



**High Plains Library District Foundation  
Board of Directors  
Regular Session  
August 1<sup>st</sup>, 2022  
District Support Services  
2650 W. 29<sup>th</sup>, 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: 4:00pm**

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

Present: Gerri Holton

Present via voice conference: Julie Foreland, Andrea Kaumann, Melanie McGinn, Kelley Carmichael Casey, Brecken Arnold

Staff Present: Matthew Hottt, Niamh Mercer, Christina Hardman, Natalie Wertz, Amy Ortiz (via voice conference), Rick Medrano (via voice conference), Carolyn Valencia

Absent: Joyce Smock, Matthew Starr

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

**Motion:** Director Kaumann moved to approve the agenda as presented.

**Second:** Director Carmichael Casey

**Vote:** Unanimously approved 6;0

**1.3. Approval of June 2, 2022 Regular Session Minutes (Action)**

**Motion:** Secretary/Treasurer Foreland moved to approve the June 2, 2022 Minutes as presented.

**Second:** Director McGinn

**Vote:** Unanimously approved 6;0

**1.4. Public Comment**

No public comment.

## 2. ITEMS FOR ACTION/INFORMATION

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

The Board discussed their favorite summer activity.

### 2.2. Board Designated Fund Update (Information)

Project Manager and Executive Director Matthew Hortt gave an update about the construction of LINC.

Project Manager Amy Ortiz gave an update of the Summer Reading Adventure, Signature Author Series, and Writer Residence.

**Discussion:** Chair Holton asked if any member libraries participated in the Signature Author Series. Project Manager Ortiz stated that Fort Lupton was the most active participant, but all member libraries had the opportunity to join.

Project Manager Carolyn Valencia gave an update about the Widening the Window. Carolyn showcased the tote bags and books that are given to the participants. She walked through each book and discussed the community healers that will be brought into each book club to help facilitate the conversation.

**Discussion:** Director McGinn asked if Widening the Window took place in a library. Valencia stated that they go out into the community to host the book club. It is currently hosted at the D6 Family Center and it is a beautiful space for the club. Chair Holton asked if anyone from the Board would be able to observe the book club. Valencia is going to run this past the Widening the Window committee members but did not foresee any issues with an observation.

### 2.3. Writer in Residence Review (Information)

Foundation Director Mercer discussed the Writer in Residence program and the data from the last 6 years that was pulled by ITI.

**Discussion:** HPLD Staff Member Amy Ortiz asked if it is possible to submit a funding request to help support the Writer in Residence programs (food, supplies, venue, ect.).

Mercer stated that Ortiz can submit a funding request and it is the least bias way to move forward with the program.

Finance Manager Wertz stated that the Finance Committee discussed that there needs to be clear expectations about what authors need to have accomplished when contracting with the residency.

Executive Director Hortt stated that we are looking at specific outcomes and for those to be predefined in the line item. As far as making the request. The programing is a blurred line. "Maker in residence" might be something different to look at and taking it from a different angle might reenergize.

Director McGinn asked historically where this program came from and why is it different from other programs we have funded.

Mercer stated that in 2016, Writer in Residence was an AmeriCorp Vista Capstone Project. In 2016, the Foundation wasn't funding at the level it is currently and they had just stopped doing quarterly funding requests, so they were looking for programs to fund. This differs from the purpose of the Foundation as it is set up to support the programs and service of the District and the District is set up to create those programs and services.

Chair Holton stated that it is fitting that it is a line item because we're about storytelling,

keeping stories alive, and encouraging people to tell their stories. She stated that in her mind it is an important program for the organization. She stated that she does not recall when we increased the budget.

Foundation Director Mercer stated that it was in 2020. In 2020, the program went from a 6-month residency to a 9-month residency. Mercer goes through past residents and details if they completed and published a work during their time. The most successful residents are the ones that have already been working on an idea rather than coming to the residency with something new to start.

Chair Holton asked if that is different than the expectations that we are laying on top of it. Dr. Hortt stated that he thought we could use those expectations to determine the applicant. Chair Holton asked if we opened the scope of the project (makers, storytelling, writing) would that be better. Dr. Hortt said yes, we could change the direction of the program. Chair Holton said it would be more inclusive. Director McGinn stated that it makes sense to her to put more of the programming in the District's hands and out of the Foundations. She stated that the expense item didn't align with the participation of the program. She stated that it goes back to what the purpose of the program is. Is it to pull patrons in and get them excited about writing or is it an opportunity for a writer in the community to have a space to create? She stated that the District would have a better read on what is needed.

Foundation Director Mercer stated that we will need to decide by our Q4 meeting to make sure the decision is reflected in 2023's budget. She stated that by moving Writer in Residence to M.O.V.E's area that Amy supervises it would have a more permanent home and it will provide more thorough outcomes and outputs. Chair Holton asked if the next step would be to present it to the HPLD Board of Trustees. Mercer stated that it would go to Matt and Amy as it would fall under programming. Chair Holton asked if it would change our budget and if we would still fund the program. Dr. Hortt stated that the budget wouldn't change unless we would be interested shortening the residency back to 6 months. Chair Holton asked if it will be prepared by the next meeting. Mercer said yes, it'll be prepared by the November meeting.

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

Finance Manager Natalie Wertz provided an updated Finance Report for the Foundation.

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

#### **4.1. LINC Capital Campaign Update**

Foundation Director Niamh Mercer provided an update on the LINC Capital Campaign

#### **4.2. Fundraising Update**

Foundation Director Mercer provided an update on fundraising.

#### **4.3. Volunteer Update**

Foundation Director Mercer provided an update on volunteering.

#### **4.4. Foundation Director Mercer announced Director Kaumann's end of term and thanked her for her contribution to the Board of Directors.**

### **5. BOARD COMMENTS**

Chair Holton thanked Andrea for her time, stated that we're sorry to see her go, and that she wishes her well.

### **6. ADJOURNMENT**

**Motion:** Director Carmichael Casey moved to adjourn the meeting.

**Second:** Secretary/Treasurer Foreland

**Vote:** Unanimously approved 6;0

**Meeting adjourned at: 5:08pm**

*Christina Hardman*  
Christina Hardman (Dec 12, 2022 12:33 MST)

Christina Hardman

*Julie Forland*  
Julie Forland (Dec 12, 2022 14:42 MST)

Julie Forland