

# Montezuma Valley Volunteer Community Service Organization

**Date of Meeting:** June 28, 2025

**Time:** 6:00 p.m.

**Location:** MVVCSO Community Lot

**Type of Meeting:** Regular Public Meeting

**Public Attendance:** Yes

**Called By:** Board President - Erick Tronboll

**Notice Provided:** Yes, June 16, 2025

**Presiding Officer:** Erick Tronboll, President

**Note Taker:** Kristi Bruner

**Minutes Prepared by:** Jamie Ketelsen

## 1. Attendance

- **Board Members Present:**

- Erick Tronboll - President
- Jim Allen Vice - President
- Colleen James - Treasurer
- Gabby Ohmert - Board Member
- Janice Nay - Board Member
- Kristi Bruner - Board Member
- Patty Miller - Board Member
- Jamie Kettleson - Secretary (via Teleconference)

- **Board Members Absent:**

- none

- **Guests/Staff Present:**

- **11 Voting Members**

- **Quorum Present:** Yes

## 2. Call to Order

- **Time Meeting Called to Order: 6:08pm**
- **Presiding Officer:** Erick Tronboll - President

### 3. Approval of Previous Meeting Minutes

- **Date of Previous Meeting: June 18, 2025**
- **Motion to Approve Minutes:** Erick motions, Jim seconds
- **Amendments:** None
- **Approval Status:** Kristi motions to Approve, Colleen seconds
- **Approved 8-0-0**

### 4. Reports

- **Executive Director's Report:** Erick Tronboll talked about board Emails and Website
  - Payment by board members for these services considered a donation to MVVCSO
  - The only recurring monthly expense is the Website and TrustedSite Security
    - Website = \$21.99
    - TrustedSite = \$4.99
  - Outlook mailboxes will be maintained by MVVCSO for
    - General board email - Ranchita@mvvcso.org = \$95.88 /yr - renews April 2026
    - Secretary email - Secretary@mvvcso.org = \$95.88 /yr - renews June 2026
    - Treasurer email - Treasurer@mvvcso.org = \$95.88 /yr - renews June 2026
  - Domain Registration - mvvcso.org with Full Domain Protection
    - Domain = \$9.99 /yr - renews April 2026
    - Full Domain Protection = \$11.99 /yr - renews April 2026
- **Treasurer's Report:** The financial position remains unchanged, with the addition of \$27 in cash donations from the recent BBQ event.
- **Committee Reports:**
  - Erick motions to form the Ethics committee with Colleen as Board Chair
  - Colleen will seek to populate the committee with Voting Members.
  - 3 to 5 committee members to be sought
  - Patty seconds, Approved 8-0-0

### 5. Old Business

- **Affiliate Member applications: Maria Gonzalez**

- **Youth Member applications: Samantha Zittle**
  - Erick motions to accept both applications, Gabby seconds
  - Approved, 8-0-0
- **Jamie is working to continue to develop the missing physical inventory**
  - In addition to previously noted items are 2 white pop up shelters, Chafing dishes, and propane tanks
  - Decision: Push to future discussion while we wait for the forensic accounting process to complete
    - Erick noted that forensic accounting is not like standard accounting and will take several months to complete, investigate, and propose to the board for action.
- Vote: N/A
- **Board tables shredding old documents and finding Historical documents**
  - Discussion: These tasks will fall on the Elected Board and will likely not see action until the historical committee is formed and protocols are developed.
- **Bylaw procedures were approved by board-retained Attorneys Tovella/Dowling**
- **Nick Ketelsen reviewed the plot plan with the County**
  - Awaiting an update on permitting and assignment of permanent address
- **Historical Funds**
  - Placed into an interest bearing CD that will mature December 11, 2025
  - The decision as to how Historical Funds will be used will be put to the Voting Members
    - Announcement of this ballot initiative TBD; notice will be mailed and ballots will be done via USPS Mail, Email with secure voting link, and some form of one day in-person voting
- **Update on the BBQ and rummage sale event on June 14, 2025**
  - The event was very well received with approximately 60 attendees throughout the day
  - There were three rummage sale tents and each vendor reported high satisfaction with patronage and successful sales of items provided
  - Left over perishables kept frozen and returned to volunteer freezer space for use on next FSD event to encourage more community outreach and engagement.
- **Update on bylaw ratification polling place**

- 59 of 64 Voting Members participated - the results were unanimously in approval of the 2025 bylaws
- The 5 Voting Members that could not participate graciously notified us that they would not be able to cast a ballot which allows us to account for all votes with 100% response.

## **6. New Business**

- **Plan proposed to create an Asset Tracking System**
  - Discussion: This system to include online assets, accounts both digital and those such as USPS/SOS/OAG/etc, containers, shed, and Physical property
  - Erick motions to approve, Jim seconds - Approved 8-0-0

## **7. Action Items**

- N/A to this meeting - moved to mid-June meeting

## **8. Announcements**

- The board will begin planning an end of summer Kids Day and invite surrounding communities to participate - more discussion at next meeting

## **9. Adjournment**

- **Time Meeting Adjourned: 8:01pm**
  - Erick motions to adjourn, Kristi seconds. Hearing no opposition, meeting adjourned
- **Next Meeting Date:** TBD - mid June
- **Location:** TBD

### **Notes Prepared By:**

Kristi Bruner, Board Member - Approved Note Taker

July 3, 2025

### **Minutes Prepared By:**

Jamie Ketelsen, Secretary

July 5, 2025