026

	<u>Mar 31, 26</u>
Equity	
30000 · Opening Balance Equity	481,168.44
31500 · Temp. Restricted Net Assets	241,352.00
32000 · Unrestricted Net Assets	-32,767.35
Net Income	166,599.50
	<hr/>
Total Equity	856,352.59
	<hr/>
TOTAL LIABILITIES & EQUITY	850,170.98
	<hr/> <hr/>

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

	Froyo	Operating	Services	Unclassified	TOTAL
Ordinary Income/Expense					
Income					
43300 · Froyo Sales	35,910.21	0.00	0.00	0.00	35,910.21
43310 · PASA Billable Income	0.00	0.00	3,097.28	0.00	3,097.28
43311 · State SLS	0.00	0.00	442.06	0.00	442.06
43320 · DVR Income	0.00	0.00	500.00	0.00	500.00
43400 · Direct Public Support					
43410 · Corporate Contributions	732.40	492.27	7,000.00	0.00	8,224.67
43451 · Individual Donations	0.00	6,729.92	0.00	0.00	6,729.92
43452 · Rest. Construction Donations	0.00	215,221.99	0.00	0.00	215,221.99
43453 · Board Member Donations	0.00	75.00	0.00	0.00	75.00
Total 43400 · Direct Public Support	732.40	222,519.18	7,000.00	0.00	230,251.58
47200 · Fundraising & Events Income	0.00	2,417.72	0.00	0.00	2,417.72
Total Income	36,642.61	224,936.90	11,039.34	0.00	272,618.85
Cost of Goods Sold					
43301 · Food Purchases	11,446.95	0.00	0.00	0.00	11,446.95
43302 · Rest Supplies and Small Equip	1,180.50	0.00	0.00	0.00	1,180.50
43303 · Merchant Account Fees	852.31	22.54	0.00	0.00	874.85
50000 · Cost of Goods Sold	10.25	0.00	0.00	0.00	10.25
Total COGS	13,490.01	22.54	0.00	0.00	13,512.55
Gross Profit	23,152.60	224,914.36	11,039.34	0.00	259,106.30
Expense					
60900 · Fundraising / Marketing Exp					
60901 · Donor Relations	0.00	65.97	0.00	0.00	65.97
60900 · Fundraising / Marketing Exp - Other	0.00	3,856.52	0.00	0.00	3,856.52
Total 60900 · Fundraising / Marketing Exp	0.00	3,922.49	0.00	0.00	3,922.49
62100 · Contract Services					
62110 · Accounting & Bookkeeping Fees	722.50	3,430.00	722.50	0.00	4,875.00
Total 62100 · Contract Services	722.50	3,430.00	722.50	0.00	4,875.00
65000 · Operations					
65010 · Memberships, Dues & Subscrip	148.67	1,133.22	337.57	0.00	1,619.46
65020 · Postage, Mailing Service	0.00	73.23	0.00	0.00	73.23
65030 · Printing and Copying	0.00	932.86	42.06	0.00	974.92
65040 · Office Supplies and Equipment	42.51	356.23	80.67	0.00	473.41
65050 · Computer Exp & Software	128.40	256.00	0.00	0.00	384.40
65051 · Rent Expense	1,000.00	1,980.00	1,000.00	0.00	3,980.00

