



High Plains Library District Friends & Foundation Board of Directors

Regular Session

November 4, 2024

District Support Services

2650 W. 29 St, Greeley, CO 80631

4:00pm

1. OPENING OF MEETING

Meeting Opened At: 4:05

1.1. Roll Call and Pledge of Allegiance

Present via voice conference: Chair Teresa Nuñez, Secretary/Treasurer Julie Forland, Director Mandy Schnirel, Director Matthew Starr

Absent (Excused): Vice-Chair Deana Lemos-Garcia, Director Annie Epperson

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

Guests: Melissa Beavers (in-person); Dr. Sara Amodio, Audrey Drake, Clark Evans, Kate Merrell, Raeanne Miller, Carolyn Valencia, Lisa Varra (virtual)

1.2. Approval of Agenda (Action)

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

Second: Director Starr

Vote: Unanimously approved, 4;0

1.3. Approval of Minutes (Action)

1.3.1. August 5, 2024 Regular Session

Motion: Director Schnirel moved to approve the minutes as presented.

Second: Secretary/Treasurer Forland

Vote: Unanimously approved, 4;0

1.4. Public Comment

No public comment.

2. ITEMS FOR ACTION/INFORMATION

2.1. Introduction of New Staff Member (Information)

Welcome to Claudia Toledo, the F&F's new Volunteer Services Coordinator!

2.2. Nominations to HPLD Friends & Foundation Board of Directors (Action)

The Nomination Committee recommended that Dr. Sara Amodio and Clark Evans be appointed as new Board Members of the Friends & Foundation Board, with terms beginning in January of 2025.

Motion: Director Schnirel moved to approve the appointment of Dr. Sara Amodio and Clark Evans to the F&F Board.

Second: Director Starr

Vote: Unanimously approved, 4;0

2.3. Board Designated Fund Reports (Information)

Lisa Varra and Raeanne Miller presented on Adults Read On (ARO). They thanked staff for their help with the program, especially with soliciting donations. They vastly exceeded their new registration goal this year, and learned some things from their completion rate that has inspired changes for next year's program.

Ian Holmes presented on the Erie Juried Art Show. He thanked Lisa for setting this event up for success in previous years. Art will remain up through mid-November.

Audrey Drake presented on 1,000 Books Before Kindergarten. Their goal for this year is to reach 1,000 registrations, and they are on track to meet that goal as they currently have almost 800. 75 participants completed the program this year, and they have almost 600 active readers as of the end of October. HPLD has recorded over 131,000 books read in this program.

Carolyn Valencia presented on Multilingual Nursery Rhymes. This year they added QR codes to some nursery rhyme booklets that link directly to the videos to increase accessibility for more families, as well as a Friends & Foundation logo.

Carolyn Valencia also presented on Widening the Window. Many thanks to the F&F for their patience and funding as the program continues to grow!

Melissa Beavers presented on YES!fest. She thanked the F&F for their funding and support. She gave a brief history of YES!fest, ending with information about this year's event and including spend-out of board funds and highlighting record attendance.

2.4. Board Designated Fund Recommendations (Action)

Motion: Director Starr moved to approve the Finance Committee's recommendation of distribution of Board Designated Funds for 2025 funding projects.

Second: Director Schnirel

Vote: Unanimously approved, 4;0

2.5. 2025 Budget (Action)

Motion: Secretary/Treasurer Forland moved to approve the 2025 Friends & Foundation budget as presented.

Second: Director Schnirel

Vote: Unanimously approved, 4;0

2.6. 2023 Friends & Foundation Annual Report (Action)

Motion: Director Schnirel moved to approve the 2023 Friends & Foundation Annual Report as presented.

Second: Director Starr

Vote: Unanimously approved, 4;0

2.7. Gift Acceptance Policy Revision (Action)

Motion: Director Starr moved to approve the revisions to the Gift Acceptance Policy as presented.

Second: Secretary/Treasurer Forland

Vote: Unanimously approved, 4;0

2.8. 2025 Meeting Schedule (Action)

Motion: Secretary/Treasurer Forland moved to present the 2025 Board meeting schedule as presented.

Second: Director Schnirel

Vote: Unanimously approved, 4;0

3. FINANCE REPORT Natalie Wertz-Finance Manager

Finance Manager Natalie Wertz provided an updated report on the Friends & Foundation's financial status to the Board.

4. FOUNDATION REPORT Niamh Mercer-Foundation Director

Foundation Director Niamh Mercer shared current Friends & Foundation news, including the launching of a new volunteer software, the success of the 2024 Innovation Luncheon, our first Evening with Friends event for the year, and our End-of-Year Giving programs.

5. BOARD COMMENTS

Chair Nuñez shared that this is her last Board meeting with the F&F as her term comes to an end, and she wanted to thank everyone on the Board for their time and volunteer work. She also thanked Niamh in particular for making her time on the Board efficient and enjoyable, and expressed gratitude for being able to be a part of the wide range of projects funded by the F&F over the past few years.

Secretary/Treasurer Forland welcomed our new Board members and shared how excited she is to have them join us next year. She's also looking forward to the Erie Friends event this Friday!

Director Starr also welcomed our new Board members, and expressed what a lovely group of people our Board is. He appreciates the staff of the F&F and is excited for all the programs we will be funding this year.

Director Schnirel expressed her appreciation for everyone and is excited for the organization's plans for the next year. She welcomed our new Board members as well.

6. ADJOURNMENT

Motion: Secretary/Treasurer Forland moved to adjourn the meeting

Second: Director Starr

Vote: Unanimously approved, 4;0

Meeting closed: 5:18 pm