



BOARD OF DIRECTORS

FOUNDATION MEETING

Monday, November 10, 2014

**HPLD Administration and Support Services Building
2650 W 29th Street, Greeley, CO 80631**

1.0 OPENING OF MEETING

1.1. Roll Call

Present: Lucile Arnusch, Chairman; Karen Rademacher, Vice-Chairman; Jaci Maslowe, Secretary/Treasurer; Stan Sameshima

Excused: Brian Larson

Staff: Janine Reid, Rochelle Mitchell-Miller, Elena Rosenfeld, Andrew Romero, Cindy Osborne, David Turner (recorder)

Other: Joyce Acre (Ft. Lupton); Nancy Romero, Diana Stanley (Greeley)

1.2. Approval of Agenda

The agenda was approved as presented.

1.3. Approval of Minutes (Attachment A)

Foundation Meeting September 15, 2014

The minutes were approved as presented.

2.0 REPORTS

2.1 September & October Financials

Romero reported that the Taste of Art 2014 figures have been reconciled and closed out, Rochelle would give a detailed report later in the meeting. Revenue was \$9,812 and Expenses were \$2,346. Proceeds from TOA are designated in 2014 for children's literacy projects.

Romero reported that although he had reconciled figures for Links for Literacy, there were still outstanding and pending items that did not allow for final reporting. He expected a full report would be available in December. Overall feedback for the event was positive, next year we may want to conduct exit polls/follow up to find out how we can better serve participants.

Funds still exist in the Foundation budget that are designated for the Riverside Library project. Possible areas of application are the children's playground, additional display cases. One museum case will be purchased with a designated gift from a donor.

2.2 Directors September Summary (Attachment B)

There was no discussion of the September report.

3.0 ITEMS FOR INFORMATION/ACTION

3.1. Taste of Art statistics

A three year comparison with two-year side-by-side comparison was presented by Miller on Taste of Art. Although final figures for expenses and revenues are in accordance with our quick books records, she does believe that not all expenses were recorded in these categories and some were allocated to the Centennial Park Library regular budget. Miller also presented

estimates of indirect expenses, such as salaries and printing. To better track how much it costs the foundation to raise these funds, in future years a tracking system will be in place to record these expenses. It is also recommended that we do not share in the cost of art purchases and these be direct transactions between artist and buyer as the foundation needs to properly track Market Cost (share) and donation in order to account for these funds.

3.2. Links for Literacy summary

See agenda item 2.1.

3.3. Governance

- 3.3.1.1. Board Composition & Nominating process (action)
Board Composition Survey 2014. Miller presented data showing areas of strengths and weakness in board composition. She recommended the board use this information to make informed decisions during the recruitment process. Maslowe, Sameshima and Arnusch volunteered to make up the Nominating committee. Miller will send applications that are pending to the Nominating committee for further review. Committee members will bring their recommendations to the December meeting. The board discussed current bylaws stating that all Trustees need serve on the Foundation board and the possibility of changing the bylaws to reflect three members serving on the Foundation board and having the remaining member composition be comprised of non-Trustees.
- 3.3.1.2. Memorandum of Understanding between HPLD and HPLD Foundation (action)
Motion: Karen Rademacher moved to approve the MOU between the High Plains Library District and the High Plains Library District Foundation.
Second: Jaci Maslowe
Discussion: none
Vote: The motion passed 4-0
- 3.3.1.3. Staff Liaison Policy (action)
Motion: Jaci Maslowe moved to approve and adopt the Staff Liaison Policy.
Second: Karen Rademacher
Discussion: None
Vote: The motion passed 4-0
- 3.3.1.4. 2015 Governing Board Meeting Schedule
The Governing Board meeting schedule was approved as presented.

Comments/Announcements: Janine Reid requested that Rochelle Mitchell-Miller's Review to be added to the December meeting agenda.

4.0 ADJOURNMENT