

Chaffee County Community Foundation

Full Board meeting (in person) 06-28-2021

Ed Cooper residence

Board meeting

MEETING AGENDA-MINUTES: JUNE 28, 2021

Meeting Purpose:		
Invitees/Attendees	Title/Role	
Paul Alexander	Board Member	Absent
Merrell Bergin	Treasurer	Via phone
Laurel Biedermann	Administrative Coordinator	Via phone
Ed Cooper	Chair	
Bonnie Davis	Board Member	Via phone
Katie Davis	Board Member	
Wendy Hall	Secretary	
Rick Hum	Vice Chair	
Megan Leesley	Board Member	
Dustin Nichols	2nd Vice Chair	Absent
Aaron Oglesby	Board member	
Rachele Vierthaler	Board Member	Absent
Joseph Teipel	Executive Director	

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AGENDA ITEMS AND MEETING MINUTES

Ref	Agenda Item	Facilitators	Time
1	General <ul style="list-style-type: none"> • Board recognition event • Nominating & Governance Committee Report • Board member financial commitments 	All	60 min
2	ED Update <ul style="list-style-type: none"> • Jane's Place • BlueTriton update • VIACHaffee • Budget Amendment – motion to approve and vote 	Joseph	35 min
3	Other <ul style="list-style-type: none"> • Finance Committee • Potential board members, Rosa and John 		10 min
Next Board Meeting: 07/26/21 - 04:00 - 06:00 p.m.			

DISCUSSION

REF NBR	DISCUSSION
1	<ul style="list-style-type: none"> • Board recognition event – Items from The Maverick Potter will go to Founders and past board members. Hutchinson Ranch has offered their ranch for something we'd like to do; people may be interested in seeing that property. Aim for the August board meeting date for that event; will push Potter to have items completed by then. • Nominating and Governance Committee – With the necessity of adding board members, Rick has been working with the group to update the process for end-of-term board members and adding new people. Katie provided several samples of how other boards do the process. CCCF needs a formalized process in place. <ul style="list-style-type: none"> ○ As a board is nearing the end of term, member(s) of the committee will have a conversation with the member about his/her wishes to continue or not. If the member wishes to continue, they will be asked the length of term extension they would like and what type of leadership role they would be interested in. The Nominating Committee will discuss the member's contributions and desires, and then invite them to continue or thank them for their service. <ul style="list-style-type: none"> ▪ A formal exit interview is suggested, with notes and/or conversation recorded. Departing members may have insights on things that can be done better, etc. Katie will forward Exit Interview questions to Rick. ○ For nominating new board members, the committee may use a Skills & Experience Inventory. Rick has one and will distribute to current board members to fill out. Use of the Skills & Experience Inventory will allow for CCCF to target adding individuals to fill a specific gap in needed skills on the board (legal, accounting, medical, etc.). <ul style="list-style-type: none"> ▪ When a specific skill is needed, the committee will focus on recruiting individuals with that experience. Process details 2-3 committee members meeting with those individuals, with no

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	<p>intent of a decision on either side. The process will go forward from them, with nominated and vetted candidates being recommended to the full Board.</p> <ul style="list-style-type: none">▪ Suggested that prospective members be asked what committees they might be interested in.▪ Strongly recommended that all new board members have a mentor assigned to them, so they are linked for all questions, guidance, clarifications, etc. <ul style="list-style-type: none">• Board member financial commitments – CCCF currently follows policy governance. With the evolving governance model articles distributed by Katie, this can be part of the formative conversation at the July meeting.
2	<p>Executive Director Report</p> <ul style="list-style-type: none">• Jane's Place<ul style="list-style-type: none">○ Closing is 9 am on Wed. Ron Ferris will do an Owner Carry at zero interest on the financing gap needed to close. Joseph will finalize this with Ron after this meeting. Owner-carry loan has to be paid back by the end of the year.<ul style="list-style-type: none">▫ The other alternative is the internal loan, transferring dollars between two funds. Merrell said that moving dollars in the CSuite software shows the revenue in the fund as a "grant."▫ Megan says it can be done but there would need to be transparency and a clear net effect.▫ Joseph asked that with the extremely tight deadline, the Board give him format direction and approval for proceeding.▫ Motion that Board approve the Owner-Carry Loan with Ron Ferris as described, with approval for backup plan of internal loan if necessary. Megan made motion, with Rick seconding. Unanimous approval as stated.○ <u>Next steps:</u><ul style="list-style-type: none">▫ B.Grether will be working with engineers to flesh out plans and the development agreement. Targeting mid-August to submit for permits.▫ Housing Authority will pursue the lender and contractor.▫ Joseph will submit funding requests to McMoRan, Boettcher, other granting organizations. In off-line conversations, City staff have encouraged him to make a substantial "ask" around \$350K; they have funds from the American Relief Plan earmarked for affordable housing. Joseph noted the Housing Authority will do a separate ask to the city.○ <u>Employer contributions:</u> After proposal was discussed with HRRMC, Becky and Joseph are reworking the employer contracts. Feedback from HRRMC staff was the impetus for the rework.○ The CIT will be doing an initial report for municipal leaders and other stakeholder, not the general public.• BlueTriton<ul style="list-style-type: none">○ The Gift Acceptance ad hoc group went through the Gift Acceptance Policy and matrix; the discussion points and matrix scoring was distributed as part of the board packet. Noted that BlueTriton made the same offer as ours to Envision, \$50,000 to CCEDC, and presume other groups like Trout Unlimited they have supported in the past.○ <u>All</u> discussion and commentary related to BlueTriton must remain confidential until their permit extension is decided by the Commissioners. Then CCCF will create talking points, make a public announcement about BT's endowment, and board members will present a unified position.• VIACHaffee<ul style="list-style-type: none">○ Now fourteen groups enrolled with VIACHaffee, in need of volunteers. Laurel does almost 100% of the onboarding and interaction related to VIACHaffee.• Budget Amendment (previously distributed)

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	<ul style="list-style-type: none">○ Joseph needs the revised budget to be approved in order to proceed with hiring for the CES staff member.○ Motion made by Bonnie, seconded by Merrell to approve the Amended Budget as presented. Vote to approve was unanimous.
3	<ul style="list-style-type: none">● Finance Committee – Committee is pushing to vet and interview to put an investment adviser in place. Merrell noted that Megan has a good connection she suggested, and Foundant also gave us a recommendation.● Update on prospective board candidates Rosa and John. Rosa has joined the Sangre de Cristo community grants review committee to familiarize herself with some of the CCCF activities and other individuals involved with that effort. John has now fully relocated here and has invited any/all members of the board to his home to meet him. Ed is somewhat worried that another organization will get him on-board before us and we might lose the opportunity to get him on our board; John has been involved in the community a long time, knows people here, and can fill-in the gap of reaching the medical community. Ed will fill out the Skills Assessment form on John, then the process can continue.

wlh 07-05-21; reviewed by _____