

SCFD BOARD OF DIRECTORS MEETING

October 24, 2013

1:00 pm

eTown

Meeting Minutes

SCFD Board members present:, Chair Kathryn Spuhler, Vice-Chair Kathy Kucsan, Treasurer Dan Hopkins, Secretary Councilwoman Peggy Lehmann, Joseph Arcese, Bob Grant, Rob Johnson, Damon O. Barry, Hal Logan and Shepard Nevel

SCFD Board members not present: Elaine D. Torres

SCFD staff present: Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Manager Jessica Clare, Program Associate Erica Barclay Antioco and Office Systems Administrator Sheila Mieger

1. Introductions and Approval of Agenda

Kathryn Spuhler called the meeting to order at 1:15pm followed by introductions. A quorum was present and the agenda was approved.

Nick Forster – Executive Director, welcomed the Board to eTown Hall. eTown's new space includes offices, sound studio, theatre and event space/art gallery. eTown Hall has allowed the organization to offer a wide range of programming. Nick invited the Board to take a tour following the meeting.

2. Approval of September 26, 2013 Board Minutes

Damon O. Barry motioned to approve the minutes. Rob Johnson seconded. Motion to accept the minutes passed.

3. 2014 Budget

Dan Hopkins gave Board members a handout highlighting SCFD's current budget needs. SCFD has taken in more than budgeted and has spent less money than budgeted. Even given this information SCFD does not have enough money to meet its 2014 projected budget. Dan reported SCFD will have to recover more election costs to balance the 2014 and 2015 budgets. Peg Long asked the Board to compare two proposed 2014 budget scenarios. One includes election cost recovery of \$100,000 and the second includes election cost recovery of \$227,989. The Board had a lengthy discussion regarding the pros and cons to each scenario. Board members voiced concerns as to the impact recovering all funds in 2014 would have on organizations. Peg provided the Board a breakdown of what the costs would be by Tier. A few Board members felt a full recovery would impact Tier III unnecessarily. Shepard Nevel said it would be cleaner from an accounting standpoint to take all the funds in 2014. Steve Wilson, Mizel Arts and Culture Center expressed concern for the Board recovery costs over two years. He said the Tier I and II organizations are going to need funds in 2015 to pay for the reauthorization campaign. He encouraged the Board to take the full election cost funds in 2014.

Shepard Nevel motioned to accept the 2014 budget scenario anticipating full election cost recovery of \$227,989. Joseph Arcese seconded. Eight voted in favor, two against.

Resolution 13-10 Pertaining to Expenditures and Revenues for General and Expendable Trust Funds and Adopting 2014 Budget

Kathryn Spuhler read the resolution. Kathy Kucsan motioned to approve Resolution 13-10: Pertaining to Expenditures and Revenues for General and Expendable Trust Funds and Adopting 2014 Budget. Dan Hopkins seconded. The motion to accept the resolution passed nine to one.

Resolution 13-11 Pertaining to Statutory Recovery of \$227,989 in 2004 Election Costs

Kathy Kucsan read the resolution. Section 6 needs to be corrected to say Section 5. Peggy Lehmann motioned to approve amended Resolution 13-11 Pertaining to Statutory Recovery of \$227,989 in 2004 Election Costs. Rob Johnson seconded. The motion to accept the resolution passed nine to one. Bob Grant asked that it be noted he is in favor of election costs recovery, but he is not in favor of Section 1 referring to the amount to be recovered.

4. Reports

4.1 Treasurer

Dan Hopkins reported the August 2013 SCFD sales and use tax revenue was \$4,091,494.01. The 2013 year-to-date (YTD) sales and use tax revenue is \$30,735,585.61. This compares to YTD 2012 revenue of \$29,701,766.13. The variance is \$1,033,819.48, a 3.48% increase in YTD 2013 over YTD 2012.

4.2 Chairman

Kathryn Spuhler thanked Dan Hopkins for attending an additional meeting regarding the budget. She thanked Bob Grant for his thorough review of the Tier II attendance policy. She also thanked Peg and staff for all their work on the budget and Tier II policy. Kathryn reminded the Board that the next planning session will take place October 29 from 2pm - 5pm at the Mizel Arts and Culture Center. Kathryn would like to conduct Peg Long's performance review in December. She asked Peg to complete her self-review and send it to her and she would then share with the Board. Kathryn then asked the Board to send any questions or comments regarding Peg's performance to Kathryn.

4.3 Executive Director

Peg Long reported the following:

- 2014 Board meeting calendar is in the Board packet
- Participated in the inaugural National Arts Innovation Summit held in Denver
- Participated in the Denver Metro Chamber's 2013 Leadership Exchange trip to Pittsburgh in early October. The focus of this year's trip was arts and culture. Activities included a tour of the cultural arts district and meetings with community arts leaders.

She stated she was able to participate in both events at no cost to SCFD.

Peg presented Resolution 13-12 Pertaining to Defining Tier II Audited Paid Attendance. Hal Logan asked if the auditors understood the language used in the resolution. Peg replied that they do as the same procedures have been in effect for many years and a number of auditors participated in development of the policy, including assisting in crafting the resolution language. Bob Grant asked if any representatives from Tier II, in the audience, had concerns regarding the implementation of the resolution. Charlotte D'Armond Talbert, Coordinator of the Scientific and Cultural Collaborative, stated it will take some effort to train Tier II education staff and teachers to document school programming attendance. Steve Wilson said it will be good for Tier IIs to have a "rule book" in regards to documenting attendance. Kathy Kucsan asked how the process works in regards to staff reviewing and confirming attendance. Peg explained that if staff has any questions regarding attendance a conversation occurs with the organization to come to an understanding regarding the issue. Rob Johnson said he feels the policy will provide guidance to the County Cultural Councils regarding attendance.

Kathryn Spuhler read the resolution. Shepard Nevel motioned to approve Resolution 13-12 Pertaining to Defining Tier II Audited Paid Attendance. Hal Logan seconded. The motion to accept the resolution passed.

5. Other Matters

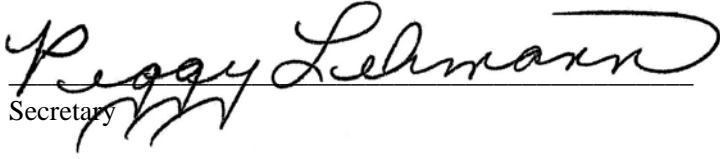
Peggy Lehmann reported that the nominating committee recommends the following slate of officers: Chair - Dan Hopkins; Vice Chair - Kathy Kucsan; Treasurer - Hal Logan; Secretary - Peggy Lehmann; The Board will not vote in a new slate of officers until January 2014.

6. Public Comment

- Jane Potts, CAST3, reported that Wendy Littlepage, who serves on the Public Awareness Committee, and she are co-presenting four training workshops for Tier III organizations on how to use the new Tool Kit.
- Charlotte D'Armond Talbert reported the deadline for ordering banners and other items from the Signs of Support project is November 1. At this time 65 Tier IIIs, in addition to all Tier Is and Tier IIs, have placed orders.
- Kristy Bassuener encouraged everyone to see the Art Museum's new exhibit Passport to Paris.
- Steve Wilson encouraged everyone to attend JAAMMFest events.

7. Adjournment

The meeting was adjourned at 2:45pm.


Secretary