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

	Froyo	Operating	Services	Unclassified	TOTAL
65052 · Utilities					
65052.1 · Electric	459.08	459.10	459.07	0.00	1,377.25
65052.2 · Natural Gas	188.61	188.62	188.60	0.00	565.83
65202.3 · Telephone	65.71	479.83	65.70	0.00	611.24
65202.4 · Internet	0.00	281.34	0.00	0.00	281.34
65202.5 · Trash Services	270.30	0.00	0.00	0.00	270.30
65202.6 · Water/ Sewer	360.76	0.00	0.00	0.00	360.76
Total 65052 · Utilities	1,344.46	1,408.89	713.37	0.00	3,466.72
65053 · Repairs & Maint.	10.39	1,322.16	0.00	0.00	1,332.55
65055 · Board Expenses	0.00	124.59	0.00	0.00	124.59
65056 · Website Maint & Tech.	0.00	710.00	0.00	0.00	710.00
65057 · Advertising / Marketing	1,712.00	371.56	0.00	0.00	2,083.56
65059 · Program License Fees	0.00	42.95	0.00	0.00	42.95
65060 · Fuel Expense	0.00	0.00	215.76	0.00	215.76
65062 · Program Activities	0.00	0.00	3,411.29	0.00	3,411.29
Total 65000 · Operations	4,386.43	8,705.69	5,800.72	0.00	18,892.84
65120 · Insurance					
65123 · Workers Comp	121.18	121.18	121.19	0.00	363.55
65124 · Auto	0.00	0.00	872.54	0.00	872.54
65120 · Insurance - Other	0.00	198.78	0.00	0.00	198.78
Total 65120 · Insurance	121.18	319.96	993.73	0.00	1,434.87
66000 · Payroll Expenses					
66001 · Wages	21,588.23	11,610.35	23,471.26	0.00	56,669.84
66002 · Payroll Taxes					
66002.1 · Co Unemployment	480.71	260.66	546.56	0.00	1,287.93
66002 · Payroll Taxes - Other	2,307.19	1,270.85	2,703.80	0.00	6,281.84
Total 66002 · Payroll Taxes	2,787.90	1,531.51	3,250.36	0.00	7,569.77
66000 · Payroll Expenses - Other	0.00	0.00	350.00	0.00	350.00
Total 66000 · Payroll Expenses	24,376.13	13,141.86	27,071.62	0.00	64,589.61
68300 · Travel and Meetings					
68310 · Conference & Training Fees	0.00	0.00	254.95	0.00	254.95
68320 · Travel	0.00	367.06	0.00	0.00	367.06
68321 · Lodging	0.00	156.14	0.00	0.00	156.14

2:07 PM

05/07/26

Accrual Basis

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

	<u>Froyo</u>	<u>Operating</u>	<u>Services</u>	<u>Unclassified</u>	<u>TOTAL</u>
68322 · Meals	0.00	37.28	0.00	0.00	37.28
68300 · Travel and Meetings - Other	0.00	20.15	0.00	0.00	20.15
Total 68300 · Travel and Meetings	<u>0.00</u>	<u>580.63</u>	<u>254.95</u>	<u>0.00</u>	<u>835.58</u>
Total Expense	<u>29,606.24</u>	<u>30,100.63</u>	<u>34,843.52</u>	<u>0.00</u>	<u>94,550.39</u>
Net Ordinary Income	<u>-6,453.64</u>	<u>194,813.73</u>	<u>-23,804.18</u>	<u>0.00</u>	<u>164,555.91</u>
Other Income/Expense					
Other Income					
80001 · Interest Income	0.00	2,043.59	0.00	0.00	2,043.59
Total Other Income	<u>0.00</u>	<u>2,043.59</u>	<u>0.00</u>	<u>0.00</u>	<u>2,043.59</u>
Net Other Income	<u>0.00</u>	<u>2,043.59</u>	<u>0.00</u>	<u>0.00</u>	<u>2,043.59</u>
Net Income	<u><u>-6,453.64</u></u>	<u><u>196,857.32</u></u>	<u><u>-23,804.18</u></u>	<u><u>0.00</u></u>	<u><u>166,599.50</u></u>

A Safe Place In Pagosa, INC.

Profit & Loss

05/07/26

March 2026

Accrual Basis

	Mar 26
Ordinary Income/Expense	
Income	
43300 · Froyo Sales	16,366.55
43310 · PASA Billable Income	2,072.36
43311 · State SLS	442.06
43320 · DVR Income	500.00
43400 · Direct Public Support	
43410 · Corporate Contributions	7,732.40
43451 · Individual Donations	1,650.00
43452 · Rest. Construction Donations	63,784.90
43453 · Board Member Donations	25.00
Total 43400 · Direct Public Support	73,192.30
47200 · Fundraising & Events Income	881.26
Total Income	93,454.53
Cost of Goods Sold	
43301 · Food Purchases	4,738.29
43302 · Rest Supplies and Small Equip	322.69
43303 · Merchant Account Fees	340.06
Total COGS	5,401.04
Gross Profit	88,053.49
Expense	
60900 · Fundraising / Marketing Exp	2,419.12
62100 · Contract Services	
62110 · Accounting & Bookkeeping Fees	3,645.00
Total 62100 · Contract Services	3,645.00
65000 · Operations	
65010 · Memberships, Dues & Subscripts	308.52
65030 · Printing and Copying	250.82
65040 · Office Supplies and Equipment	124.53
65050 · Computer Exp & Software	103.00
65051 · Rent Expense	1,500.00
65052 · Utilities	
65052.1 · Electric	500.44
65052.2 · Natural Gas	178.21
65202.3 · Telephone	134.71
65202.4 · Internet	93.78
65202.5 · Trash Services	90.10
65202.6 · Water/ Sewer	117.92
Total 65052 · Utilities	1,115.16
65056 · Website Maint & Tech.	200.00
65057 · Advertising / Marketing	1,060.00
65060 · Fuel Expense	125.43
65062 · Program Activities	612.61
Total 65000 · Operations	5,400.07
65120 · Insurance	
65123 · Workers Comp	363.55
65124 · Auto	238.00
65120 · Insurance - Other	198.78
Total 65120 · Insurance	800.33
66000 · Payroll Expenses	
66001 · Wages	18,384.88

A Safe Place In Pagosa, INC.

