*Chaffee County Community Foundation*

**Sept. 24, 2018 ♦ 3:00 pm**

**Board of Directors Meeting**

Participating Board Members:

|  |  |
| --- | --- |
| Ed Cooper | Gordon Schieman |
| Wendy Hall | Sydney Schnurr |
| Rick Hum |  |
| Lisa Martin | Michael Hannigan, Exec. Director |

**News and Updates**

“Philanthropy 101” in Salida on the 17th will be at **the Scout Hut.** BV location on the 24th still being worked out.

Reminder about the strategic planning meeting at Ed’s on the 10th at 8:30 for b’fast and 9 am start.

I. Motion and vote to approve both sets of Minutes with revisions. [Everyone – I need your input in a couple of places highlighted in the Aug. 24th Minutes.]

II. Michael distributed a written Exec Director’s report. Items for action:

* Michael met with Bob Christiansen and Dan Short of Chaffee County. CCCF needs to submit a proposal for funding for approval by the Commissioners. He will ask for funding to purchase Foundant, funds for educational scholarships to CCCF training, and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Libby Fay will do CCCF’s payroll. Also, as BV Town Trustee, she suggested that CCCF ask Trustees for funding same as the County; should also ask Salida. Lisa recommended including Poncha in the request so they know they are included.

Other

* Gordon said he would like details on his reponsibilities as Treasurer.
* Syd reminded everyone that Board members are required to provide financial support to CCCF at the level of support that they can.
* Gordon said Advisory Team members need to formally accept and sign to their involvement on the Advisory Team, for their term through Dec. 2019. Also, a form agreeing to our policies. **NOTE:**  Board members have not signed the Confidentiality Agmt yet.
* Ed said that as the dust settles from an extremely busy summer, all of us have to guard against going into a slump: we must keep the momentum going.
* **Make sure all Advisory members are invited to both public meetings.**
* Ed has talked with Gary Buchanan. Gary is willing to do what needs to be done to get the word out. Also said the Radio wants to help, but it will be in the form of PSAs. Gary knows Lisa, likes her. Syd says then Lisa should be the primary contact with Gary and getting him the information he needs.
* Wendell is using a training model that the State uses, will be pushing that out as part of EDC’s efforts. Stephanie Amend is also working on some things regarding having better Small Business Administration staffing in Chaffee County.

**Old Business**

Discussion: Website: The photos and content have been submitted for the website; would like to have it live by Oct. 1st. Donor page to be ready by Nov. 1st. The two public events will be set up on Facebook. The Salida event is already on Facebook and 50 people have “Liked.”

Action: As soon as location for BV event is finalized, it will also be posted on Facebook.

Discussion: Funding from Gates: The other two requests from Envision were funded. CCCF has not been notified, but not hearing from them is a red flag that we were not funded this cycle.

Action: May have been too closely tied to Envision and should have separated our request more clearly. Will get input from them when we can and resubmit or may be considered in a different cycle and perhaps less dollar amount.

Discussion: Michael needs vote on the three Fiscal Policies so he can get our Fiscal Sponsorship with BV Singletrack Coalition set up.

Action: Vote taken, three policy documents approved.

**New Business**

Discussion: Jordan is such a powerhouse, will she be considered for the part-time position with CCCF?

Action: Jordan was listed on Gates’ grant application. It seems to fit well with Jordan since she only wants a part-time position in BV; already has other commitments.

Discussion: With the Gates application in mind, CCCF has to define which initiatives it wants to support. There are so many as it relates to childcare, senior care, etc.

Action: The initiatives will become more clear through the Strategic Planning process. Michael noted that a Strategic Plan is always evolving, reviewed perhaps revised frequently.

Discussion: Rick and Ed want instruction about how to connect to and with other nonprofits; how to initiate the conversations. Particular nonprofits to connect with: Trout Unlimited, Watershed, Guidestone, KHEN, FYI through Human Services, the Housing Trust.

Syd said Ruthann with Boys & Girls Club was very guarded at the beginning,b ut she is now excited about CCCF. Ruthann wants to get “Best Practices” guidance out to all the nonprofits.

Action: Always critical to state that “your organization will keep your existing donors; CCCF will grow the pie.“

Discussion: What about inviting the Exec Directors of every nonprofit to the public meetings? Can Jordan send an e-vite to them?

Action: [was / will this be done??] In addition, launching the training and Brown Bag sessions will improve CCCF’s visibility.

Discussion: Rick said the Community Checkup Survey has been finalized, 28 questions and is about ready to go out. He is asking that CCCF get the little business cards with the CCCF logo on one side and the URL site on the other printed so they can be handed out.

Action: Michael can handle getting these ordered. Will get 2,000 printed.

Discussion: Is Asana ready set up to be implemented yet?

Action: Jordan is working on training for the Board.

**Action Items**

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

2) Proposals written for Chaffee County, BV, Salida and Poncha

3) Info/verbiage to Gary Buchanan for PSAs re: public meetings - **(Lisa)**

4) Determine the specific initiatives CCCF wants to support in the short- and long-term – **Strategic Planning**

5) Community Checkup survey business cards (2,000) printed with CCCF logo on back - **Michael**

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

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

8) Discuss proprietary website platform with MDiLillo – **(Ed)**

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

10) Michael to do presentation for Humanists **(Gordon to coordinate)**; What about LWV – **Michael?**

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?)**

~~12) Terms for Advisory Board members – need to discuss/determine~~

13) Nominating Committee **(Ed)**

14) Purchase and implementation of Foundant software

Ongoing

Fiscal Policy

Which Board members to end terms at end of 2018 – can be re-elected?

**Monthly Board meetings the 4th Monday of each month @ 3 PM.**

**Next meeting is Mon. Oct. 22nd at 3 PM. Location:**

Submitted by Wendy Hall 10/02/2018. Reviewed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_