

Administrative Board

August 19, 2025

The Boulder County Division of the Community Action Programs Administrative Board met in-person in regular session on August 19th, 2025 at 3482 N Broadway, Boulder CO and on TEAMS.

Present: Alex Kalkhofer, Katie McKillips, Sakar Pudasaini, Roxanne Peterson, Maryel Barron, Mara Rose, David Begleiter, Erika Carlson, Erika Moats

Absent: Richard Garcia

Staff Present: Kathryn Lehman

Community Guest: None

Alex began the meeting at 5:33 pm

Quorum Present: 9 out of 10

Public Comment: No public Comment

Approval of Board Minutes: Review and approval of May meeting minutes.

Upcoming CAP Events

- PERL training September 20 9am-3:30pm, Parks Building, Longmont-Kathryn asked for volunteers to hand out completion certificates and meet with cohort during lunch
- Cultural Brokers Community Training Thursdays, August 21-Sep 18, 6-8:30 (virtual)
- Board Potluck?
- Kestrel's Fall Festival takes place October 21

Director's Report:

- No updates on Division Manager search
- CAP (and Community Services/County in general) has been instructed to pause on developing any new programming or services as the County is facing budget shortages and currently reviewing cuts to rectify deficit in general fund

Open Discussion:

- The board continued our discussion about holding a board meeting at a BCHA affordable housing location. Katie received permission from director to host it at BC properties. We can advertise in the tenant-run newsletter for Kestrel. At 5:47 the board approved the motion to schedule our November 18 meeting at Kestrel in Louisville.
- The proposed project to create a stipend for low-income board members who face a barrier to participation was discussed. Kathryn informed the group that the directive to pause new initiatives applies here. The board discussed various options for structuring and funding the initiatives as well as developing a proposal for a pilot program. We could do the leg work

and research now in order to be prepared to hit the ground running if and when we get the OK. At 6:20 the board passed a motion to table the idea for November.

Action Items:

- The board secretary has resigned. Kathryn has asked for volunteers to fill the position, we hope to fill secretary position at September meeting.
- Board will continue research and legwork for developing a stipend proposal

Adjourn: Motion to adjourn at 6:48 p.m.

Submitted by Kathryn Lehman (Interim board secretary)