Profit & Loss

05/07/26

March 2026

Accrual Basis

	<u>Mar 26</u>
66002 · Payroll Taxes	
66002.1 · Co Unemployment	418.67
66002 · Payroll Taxes - Other	<u>1,984.97</u>
Total 66002 · Payroll Taxes	<u>2,403.64</u>
Total 66000 · Payroll Expenses	20,788.52
68300 · Travel and Meetings	
68320 · Travel	<u>283.38</u>
Total 68300 · Travel and Meetings	<u>283.38</u>
Total Expense	<u>33,336.42</u>
Net Ordinary Income	54,717.07
Other Income/Expense	
Other Income	
80001 · Interest Income	<u>2,043.59</u>
Total Other Income	<u>2,043.59</u>
Net Other Income	<u>2,043.59</u>
Net Income	<u><u>56,760.66</u></u>

A Safe Place In Pagosa, INC.

Profit & Loss

05/07/26

January through March 2026

Accrual Basis

	<u>Jan - Mar 26</u>
Ordinary Income/Expense	
Income	
43300 · Froyo Sales	35,910.21
43310 · PASA Billable Income	3,097.28
43311 · State SLS	442.06
43320 · DVR Income	500.00
43400 · Direct Public Support	
43410 · Corporate Contributions	8,224.67
43451 · Individual Donations	6,729.92
43452 · Rest. Construction Donations	215,221.99
43453 · Board Member Donations	75.00
	<hr/>
Total 43400 · Direct Public Support	230,251.58
47200 · Fundraising & Events Income	2,417.72
	<hr/>
Total Income	272,618.85
Cost of Goods Sold	
43301 · Food Purchases	11,446.95
43302 · Rest Supplies and Small Equip	1,180.50
43303 · Merchant Account Fees	874.85
50000 · Cost of Goods Sold	10.25
	<hr/>
Total COGS	13,512.55
Gross Profit	259,106.30
Expense	
60900 · Fundraising / Marketing Exp	
60901 · Donor Relations	65.97
60900 · Fundraising / Marketing Exp - Other	3,856.52
	<hr/>
Total 60900 · Fundraising / Marketing Exp	3,922.49
62100 · Contract Services	
62110 · Accounting & Bookkeeping Fees	4,875.00
	<hr/>
Total 62100 · Contract Services	4,875.00
65000 · Operations	
65010 · Memberships, Dues & Subscripts	1,619.46
65020 · Postage, Mailing Service	73.23
65030 · Printing and Copying	974.92
65040 · Office Supplies and Equipment	473.41
65050 · Computer Exp & Software	384.40
65051 · Rent Expense	3,980.00
65052 · Utilities	
65052.1 · Electric	1,377.25
65052.2 · Natural Gas	565.83
65202.3 · Telephone	611.24
65202.4 · Internet	281.34
65202.5 · Trash Services	270.30
65202.6 · Water/ Sewer	360.76
	<hr/>
Total 65052 · Utilities	3,466.72
65053 · Repairs & Maint.	1,332.55
65055 · Board Expenses	124.59
65056 · Website Maint & Tech.	710.00
65057 · Advertising / Marketing	2,083.56
65059 · Program License Fees	42.95
65060 · Fuel Expense	215.76
65062 · Program Activities	3,411.29
	<hr/>
Total 65000 · Operations	18,892.84

A Safe Place In Pagosa, INC.

