



BOARD OF DIRECTORS

FOUNDATION MEETING

Monday, April 24, 2017

2:30 pm

**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; Joe Slobojen, Vice-Chairman; Kay Broderius; Jaci Maslowe; Kathy Oliver; Stan Sameshima

Excused: Brian Larson

Staff: Janine Reid, Gail Craig, Rochelle Mitchell-Miller, Abby Yeagle,

Other: George Conger (Greeley), John Damsma (Firestone), Bob Grand (Keenesburg), Mary Heberlee (Pierce), Diane Stanley (Greeley)

The Chairman added 4.4 Appoint a replacement for Director Jaci Maslowe under Items for Information and Action. The agenda was approved as amended.

1.3. Approval of Minutes

The agenda was approved as presented.

2.0 FINANCIAL REPORT

2.1. Statement of Financial Position

Wertz presented information on the financial report stating there have been good gains in investments. We are slightly under budget on grants for this first quarter but are expecting some results soon. There are no significant expenditures in this quarter other than payroll expenses. Alan Holmberg presented Wertz and Mitchell-Miller with a draft of the annual financials for the Foundation and everything looked good. The 990 will be available for review at the next Executive Committee meeting in May.

2.2. Budget to date vs. Actual

This agenda item was covered in 2.1.

3.0 DIRECTOR'S REPORT

3.1 Tech Donations

The yearly technology donation to non-profits included 114 all-in-one computers, 10 laptops, and 7 cash registers. This giveaway is done as equipment becomes available and registration is on our website under the

Foundation section for any group that might be interested in receiving a donation. The process involves vetting the non-profits for good standing and items are distributed on a first come-first serve basis.

3.2 Links for Literacy

This fundraiser will take place September 15th at Eaton County Club. We are still looking for 6 of the larger sponsorships by the deadline of June 15th. The tournament has grown yearly and we now have all the teams possible.

3.3 Writer in Residence

Chris Muscato was chosen as the 2017 Writer in Residence last week. He came to Greeley as an undergraduate and is now a contract writer for Study.com and an adjunct professor in History at UNC. Writers in Residence sign an MOU with the District which commits them to some programming to encourage other writers, providing information for social media and other interactions with HPLD staff, and, most importantly, making progress on a manuscript of their own. At the end of each year, Mitchell-Miller presents a summary of the writer's contributions.

3.4 Summer Reading support

The Foundation is directed by the Foundation board to support the Summer Reading Adventure program. This year the support will be supplied by 4 VISTA summer associates serving in each of the branch libraries starting on June 10th. They will be in the District for 10 40-hour weeks at a cost to the District of a \$600 administration fee each.

In addition to the VISTA volunteers, the Foundation has secured \$6000 in corporate sponsorships which will be used for summer reading incentives. Mitchell-Miller thanked Jaci Maslowe for her assistance in attaining these sponsorships.

3.5 Signature Author event

A signature author event is being planned for October 22nd. Details have not been finalized but the Community Relations and Marketing department will be taking the lead and the Foundation will be present at the event.

3.6 Art Donation update

The *Cinderella* art donation we obtained from a generous donor is now hanging in Farr. It is an interesting piece found in a junk store in Germany during WWII.

4.0 ITEMS FOR INFORMATION/ACTION

4.1 Staff Liaison Program

For some years, the Foundation has had a staff liaison program that was established to integrate information from the Foundation throughout the District. After reviewing the efficacy of the group, it has been discontinued and Mitchell-Miller asked for suggestions from the Directors for how to proceed.

Suggestions/discussion:

- Have an open-door policy – allow staff to choose the times to be part of the meeting based on what is happening in their library. Managers could encourage them.
- Staff could use the requirement to give the Directors a report as part of receiving funds from the Foundation as a chance to keep the Directors informed. Mitchell-Miller would like to have the 1000 Books Before Kindergarten team come and report in July.
- As an extension of that, it was suggested that the Foundation Directors get out and into the buildings to get to know the librarians.
- To the suggestion that a librarian from each library come to each meeting to update the Directors, a concern was expressed that it might be better to let them choose the best time rather than be scheduled into the meetings.
- There was a concern that if they are given a choice, some might chose not to come at all.

Mitchell-Miller will meet with the branch managers to share this input and discuss the best way to move forward.

4.2. Onboarding process for new Foundation Board Members

Stan Sameshima will continue as a Foundation Director so four of the incoming Trustees will be needed to serve on the Foundation Board. The establishing entities have until June 7th to ratify recommended candidates. Orientation for the Foundation responsibilities and duties will occur as the Foundation is a separate entity and they will need information on fund raising, distribution of funds, and investment goals. A key piece of information about the Foundation is that it has been established for and has a responsibility to the HPLD branch libraries only.

4.3. Requests for Support

There are none.

4.4. Replacement for Jaci Maslowe as Secretary/Treasurer

Annusch explained that the Foundation needs a Secretary/Treasurer to serve from now through December as Jaci Maslowe will be leaving. Kay Broderius volunteered to replace Jaci at that position until December 31st. New officers will be determined at that time.

5.0 ADJOURNMENT 3:40 pm



HPLD Foundation Secretary/Treasurer
Kay Broderius



Recording Secretary
Gail Craig