**Executive Committee meeting via Zoom**

Meeting Agenda-Minutes: Oct. 26, 2020

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| **Meeting Purpose:**  |
| Invitees/Attendees | Title/Role |  |
| Paul Alexander | Board Member |  |
| Jordan Brown | Board Member |  |
| Ed Cooper | Chair |  |
| Joseph Teipel | Executive Director |  |
| Wendy Hall | Secretary |  |
| Rick Hum | Vice Chair |  |
| Megan Leesley | Board Member |  |
| Casey Martin | Board Member |  |
| Dustin Nichols | 2nd Vice Chair |  |
| Kayce Penrod | Board Member |  |
| Gordon Schieman | Board Member |  |
| Rachele Vierthaler | Board Member |  |
| **Guests:** | Laurel Biedermann, Administrative Coordinator |
|  | Becky Gray, Chaffee Housing Authority |

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| Agenda Items and Meeting Minutes

| **Ref** | **Agenda Item** | **Facilitators** | **Time** |
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| **1** | **Consent Agenda:*** **Adoption / Changes to Agenda**
* **Introduction of new staff member**
* **Presentation by Becky Gray**
 | Ed and guests | 50 min |
| ***2*** | **ED Update*** **Housing projects**
* **Administrative coordinator**
* **Financials**
* **Youth Enrichment Program**
 | Joseph | 15 min |
| **3** | **Finance Committee*** **PTO Policy**
* **Gift Acceptance Policy**
 | Megan |  10 min |
| **4** | **Development Committee*** **GiveFromHome social media and email blasts**
* **Colorado Gives Day**
 | Jordan | 10 min |
| **6** | **Other Business** **Next Meeting: 11/30/20 ▪ 03:00 - 05:00 p.m. (no Exec mtg after full Board mtg)** |  |  |

DiscuSSION

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| Ref NBr | discussion |
| 1 | Consent Agenda-Minutes* All documents approved.

B. Gray presentation on state of housing* Questions from presentation that would be helpful to us:

\* What is the percentage of dual-income housing? \* Do consultants from Comp Plan have any GIS mapping that we could use? |
| 2 | Executive Director Report* **Housing projects**
	+ Becky covered the housing projects in her discussion. Some members have questioned what should CCCF’s role be in housing with so many other agencies involved, and so much else on our plate? Our Mission states we are a catalyst and work to build thriving communities. Without CCCF at the table, the 3rd & Hwy 291 project might never happen. It is our ability to bring deeper philanthropy and catalyze partnerships.
	+ Early concern is that the we are biting off too much. Our role is bringing dollars to the table.
* **Laurel**
	+ Joseph selected Laurel because of her wide breadth of experience and skills; believes she can be the glue that holds all of the parts together. Her work priorities for November are managing the CRF grants, including the Small Business Grants, and work on Chaffee COMMONS.
* **Financials**
	+ Operating fund balance is approx. $150K**.**
	+ Since its inception, CCCF has brought in just over $1,000,000 with over 800 donors, just over half of which are one-time donors.
	+ Suggest highlighting one or two really interesting donations, something that would be an item of interest to the Board and maintain enthusiasm regarding fundraising & development.
* **Youth Enrichment Program**
	+ Andrea Carlstrom, Brian Beaulieu and other members of the CCCF Youth Initiative had a Zoom meeting last. From discussion, B&G Club is now open for 30 slots in Salida for students from a list provided by Salida Schools.
	+ First Presbyterian Church has said they can take 20 youth if necessary. Joseph says there is now movement being made without him.
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| 3 | Finance Committee* **PTO Policy**
	+ Kayce and Megan reviewed the policy providing their perspectives and expertise.
* **Gift Acceptance Policy**
	+ They can get sample policies from similar foundations. They will synthesize the information and keep working on a policy for CCCF.
* Note that the 2018 From 990 is now posted on the CCCF Transparency page.
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| 4 | Development Committee * **GiveFromHome**
	+ All invitations mailed by week of Oct. 16. Will begin pushing out email blasts and Board videos.
	+ So far, + 10 donations have come in with the return envelope; may be several more on-line donations that we just are not sure if response to the mailing.
* **Colorado Gives Day – CCCF is Regional Champion**
	+ Regional Champion means we are a landing site for all Chaffee nonprofits instead of people having to search the huge ColoradoGivesDay site.
	+ Should run a newspaper ad, was done last year.
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Action items

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| Ref NBr | Action | Person Responsible |
| 1 | Questions from B. Gray presentation  | Ed |
| 4 | Newspaper ad re: ColoradoGivesDay | Joseph |
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WLH 11-21-20; reviewed by EdC&RH 12-2020