Profit & Loss

05/07/26

January through March 2026

Accrual Basis

	<u>Jan - Mar 26</u>
65120 · Insurance	
65123 · Workers Comp	363.55
65124 · Auto	872.54
65120 · Insurance - Other	198.78
	<hr/>
Total 65120 · Insurance	1,434.87
66000 · Payroll Expenses	
66001 · Wages	56,669.84
66002 · Payroll Taxes	
66002.1 · Co Unemployment	1,287.93
66002 · Payroll Taxes - Other	6,281.84
	<hr/>
Total 66002 · Payroll Taxes	7,569.77
66000 · Payroll Expenses - Other	350.00
	<hr/>
Total 66000 · Payroll Expenses	64,589.61
68300 · Travel and Meetings	
68310 · Conference & Training Fees	254.95
68320 · Travel	367.06
68321 · Lodging	156.14
68322 · Meals	37.28
68300 · Travel and Meetings - Other	20.15
	<hr/>
Total 68300 · Travel and Meetings	835.58
Total Expense	<hr/> 94,550.39
Net Ordinary Income	164,555.91
Other Income/Expense	
Other Income	
80001 · Interest Income	2,043.59
	<hr/>
Total Other Income	2,043.59
Net Other Income	<hr/> 2,043.59
Net Income	<hr/> 166,599.50 <hr/>

A Safe Place In Pagosa, INC.
Donor Contribution Summary
March 2026

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Pay Meth</u>	<u>Amount</u>
Franktown Rental Property - Thompson					
03/26/2026	226	Franktown Rental Pr...			280.00
Total Franktown Rental Property - Thompson					280.00
Irons, Joanne & Karl (c)					
03/17/2026	230	Irons, Joanne & Karl...			130.00
Total Irons, Joanne & Karl (c)					130.00
Lord, Tony and Kim					
03/16/2026	234	Lord, Tony and Kim			100.00
Total Lord, Tony and Kim					100.00
Randle Charitable Giving Foundation					
03/17/2026	136	Randle Charitable Gi...			1,000.00
Total Randle Charitable Giving Foundation					1,000.00
Rocky Mountain Health Foundation					
03/13/2026	258	Rocky Mountain Hea...			7,000.00
Total Rocky Mountain Health Foundation					7,000.00
Salvation Army					
03/26/2026	223	Salvation Army			732.40
Total Salvation Army					732.40
Sims, Todd & Stacey					
03/02/2026	236	Sims, Todd & Stacey			425.00
Total Sims, Todd & Stacey					425.00
Smith, Nicole (c)					
03/17/2026	232	Smith, Nicole (c)			25.00
Total Smith, Nicole (c)					25.00
Snyder, Marybeth					
03/17/2026	231	Snyder, Marybeth			28,874.90
Total Snyder, Marybeth					28,874.90
State of Colorado					
03/06/2026		State of Colorado			500.00
03/12/2026		State of Colorado			514.31
03/19/2026		State of Colorado			1,558.05
Total State of Colorado					2,572.36
Stjernholm, Paula					
03/31/2026	224	Stjernholm, Paula			100.00
Total Stjernholm, Paula					100.00
Weddle, Jody					
03/26/2026	222	Weddle, Jody			25.00
Total Weddle, Jody					25.00
TOTAL					41,264.66



Durango Wine Festival

What a great opportunity to participate in an event to expand our reach and awareness! I truly appreciate the Community Foundation for being so supportive of our organization in so many ways. I personally felt this event was very time consuming for our team as it required several pre-meetings and trainings and two trips to Durango. We made the best of it and were able to interact with a nice group of potential donors and clients. On Friday evening, I was able to share information with two families that have loved ones that need residential care and have waivers in place. One is currently living in an unfavorable situation in Farmington. We also met a painter that may be willing to donate services to help when we get to that point with the house, also has a family member who may need residential care. We received a grant of \$2,500.00 for our time but most importantly were able to more fully connect with the Community Foundation and their staff. They are in close contact with donors and foundations that can potential be our donors as well.

Aspen House Ground Breaking Ceremony - May 1st

I can not say enough wonderful things about the ground breaking event!!!!!! Thank you everyone for making it such a huge success! Front page news in Pagosa! Wow! It was so wonderful and affirming to see so many from our community come out even though the weather was threatening, to support efforts of the last 10 years. It was great to feel all of the love and support surrounding such a monumental day!!! We definitely got the word out prior to the event - Thank you Keena and everyone who shared information with friends, family and colleagues.

Carolyn came through and donated the large outdoor tent which was a lifesaver and Joanne was kind enough to drive the cakes down which gave us a significant cost savings over local options!

May & Stanley Smith Foundation Grant

We received operational funding from the May and Stanley Smith Trust in the amount of \$60k. We plan to use this primary to support Aspen Services and staffing costs. I will continue to focus on finding grant opportunities that allow for operational funding and capital - which are both increasingly difficult to find, unfortunately. Grants are far more focused on specific programs with measurable results.

