



**High Plains Library District Friends & Foundation
Board of Directors
Regular Session
November 7, 2022
District Support Services
2650 W. 29th, St., Greeley, CO 80631
4:00pm**

This meeting will also be streamed virtually via GoToMeeting:

<https://www.gotomeet.me/NiamhMercer/hpld-foundation-board-of-directors-meeting>

1. OPENING OF MEETING

Meeting Opened: 4:05pm

1.1. Roll Call and Pledge of Allegiance

Present: Joyce Smock and Kelley Carmichael Casey

Present via voice conference: Gerri Holton, Julie Forland, Matthew Starr, Brecken Arnold, and Andrea Kaumann

Staff Present: Executive Director Matthew Hортt, Foundation Director Niamh Mercer, Finance Manager Natalie Wertz, Development Associate Christina Hardman

Guests: Mandy Schnirel

1.2. Approval of Agenda (Action)

Motion: Secretary/Treasurer Forland moved to approve the agenda as presented.

Second: Director Kaumann

Vote: Unanimously approved 7;0

1.3. Approval of August 1, 2022 Regular Session Minutes (Action)

Motion: Director Starr

Second: Director Carmichael Casey

Vote: Unanimously approved 7;0

1.4. **Public Comment**

No public comment.

2. **ITEMS FOR ACTION/INFORMATION**

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

The Board shared the library programs that they enjoyed and the programs they are excited for.

2.2. **Nomination of New Members (Action)**

The Board nominee Mandy Schnirel introduced herself. Foundation Director Mercer read a statement from absent Board nominee Annie Epperson.

Motion: Chairman Holton moved to accept Mandy Schnirel to the HPLD Friends & Foundation Board of Directors.

Second: Director Carmichael Casey

Vote: Unanimously approved 7;0

Motion: Director Kaumann moved to accept Annie Epperson to the HPLD Friends & Foundation Board of Directors.

Second: Director Starr

Vote: Unanimously approved 7;0

Mandy Schnirel and Annie Epperson will now be referred to as Director Schnirel and Director Epperson. They are now voting Board Members.

2.3. **2021 Board Designated Fund Report (Information)**

Executive Director Hortt shared an update on LINC. Foundation Director Mercer shared an update from Carolyn Valencia on the program Widening the Window.

2.4. **2022 Board Designated Fund Distribution (Action)**

Foundation Director Mercer presented the 2023 nominees for the Board Designated Funds that were suggested by the Board members on the Executive Committee.

Discussion: Director Carmichael Casey asked if Widening the Window will grow past the 8 families it currently serves. Foundation Director Mercer shared that the sessions in the program are long and intensive. They share very crucial conversations about empathy. Because of limited number of community members it can serve, this program would not be able to occur without Board Designated Funds. Director Carmichael Casey stated she thinks this is a wonderful program and would love if we could reach more people with it. Chairman Holton asked if the Signature Author Series will be funded in 2023. Chairman Mercer stated that program leader Amy Ortiz is taking a pause to rework the program so she did not submit for Board Designated Funding this year.

Motion: Director Carmichael Casey motioned to approve all Board Designated Fund with exception to funding for Fort Lupton Public & School Library.

Second: Chairman Holton

Vote: Unanimously approved 8;0

Chairman Gerri Holton recused herself from voting for funding for Fort Lupton Public & School Library due to her being a member of their Board.

Motion: Director Carmichael Casey motioned to approve funding for Fort Lupton Public & School Library.

Second: Director Arnold

Vote: Unanimously approved 7;0

2.5. **Writer in Residence (Information)**

Niamh shared an update on the Writer in Residence Program.

2.6. **2023 Budget (Action)**

Finance Manager Natalie Wertz shared an update on the progress of the LINC Capital Campaign. Foundation Director Mercer shared that the HPLD Friends & Foundation has ended our partnership with the Kiwanis Club of the Rockies to focus on fundraising for LINC events. Director Carmichael Casey asked where payroll is in the budget. Foundation Director Mercer shared that the District pays for the salaries of the Foundation staff.

Motion: Chairman Holton

Second: Director Carmichael Casey

Vote: Unanimously approved 8;0

2.7. **2021 Annual Report (Action)**

Director Carmichael Casey found an edit in the 2021 Annual Report.

Motion: Director Carmichael Casey motioned to approve the 2021 Annual Report with the edit corrected

Second: Secretary/Treasurer Forland

Vote: Unanimously approved 8;0

Director Carmichael Casey thinks the 2021 Annual Report fabulously done. Stating that it is informative and a great length.

2.8. **2022 Meeting Schedule (Action)**

Director Carmichael Casey noted that she would like to discuss if meeting quarterly is enough to support staff. Foundation Director Mercer stated she would be open to it and that more committee meetings may be appropriate. She does have plans to change the committee meeting schedule.

Chairman Holton stated she liked the quarterly schedule and that we could schedule an ad-hoc meeting as necessary. Foundation Director Mercer stated that we could add an ad-hoc meeting and we could include more work sessions next year when there are no action items needed.

Motion: Director Arnold

Second: Secretary/Treasurer Forland

Vote: Unanimously approved 8;0

3. FINANCE REPORT Natalie Wertz, Finance Manager

Finance Manager Wertz stated the finance report presented does not include the October report due to the timing of the Board meeting. Director Carmichael Casey asked if the line of \$6,000 was individual donations. Foundation Director Mercer answered yes and that does not include grants and sponsorships. Executive Director Hortt stated that the LINC Capital Campaign is difficult to fundraise for since the project is funded.

4. FOUNDATION REPORT Niamh Mercer, Foundation Director

4.1. Fundraising Update

4.2. Volunteer Update

4.3. Thank You to Board Members

Foundation Director Mercer presented a plaque to Director Kaumann for her term of service.

5. BOARD COMMENTS

Vice Chairman Smock stated that it's been a pleasure to work with everyone this year.

Director Carmichael Casey stated that the staff do an amazing job and deserve our thanks.

Secretary/Treasurer Forland welcomed the new Board members and stated that she enjoyed the LINC tour.

Chairman Holton thanked everyone for the work put in this year and hopes we will be together in person at an event in the future.

Director Kaumann stated she only wishes the best for HPLD Friends and Foundation and thanked the Board for the opportunity to serve.

6. ADJOURNMENT

Motion: Chairman Holton

Second: Secretary/Treasurer Forland

Vote: Unanimously approved 8;0

Meeting adjourned: 5:12pm