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**Board meeting at TBK Bank, BV**

Meeting Minutes: Aug. 22, 2022

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| **Meeting Purpose:**  |
| Invitees/Attendees | Title/Role |  |
| Paul Alexander | Vice Chair |  |
| Connie Callahan | Board Member |  |
| Bonnie Davis | Board Member |  |
| Wendy Hall | Board Member |  |
| Rick Hum | Treasurer |  ABSENT |
| Betsy Dittenber | Executive Director |  |
| Megan Leesley | Chair |  |
| Rachele Vierthaler | Board Member |  ABSENT |
| John Vandewalle | Board Member |  |

**Dustin Nichols, Regional Bank Manager for TBK, talked about CCCF’s account with TBK. CCCF was Dustin’s first Treasury Management customer, so he was able to familiarize himself with factoring invoices, etc. He said that TBK is a FinTech Banker, which is different from what High Country and the other local banks can do.**

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| Agenda Items DiscuSSION

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| Ref NBr | discussion |
| **1** | **Consent Agenda items*** Consent Agenda items were approved as presented.
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| **2** | **E.D. Updates*** New fiscal sponsee added: CCCF is now sponsoring Ark Valley Advocates for Dyslexia. Efforts are doing the close-out for Ark Valley Voice, as they have now moved under the Institute for Nonprofit News (INN).
* New PR/Communications assistance: Liz Ryan Sax is a strategic communications specialist, and has picked up helping Betsy with what Audrey had been doing. Betsy is very pleased with Liz’s capabilities and work product.
* Community Summit:
	+ Betsy has received at least two nominees in each category for the awards.
	+ Summit is now fully sponsored with more than $10,000 in underwriting dollars received.
	+ So far, 22 registrants; was targeting 75 individuals.
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| **3** | **Committee Reports*** Finance Committee did not meet.
* Nominating and Governance Committee: Final drafts of several policies were in the Board packet. Members asked to do final review so the policies can be put into effect.
	+ Elected Officials Policy – the pros and cons of having elected officials as members of the Board were discussed in depth at the last meeting, and this policy reflects the outcome of that discussion. Of significance is that elected officials have too much conflict of interest and the Chaffee Community is too small and somewhat ‘competitive among the municipalities to have only one jurisdiction represented. Also the popularity or unpopularity of an elected official might influence how other members of the public viewed the Foundation.
	+ Motion was made and seconded (Megan/Bonnie) to approve the Elected Officials Policy as written, and motion passed unanimously.
* Strategic Planning: There is now a Shared folder in the Board’s portal.
	+ CCCF needs to define who its strategic partners are for submitting a survey to them for their insights on CCCF’s activities in the community. Connie has expertise in this area, will join Paul and Betsy in leading this effort.
	+ Decision made that instead of one all-day session for strategic planning, different discussions will be spread over several months. Question for the Board is should the timeframe for the Plan be 3 years, 5 years? Need input.
* Development Committee:
	+ Dashboard with revenue by Donor and Amount was included with the Board packet.
	+ The Stewardship for October/November will be a video thank-you to donors (probably Betsy and/or Megan)/
* Donor event planned for October – Event was to be focused on housing and would include a tour of the Fading West facility. October is an overwhelmingly busy month for Becky Gray, who should be a speaker at the event, so it was decided to reschedule the housing event to next spring and instead focus the event on Childcare. Donors giving $2500 or more will be invited to the event. Wendy and Betsy to finalize the invitation list.
* Colorado Gives Champions: Goal is to have at least 12 individuals create their own pages and invite their friends and contacts to donate, with the intent of boosting contributions to CCCF’s Operating Fund and all the other nonprofits with more involvement by individuals with their friends.
* Grants Committee: New policy for grantees will be written re: nondiscrimination instructions for grantees and adding language that grantees can be 501(c)(4) and (c)(6) in addition to 501(c)(3) and still receiving funding when recommended.
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| **5** | **Board Education*** Chapter on Communication. What came to light during the Board discussion is that CCCF doesn't have an Emergency/Crisis Plan in place.
	+ Several local attorneys have expertise in this area, examples like Ken and/or Leslie Matthews, who have done this type of plan for other organizations.
	+ Also, Audrey started an outline. One issue to discuss is who can speak to the public or media in emergency situations.
	+ There are bullet points from the Communications chapter that can start the more extensive plan, and information from Janie Hayes’ Communications Plan written a couple of years ago should be incorporated.
	+ It was noted that a Strategic Plan is the foundation for all decisions for the Foundation.
	+ Getting feedback from constituents is also critical for this organization’s success, listening to what people tell us.
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Wlh 9.22.22; reviewed by  |