Secion from ASPiP Bylaws

Section 2. Checks and Notes

Except as otherwise specifically determined by resolution of the Board of Directors, or as otherwise required by law, checks, drafts, promissory notes, orders for the payment of money, and other financial transactions or evidence of indebtedness of the Corporation under ~~\$1,000.00~~ \$5,000.00 (5/4/2022) shall be signed by the President or Vice President of the Corporation. Checks, drafts, promissory notes, orders for the

payment of money, and other financial transactions or evidence of indebtedness of the Corporation in the amount of \$1,000.00 and over shall be signed by the President or Vice President and countersigned by any Director other than the Treasurer. All transactions shall be reviewed and approved by any Board member other than the authorized signer(s) or Treasurer.

Building Committee Report

as of 04/22/2026 Nine days from ground breaking

by Marybeth Snyder, Building Committee Volunteer

Insurance: We don't have any insurance yet. We're not an experienced contractor and we're a non-profit. Tim Brown suggested that AH be the GC of its own project, purchase builder's risk and liability insurance so he would not need contractor's insurance. After some discussion with Kelly Thompson at Leavitt Group in Durango I realized I was out of my knowledge base. I called Greg Pederson (who kindly helped us organize the insurance for AH/AS recently). He suggested we try hard to buy all our insurance from the same agency for better service. Our agent is Kevin Shafer with CCIG 720-330-7924. Kevin found contractor's liability for AH for \$150-\$200K, maybe less if we produce a "geotech report". He is still working to find builders risk. Kelly at Leavitt is still looking for GC insurance for Tim. I obtained GC and subcontractor contracts to submit to both agents and am writing a safety program required by insurance. The bond for the right-of-way (ROW) is on its way to us. We need to sign it, scan it and get it over to Road & Bridge (R&B). Per Kevin CCIG: If AH is the GC, then the contracts with the subs and payments to the subs must be between AH and the subs. If Tim is the GC, the contracts and payments must be between Tim and the subs. We need to consider who and how all the payments will be processed.

Suggestion: If we can't get liability insurance for a reasonable price, maybe we should just proceed without it. The builder's risk will cover losses of materials and the project in process. We can fence in the project and keep it locked up when no one is there, put up no trespassing signs and assure the subs all have liability insurance. Anyone who sues us will not get much.

Permits: On 4/15/2026 I picked up three permits: the county building permit for the house, the county building permit for the garage, the permit from the fire department and the permit from PLPOA. The county emailed the house plans red-lined with the requirements we need to meet. They said those red-lined plans are the ones we are to use. One set is to be kept on the job site at all times. I will post the PLPOA permit on our sign on the property as it must be posted within 14 days of issue which falls before the groundbreaking. Tim can figure out how and where the rest of the permits shall be posted.

Fire Suppression System: The new contract for \$89,000 has been signed by Pattie and Nicole Smith. Advanced Fire has us on their schedule. The invoice due and payable for 30% of the contract price was mailed on 04/10/26. The design is in process. There was a short hold-up because the CAD drawings were needed. Dwayne King sent the information needed.

The Lift: The design of the platform lift is in progress. An updated quote is pending. The doors of the lift must be fire rated at 10 minutes per the Fire Dept so that cost will be added to our original quote. Will review with Tim. Colorado Custom Elevator is asking for a firm construction date so we can get on the schedule. I sent them the sales tax exempt certificate so we don't pay tax on that.

PAWSD water and sewer: The "water modeling" by an engineering firm will take place someday at a cost of \$9,000 maybe.. Apparently this will determine what it will cost to get hooked up to water and sewer. The "Water/Wastewater Connection Request Permit form was submitted on 03/31/2026. I have not seen any response from that such as a permit number. On 03/11/2026 I submitted a PAWSD budget spreadsheet to Shelley and Renee. I asked for them to review and verify my numbers are correct so I can produce an accurate budget for water and sewer. No response to that yet. I was told I cannot go before the Board to ask for a waiver of some fees until we pay the \$9,000. Nicole and Pattie have taken over PAWSD correspondence.

The next steps:

- 1) Secure builder's risk insurance and contractor's liability insurance for AH or for Tim..
- 2) Get response from application for service, verification of fee schedule/pricing, pricing for water modeling and water modeling results from PAWSD.
- 3) Get the fire hydrant flow test done by the fire department.
- 4) Plea PAWSD for a waiver of fees.
- 5) Give construction schedule to Colorado Custom Elevator Lift for the vertical wheelchair lift scheduling.
- 6) Break ground on May 1, 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



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

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



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

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: _____