*Chaffee County Community Foundation*

 **Board Meeting**

**Jan. 7, 2019 ♦ 3:00 pm**

Participating Board Members:

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| --- | --- |
| Ed Cooper | Gordon Schieman |
| Wendy Hall | Syd Schnurr |
| Rick Hum | Cindy Williams |
| Lisa Martin |  |

 Michael Hannigan, Exec. Director

The Bylaws require a formal Annual Meeting. Also, the Board needs to determine terms for Board members and elect new members for an expanded Board. Jan. 28th is already on the calendar as our regular meeting so that will serve as our Annual Meeting and discussion about Board members and terms.

**Exec Dir Report**

* ~$20K in the bank for BV Singletrack Coalition
* $50K has been deposited in a Donor Advised Fund. Michael said the Board needs to write an Investment Policy for DAVs. Board needs to determine how funds will be managed and invested.
* Michael has several presentations scheduled:
	+ League of Women Voters on 1/14 at noon after their business meeting
	+ Workshop on Board Governance at the Watershed on 1/15
	+ Workshop on Fearless Fundraising at the Scout Hut on 1/22
	+ Same two workshops in Leadville on 1/21 and 3/5 as a collaborative effort with their foundation
* Grantwriting workshop (half-day) at the Scout Hut with Syd
* Grant application for CCCF has been submitted to Climax for $12K to underwrite workshops
* Chaffee County has budgeted $10K in their budget, which will cover the cost of Foundant. Leadville has decided not to share the software for privacy issues. Question if CCCF should go ahead with purchase. Michael says we need it to manage everything and not manually preparing spreadsheets.

MOTION: Made by Wendy, seconded by Syd, passed unanimously that CCCF purchase the software. The cost breakdown is $3,000/yr for the license, and $5,000 this first year for unlimited training.

* Climax/McMoRan grant portion designated for food assistance: After conversations with community leaders and research, Michael recommends $500 given for the Backpack Program through United Congregational in BV, Rebecca Poos; and $1,000 given to the First Presbyterian Food Bank in Salida.

MOTION: Made by Gordon, seconded by Ed, passed unanimously that the Climax $1500 for food assistance be distributed as recommended.

* Michael will be mentoring the BV Chamber Board as it goes through its reorganization.
* Chaffee Arts has asked for guidance with defining their Strategic Plan (Terri Stevens is Pres.). This group replaced Chaffee County Council on the Arts.
* Year-end accounting for CCCF was done as a donation (didn’t get who did it)
* Michael has met with about 40 nonprofits, response is mostly positive with very little pushback.
* PT Wood got approval for Salida’s grant funds to come to CCCF; managed for the 2% fee. Need discussion and development of criteria for granting funds. Also, who will develop the criteria? Currently, Salida government staff person does it but takes time away from other important duties. Michael noted that Town of BV is thinking about doing the same thing, using CCCF.
* Michael has talked with Jed Selby a number of times and Jed is considering CCCF as fiscal sponsor for his funds, if South Main decided to do the 1% donation on purchases like Eddyline does.
* Finally, Michael and Ed have discussed that it is critical that CCCF have a serious discussion about succession planning and Board training. With new members coming on Board, they can’t just learn as they go; a formal training session is needed.

Followup:

* Regarding DAVs, Rick said the Mesa Antero Water Association uses Edward Jones in Salida as its investment advisor; might be worth considering them. Also, investment in CDs for at least the short-term is a safe path.
* With regard to succession planning, Michael said the Board creates a list of “What If” questions, then determines response. Examples were: “What if Chair (or Exec Dir) is sick/injured but not disabled?” Who would serve as Interim Director and how long can “interim” last? Ed said particular focus should be put to succession planning to becoming Chair of the Board. Our Bylaws do not say that the Vice Chair moves up to Chair or any other guidance for succession.

**Fundraising:** Syd said Merrell and PJ want to have a party with a circle of their friends and associates, and the CCCF Board so they can meet us. These are the kinds of events that will push CCCF forward in obtaining ongoing funds. Syd emphasized that she and Michael need connections . . . try to set up coffee/lunch, etc. with the people each of us thought might be interested in the Foundation as donors.

**Website:** No one has heard from Jordan in a while. Michael said he has a long list of things, particularly some key updates needed for the website, but CCCF needs seem to have a lower priority with Michael DiLillo. Ed said he talks to Michael D frequently and will get this stuff going asap.

Rick created a good “talking points” document that can be merged/integrated with the FAQs and the FAQs need to be uploaded to the website.

