



**High Plains Library District Friends & Foundation
Board of Directors
DRAFT Regular Session
August 7th, 2023
LINC
501 8th Ave.
Greeley, CO 80631 4:00pm**

Please join my meeting from your computer, tablet or smartphone.
<https://meet.goto.com/842411693>

1. OPENING OF MEETING

Meeting Opened: 4:04PM

1.1. Roll Call and Pledge of Allegiance

Present: Kelley Carmichael Casey

Present via voice conference: Teresa Curtis, Gerri Holton, Julie Forland, Annie Epperson, Mandy Schnirel, Matthew Starr

Staff present: Foundation Director Niamh Mercer, Finance Manager Natalie Wertz, Development Coordinator Christina Hardman

Staff Present via voice conference: HPLD Executive Director Matthew Hortt, Friends & Foundation Associate Sorrel Sudtelgte

Guest: Alanna Moses, CPA Anderson & Whitney

1.1. Approval of Agenda (Action)

Motion: Vice Chair Holton moved to approve the agenda as presented.

Second: Secretary/Treasurer Forland

Vote: Unanimously approved 7;0

1.2. Approval of May 8, 2023 Minutes (Action)

Motion: Director Starr moved to approve minutes as presented.

Second: Director Carmichael Casey

Vote: Unanimously approved 7;0

1.3. Public Comment

No public comment.

2. ITEMS FOR ACTION/INFORMATION

2.1. **Board of Directors Icebreaker (Information)**

The Board of Directors shared which book they would pick if they only could read only one for an entire year.

2.2. Board Designated Fund Report (Information)

Foundation Director Niamh Mercer presented the Board Designated Fund Report forms from the designees.

2.3. Approval of 2022 HPLD Friends & Foundation Audit and 990 (Action)

Alanna Moses, CPA Anderson & Whitney presented the Audit to the Board.

Motion: Secretary/Treasurer Forland moved to approve the Audit and 990.

Second: Director Starr

Vote: Unanimously approved 7;0

2.4. Approval of 2022 Annual Report (Action)

Foundation Director Mercer presented the Annual Report to the Board.

Motion: Director Carmichael Casey moved to approve the Annual Report.

Second: Director Schnirel

Vote: Unanimously approved 7;0

3. FINANCE REPORT Natalie Wertz, Finance Manager

Finance Manager Natalie Wertz provided an updated Foundation Finance Report to the Board.

4. FOUNDATION REPORT Niamh Mercer, Foundation Director

4.1. Fundraising Updates

Foundation Director Mercer provided a fundraising update for the Board and encouraged the Board Members to consider sponsoring a table at the Innovation Luncheon.

Director Carmichael Casey asked about the prices for sponsoring a table at the Innovation Luncheon and Mercer shared the lowest levels and said she will send the Innovation Luncheon webpage to the Board Members.

Foundation Director Mercer shared the generous donation from PDC of \$14,000 designated to YES!Fest. She also shared Friends & Foundation Associate Sorrel Sudtelgte received the OtterCares Foundation NOCO Fund grant for \$500 designated to YES!Fest.

4.2. Volunteer Updates

Foundation Director Mercer shared the pause on teen volunteer opportunities at Erie Community Library with exclusion to the Art Show due to their seeking a new teen librarian. Adult volunteer opportunities at Erie Community Library will continue.

Chair Curtis asked if the HPLD Friends and Foundation only manages the volunteers for the Foundation or for the entire High Plains Library District. Mercer shared that as of 2022, Friends and Foundation manages the volunteers for the entire District. HPLDF&F doesn't manage volunteers for the member libraries, only the branches, the Foundation, and any administrative departments who may need a volunteer.

4.3. Event Updates

Mercer provided the Board with an update about the Friends Appreciation event, An Afternoon with Friends, that took place on July 22nd, 2023.

5. BOARD COMMENTS

Vice Chair Holton thanked the staff and that YES!Fest has gained momentum and has a vital place in our library services.

Secretary/Treasurer Forland thanked Development Coordinator Christina for her work on the 2022 Annual Report.

Director Carmichael Casey stated she is impressed with how much the staff has accomplished.

Director Starr stated he is impressed by the progress of the 2022 Annual Report and that he has noticed the growth and improvement of the report over his time serving on the Board.

Director Epperson thanked all professionals involved with the appreciation lunch and activity. She enjoyed the careful and thoughtful programming and tasty lunch.

Director Schnirel stated she was impressed with the recent donations received as it is an especially difficult time in this current economic climate. She stated that the Annual Report will be a fantastic resource for when people are thinking about where to donate their dollars. They will be able to visualize where it will go and what the impact will be.

Chair Curtis stated she was particularly impressed with the back pages of the Annual Report where it lists the contributions of both our donors and volunteers.

6. ADJOURNMENT

Motion: Director Epperson moved to adjourn the meeting.

Second: Secretary/Treasurer Forland

Vote: Unanimously approved 7;0

Meeting Closed: 4:45PM