

[REDACTED]

[REDACTED]

On August 22, 2017 a Board meeting took place in which staff members Ross, Jacque Thurman, Gina Milne, and myself were present. Toward the end of the meeting, Roger Van Heyningen presented a document that he proposed be used for the Executive Director's evaluation. At the close of the meeting, I was handed a stack of evaluation forms and told by Board Chairman Keith Cross, in the presence of Ross, to distribute the forms to the Middle Management team, collect them, and return them to Mr. Cross. Ross later approached me and told me that if I or any management intended to put anything negative on these evaluations, we were free to do so, but please inform him first. I later informed Ross that I would be marking "needs improvement" in the area of budgeting and finance, since I felt that he lent little to no support or guidance in that area.

Shortly thereafter, Ross indicated that these evaluations should also be distributed to regular staff, again with the disclaimer that employees were free to be honest, but their names would be on the evaluation, and Ross should be made aware of any negative comments. As time progressed, Ross reported to me personally that Mr. Van Heyningen was very upset about how the evaluation process had been carried out, that Mr. Van Heyningen's supposed intention was that the evaluation forms be for Board use alone. Ross eventually told me that the evaluation by employees would not be taking place. Yet by October 3, 2017, I received another email from Board Chairman, Mr. Cross asking for the status of the evaluation collection.

Ross told me that the evaluation would not be taking place because of this strange board meeting mishap. He also told me that should I ever report anything negative on an evaluation for him, that it would indicate a mistrust between the Executive Director and the Director of Finance that could not stand. He said that submitting such a review for him would result in the firing of either him or I, or both of us and asked, "You wouldn't want that, would you?"

To my knowledge, the following Board Meeting Addendum was composed just prior to the next October 2017 meeting, after all of this took place.

*The addendum to the Aug 22, 2017 meeting later read:*

[REDACTED]

Below are the emails between myself and Keith Cross regarding collection of the evaluation forms:

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**From:** Keith Cross <kcross@crossbennett.com>  
**Sent:** Thursday, October 5, 2017 9:34 AM  
**To:** Wendy Neal  
**Subject:** RE: Employee evaluations

Wendy Thanks for getting back to me. Ross and I are planning on meeting.

*\*Please note our new mailing address\**

Keith Cross, Esq.  
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**From:** Wendy Neal [mailto:WNeal@HopeAndHome.org]  
**Sent:** Wednesday, October 4, 2017 3:11 PM  
**To:** Keith Cross <kcross@crossbennett.com>  
**Subject:** Re: Employee evaluations

Hi Keith,  
I heard Ross reached out to you about these. Just wanted to let you know I'm aware, and was told to put the brakes on, which is why I did not end up collecting them.

Wendy

Sent from my iPhone

On Oct 3, 2017, at 11:47 AM, Keith Cross <[kcross@crossbennett.com](mailto:kcross@crossbennett.com)> wrote:

Hi Wendy I just want to follow up on the employee evaluations we discussed at the last board meeting. I think Roger came up with a form that the board approved. When you get a chance let me know what the status is. Thanks. Keith

Sent from my iPad

*\*Please note our new mailing address\**

Keith Cross, Esq.  
Cross & Bennett, LLC