**Regular / ongoing business**

Discussion: Cindy asked how we make certain CCCF is not trimming donations that would go to other groups. Michael says he emphasizes again and again that the Foundation doesn’t take the place of people donating to the organizations they like. He tells people: Do not change your giving in order to give to us. He says most people have a deeper capacity to give, it just has to be for causes that will make them dig deeper. A great example is if CCCF wants to create a Disaster Relief Fund that would be used for this area, the people we know who are affected. Even when people have said, “I just can’t give any more.” If there was a disaster affecting people they know, they are always willing to give more.

Discussion: It was stated that even though Michael has conversations with BV Trustees, Salida Council Members, and Commissioners, Board feels that he needs to give formal updates to each of these governing bodies so that it is in the formal record and people know that we are being as transparent as possible in informing the public and leaders.

Discussion: The Community Survey that was done: received ~700 responses; 690 live in the County. Rick asked what CCCF is going to do with this information. The information from the survey should be used as indicators in comparison with another survey done in 2 yrs.

Discussion: Lisa and Ed met to go over Advisory Team list. Need to match skill set of what is needed for each Committee with skill set of Adv Team individuals.

Discussion: Update on Envision – Cindy said the Action Teams will be re-convened 1 to 2 times this year to track progress and get updated information. Updates on other Envision projects: The Community Wildfire Planning group was funded. The Recreation-in-Balance group is working to be sure recreation is allowed but that the natural resources are protected. Working Hands / Helping Hands is working together with the ranchers as a component of the Community Conservation Exchange. Also, the County funded the “I need Housing” program that Becky Gray is implementing.

Cindy said Nestle is in the process of renewing their contracts with the County and will be looking for the best ways to give back to the community, but important to them is “reputation capital.” Belief is that Nestle sorely underfunded what they should have given back. Terry Scanga with Upper Arkansas Water Conservancy District is involved in the negotiations. Michael and Ed will get involved in these discussions.

Rick suggested that some funding be put in a fund named after Frank McMurry and the dollars granted in his name; would memorialize the McMurry/Nestle relationship.

Discussion: The Nominating Committee has met and will put forth several people to join the Board. Recommendation that there be Honorary Board members.

**NEXT MTG JAN. 28th. Most likely Ed’s house . . . .**

**Action Items**

1) Succession plan / Board training to be developed

2) CCCF needs Grants Committee to oversee grants for Towns, etc.

3) Michael DiLillo and website push **(Ed)**

4) Agreement to be signed by Advisory Team for term through 2019

5) Proposals written for ~~Chaffee County,~~ BV, Salida and Poncha **(Michael / Ed ????)**

6) Determine the specific initiatives CCCF wants to support in the short- and long-term

7) Method for recording In-Kind donations, like if printing is donated. - **Michael**

~~5) Vote on 16-mo budget~~ **~~– on-line?~~**

~~6) Ask K. Smoyer re: San Luis Valley/Sagauche Foundation~~ **~~– Rick~~**

8) Roundtable discussion with 10-15 top stakeholders/leaders/nonprofits about their needs and concerns - **(?? and when?)**

9) Discuss proprietary website platform with MDiLillo – **(Ed – was this done?)**

10) Identify non-supporters and determine what their concerns are via sit-down conversations with them.

11) Syd, Michael, Ed, Rick define talking points and funding requests **(Syd)**

12) Cindy to provide Syd list of everyone Envision is contacting for funding. **(Cindy – done?)**

~~10) Nominating Committee~~ **~~(Ed)~~**

13) Purchase and implementation of Foundant software – **in process (Michael)**

Ongoing

Fiscal Policy

Submitted by Wendy Hall 1/19/2019.

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# **Chaffee County Community Foundation**

# **Board Meeting Agenda**

## **January 7, 2019 ▪ 3 PM**

## [Rick Hum residence, Nathrop]

* Chair’s Report
* Executive Director’s Report
* Continuing Business:
* Fundraising Promotion – Sydney, Jordan, Michael
* Website completion, etc.
* Nominations for new Board Members
* Process/Procedures for discussions with other NPO’s (who have we talked with, who are the priority targets, who will take on which/when) – Rick
* Update on the Community Checkup – Rick
* Advisory Teams - enabling activities in coordination with the Board progress report – Lisa

 \*Education and Training

 \*Fundraising

 \*Community outreach, publicity, PR, reaching new stakeholders

 \*Long-range Planning

* Envision update – Cindy
* Nestle update – Cindy
* Board direction on “convening” community for discussion on critical topics, e.g. childcare, housing, etc.
1. Meeting and Event Reminders
2. Other Business
3. Adjourn

 ++ Next meeting January 28, 2019 3 PM ++

 ***Determine location.***