



**High Plains Library District Friends & Foundation Board of Directors**

**Regular Session**

**May 6, 2024**

**District Support Services**

**2650 W 29th Street, Greeley, CO 80631**

**5:00pm**

**1. OPENING OF MEETING**

**Meeting Opened At: 5:00 pm**

**1.1. Roll Call and Pledge of Allegiance**

Present via voice conference: Chair Teresa Nuñez, Vice-Chair Deana Lemos-Garcia, Secretary/Treasurer Julie Forland, Director Kelley Carmichael-Casey, Director Mandy Schnirel

Absent: Director Matthew Starr, Director Annie Epperson

Staff present: Foundation Director Niamh Mercer, Development Coordinator Christina Hardman, Friends & Foundation Associate Lauren Vanderlinden, Executive Director Matthew Hortt, Finance Manager Natalie Wertz

**1.2. Approval of Agenda (Action)**

**Motion:** Director Carmichael-Casey moved to approve the agenda as presented.

**Second:** Director Schnirel

**Vote:** Unanimously approved 5;0

**1.3. Approval of January 29, 2024 Minutes (Action)**

**Motion:** Vice-Chair Lemos-Garcia motioned to approve the January 29, 2024 minutes as presented.

**Second:** Director Forland

**Vote:** Unanimously approved 5;0

**1.4. Public Comment**

No public comment.

## **2. ITEMS FOR ACTION/INFORMATION**

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

The Board each shared one area of growth and one of strength for the Friends & Foundation.

### **2.2. Introduction of Friends & Foundation Associate, Lauren Vanderlinden (Information)**

Foundation Director Niamh Mercer introduced the new Friends & Foundation Associate, Lauren Vanderlinden.

### **2.3. Audit Representation Letter (Information)**

Finance Manager Natalie Wertz shared information about the Foundation's audit representation with the Board.

### **2.4. Bylaws Revisions (Action)**

**Motion:** Director Carmichael-Casey moved to approve the Bylaws Revisions as presented.

**Second:** Director Schnirel

**Vote:** Unanimously approved 5;0

Vice-Chair Lemos-Garcia departed the meeting after the vote concluded at 5:10 PM.

## **3. FINANCE REPORT Natalie Wertz-Finance Manager**

Finance Manager Natalie Wertz delivered her Finance Report.

## **4. FOUNDATION REPORT Niamh Mercer-Foundation Director**

Foundation Director Niamh Mercer delivered her Foundation Report.

## **5. BOARD COMMENTS**

Chair Nuñez appreciated the efficient meeting this evening.

Director Forland had no comment.

Director Carmichael-Casey expressed astonishment at the amount of fundraising that such a small team is able to accomplish on a regular basis, especially in-kind support.

Director Schnirel had no comment.

## **6. ADJOURNMENT**

**Motion:** Director Forland moved to adjourn the meeting.

**Second:** Director Carmichael-Casey

**Vote:** Unanimously approved 4;0

**Meeting Closed: 5:22 PM**