



**HPLD FOUNDATION**  
**REGULAR SESSION**  
**November 4<sup>th</sup>, 2019**  
**Erie Public Library**  
**400 Powers St, Erie, CO 80516**  
**4:00 PM**

**1.0 OPENING OF MEETING**

Meeting called to order at 4:14PM

**1.1 Roll Call**

Present: Chair John Damsma, Vice Chair Gerri Holton, Secretary/Treasurer Bob Grand, Director Joyce Smock, Director Mary Roberts, Director Alan Lott

Absent: None

Staff: Foundation Director Abby Yeagle, Executive Director Matthew Hott, Finance Manager Natalie Wertz, Development Associate Niamh Mercer, VISTA Christian Welch, Executive Assistant Kathy Webb, Patron Experience Specialist Tony Brewer

Guests: Legal Counsel Bill Garcia, Legal Counsel Donovan Gibbons, Mary Heberlee, Ken Poncelow

**1.2 Pledge of Allegiance**

**1.3 Approval of Agenda (Action)**

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

Second: Director Smock

Vote: Unanimously approved 6;0

**1.4 Approval of Minutes (Action)**

A. August 19, 2019

Motion: Director Roberts moved to approve the August 19, 2019 minutes as presented.

Second: Director Smock

Vote: Unanimously approved 6;0

**1.5 Public Comment**

No public comment

**2.0 ITEMS FOR ACTION / INFORMATION**

**2.1 Nomination of New Board Members (Action)**

Director Yeagle reviewed the application, interview, and nomination process with the Board. The Nomination Committee nominated four candidates, Mark Moody, Lindsay Porter, Andrea Kaumann and Caleb Jackson.

The Board discussed the diversity of candidates and where they are located throughout the state. The Board stated that many candidates are from Greeley and

that they would like to see candidates from throughout the county. The Board noted that in time, the Foundation would have representatives from across the county.

Motion: Director Roberts moved to accept Mark Moody, Lindsay Porter, Andrea Kaumann and Caleb Jackson to the Foundation Board of Directors.

Second: Secretary/Treasurer Grand

Vote: Unanimously approved 6;0

Director Yeagle informed the Board that the new members will be onboarded in early 2020.

**2.2 Bylaws Revision (Action)**

Director Yeagle reviewed the Board communication, found within the HPLD Foundation Regular Session 11/4/19 Board Packet.

Legal Counsel Garcia noted his approval of the following revision to Section 6. Voting Procedures, of the Foundation Bylaws.

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

Second: Director Lott

Vote: Unanimously approved 6;0

Director Yeagle noted Chair Damsma's concern regarding the possibility of future Board members residing outside of the District.

The Board discussed the positive and negative effects of selecting Board members who reside out side of the District.

Motion: Secretary/Treasurer Grand moved to amend the Foundation Bylaws so that a member of the Foundation must reside within the District boundaries.

Second: Vice Chair Holton

Director Lott abstained from voting.

Vote: Approved 4;1

**2.3 2020 Foundation Board Meeting Schedule (Action)**

Foundation Director Yeagle noted that the proposed 2020 Foundation Board Meeting Schedule is tentative as it relies upon the approval of the District Board of Trustees meeting schedule. Yeagle suggested scheduling the first meeting as it could be changed if needed.

Motion: Director Roberts moved to approve the 2020 Foundation Board Meeting Schedule as presented.

First Quarter: Monday, February 10<sup>th</sup>, 2020, Farr Regional Library, 1939 61<sup>st</sup> Ave, Greeley, CO 80634

Second Quarter: April, TBD

Third Quarter: August, TBD

Fourth Quarter: November, TBD

Second: Director Smock

Vote: Unanimously approved 6;0

**2.4 2020 Budget (Action)**

Foundation Director Yeagle reviewed the 2020 Budget and noted that the cost of AmeriCorps VISTA has raised.

Motion: Secretary/Treasurer Grand moved to approve the 2020 Budget as presented.

Second: Director Roberts

Vote: Unanimously approved 6;0

**2.5 Investment Policy Revision (Action)**

Finance Manager Wertz informed the Board that due to changes in GAP the investment policy should be revised to only include restricted and unrestricted funds. Wertz noted that this would not change the current allocations.

Motion: Secretary/Treasurer Grand moved to approve the Investment Policy revisions as presented.

Second: Director Lott

Vote: Unanimously approved 6;0

**2.6 Annual Distribution of Funds to District (Action)**

Foundation Director Yeagle reviewed the Board communication, found within the HPLD Foundation Regular Session 11/4/19 Board Packet, and Finance Committee discussion. Yeagle asked the Board for recommendations as to how the Foundation should accept requests for funding from individual libraries.

Director Roberts noted that the Foundation has set funding priorities in the strategic plan. Roberts stated that it would be helpful to future Board members if there were parameters as to how funding is distributed. Roberts asked for research to be conducted for the Board to review. Wertz noted that it is the Board's role to determine how Foundation funds are spent. Wertz informed the Board that it is not obligated to spend out funds this year.

Secretary/Treasurer Grand suggested tabling the item.

Motion: Director Roberts moved to table item 2.6 Annual Distribution of Funds.

Second: Director Lott

Vote: Unanimously approved, 6; 0

**3.0 FINANCE REPORT – Natalie Wertz, Finance Manager**

Wertz reviewed the financial report. The Board discussed the cash versus book value of the Foundation's assets.

**4.0 FOUNDATION DIRECTOR'S REPORT – Abby Yeagle, Foundation Director**

Foundation Director Yeagle updated the Board on the Friends and Volunteer project. Yeagle noted that she will present a model for the Friends structure in April of 2020. VISTA Christian Welch shared Colorado Gives Day information with the Board.

Chair Damsma shared that the Board directed the Foundation to pursue Friends of the Library during the Executive Session.

**5.0 BOARD COMMENTS**

Vice Chair Holton voiced her appreciation for Director Lott and Secretary/Treasurer Grand's work on the Foundation Board. Holton looks forward to working with the new Board members in 2020.

Secretary/Treasurer Grand asked for a picture to be taken during the Kiwanis, Links for Literacy Check presentation.

Director Smock shared her appreciation for the work of the Foundation staff and Director Lott's commitment to the Foundation.

Director Roberts noted that both staff and Board members have made great progress.

Director Lott thanked the Board and staff for their work on the Foundation Board and noted his appreciation for being invited to join the Board. Lott shared that he finished his degree online, in the District's libraries and stated that the library is a wonderful community resource. Lott voiced that the Foundation is positioned to do wonderful things for the library. Chair Damsma thanked Secretary/Treasurer Grand and Director Lott for their service to the community and Board.

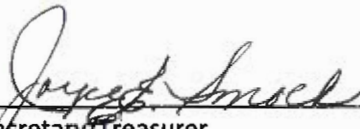
**6.0 ADJOURNMENT**

Motion: Director Smock

Second: Director Lott

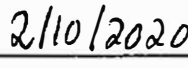
Vote: Unanimously approved 6;0

Meeting adjourned at 5:10pm

  
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Secretary/Treasurer

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Recording Secretary

  
\_\_\_\_\_  
Date