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Meeting Minutes: Nov. 27, 2023

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| **Meeting Purpose:**  |
| Invitees/Attendees | Title/Role |  |
| Connie Callahan | Treasurer |   |
| ~~Bonnie Davis~~ | ~~Board Member~~ | Absent  |
| Andrea Coen | Board Member |  |
| Christy Doon | Board Member |   |
| Wendy Hall | Secretary |  |
| Caitlyn Fortner | Board Member |  |
| Rick Hamilton | Vice Chair |  |
| ~~Megan Leesley~~ | ~~Chair~~ | Absent |
| Moe Leneweaver | Board Member |  |
| Michael Robinson | Board Member |  |
| ~~Crissey Supples~~ | ~~Board Member~~ | Absent |
| ~~Elisia Parham~~ | ~~Board Member~~ | Absent |
| John Vandewalle | Board Member |   |
| Betsy Dittenber | Executive Director |  |

**Andrea Coen and Michael Robinson have officially joined the Board; this was their first meeting.**

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| Ref NBr | discussion |
| **1** | **Consent Agenda items*** Budget separated from the Consent Agenda for further discussion. The remaining Consent Agenda was approved unanimously.
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| **2** | **Chair Report (Rick in Megan’s absence)*** Welcome to our new board members.
* Member IDPs and Conflict of Interest/Confidentiality forms have to be signed and submitted each year. Please return all those forms by the January 4th meeting.
* It is requested that the full board review CCCF’s Bylaws for the Jan. 4th meeting to determine if revisions or updates are needed.
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| **3** | **Staff Report*** Flour Mill: Not everyone is familiar with the project. Betsy explained it is a new housing project in Salida, by private developers Rob & Sarah Gartzman (owners of Sweetie’s). They are asking the City for higher density, focus of this project is to provide workforce housing.
	+ It was noted that a previous discussion about housing and density issues, the CCCF board decided not to take a visible stance regarding the housing “crisis.” It is a hot-button issue and not one this board should publicly wade into.
* Jim Treat has committed to donating land for Places to Age. Betsy is advising the Places to Age leadership to put a Memorandum of Understanding in place with him. CCCF will hold the land until Places to Age is strongly funded because property taxes must be paid on the land until a building used for charitable purposes is in place.
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| **4** | **Committee Reports*** Finance Committee
	+ The Development Committee has requested purchase of donor-data software to better enable them to target asks. Betsy believes it might make sense to share the software with the EDC to save on costs. The board wants to be certain that CCCF donors and targets are partitioned so EDC does not know who they are or might be. Connie said the line item in the budget was approved.
	+ Regarding the 2024 budget, a question was asked by the ‘24 budget is lower than the ‘23 budget. Betsy explained as follows:
		- Amy was contracted for $1,000/mo in the Professional Fees category. But with three full-time staff members, they can take care of much of the documents that Amy did.
		- ChaffeeCOMMONS is being sunsetted, therefore saving costs on multiple Zoom licenses. Betsy noted that she had negotiated with BoardSpot to offer a heavily discounted rate for two years to those nonprofits who wish continue using it.
	+ The retirement match for Betsy is 3% for 2023, but will go to 5% in 2024.
	+ Connie stated that reporting on CCCF’s financials did not meet the stated policies, so the reports have been updated to better reflect the requirements.

 **Motion by Michael to approve the budget as presented, seconded by John. Budget approved** **unanimously.*** Nominating and Governance Committee
	+ Megan is stepping off the board in January, but will continue to serve on the Finance Committee. Bonnie is also stepping off the board due to commitments with other organizations. In line with CCCF’s Bylaws, there are slots for 3 to 4 additional members. With that said, it was decided to wait until after our strategic planning is completed so particular segments can be focused on for member recruitment.
	+ **The Board’s next meeting is Thurs., Jan. 4th in order to prepare for the Jan. 29th annual mtg.**
* Grants:
	+ With Bonnie leaving the Board, Anna has been taking the lead on managing the grants. The SDCEA funding for first responders was quickly awarded with overwhelming response. SDCEA has agreed to provide another $5K in funding for these grants after the first of the year.
* Strategic Planning: “Smart Goals” have gone out to committee chairs for their areas of focus. For the January meeting, each committee’s Smart Goals will be defined.
* Development: (Moe is the Board liaison since Syd Schnurr is the committee chair)
	+ Colorado Gives Day is next week. Betsy will be at KHEN for several hours interviewing various nonprofits. The committee is currently stuffing envelopes for the end-of-year appeal. As contributions come in, Betsy will pull out the appeals for those who donate so they don’t get a repeat ‘ask.’
	+ The committee is now working on all the Colorado Gives/Regional Champion messaging and details.
* Nonprofit Capacity: Christy said there are only two ppl on this committee, and she has been thinking that so much of “nonprofit capacity” relates to Grants; there is a lot of overlap. She will do a more thoughtful dive to flesh out redefined duties and goals, and but thinks it may make sense to merge the two committees. She will present her ideas at the next meeting.
	+ This is the committee that Andrea is most interested in, but asked if her Conflict of Interest would look bad or keep her from serving. It is agreed that in a small county like this, almost everyone is going to have conflicts and everyone simply recuses themselves as needed.
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| **5** | **OTHER*** Rick has been pondering if this board can be more effective and efficient. Discussion reveals that board members can do individual evaluations and review all committee descriptions to see if or where changes are needed. **Betsy has self evaluation forms that she can forward to Wendy/Rick to distribute for individual board member input.**
* The Exec Committee will meet on Tues. Dec. 19th, 3 pm for long-term planning of Exec Comm organization and responsibilities.
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Wlh 12.13.23  |