

SCFD BOARD OF DIRECTORS MEETING

June 23, 2016

1:00 p.m.

Longmont Museum

Meeting Minutes

SCFD Board members present: Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Kendra Black, Peggy Lehmann, Elaine D. Torres, Ann Speer, and Kathy Imel.

SCFD Board members not present: Chair Dan Hopkins, Damon O. Barry, and Rob Johnson.

SCFD staff present: Executive Director Peg Long, Senior Program Manager Nancy McCamey, Senior Program Manager Jessica Kato, Program Associate Iris Gregg and Program Assistant Clara Nulty.

1. Introductions and Approval of Agenda

Kathy Kucsan called the meeting to order at 1:04 p.m. followed by introductions. A quorum was present.

2. Welcome by Longmont Museum

Wes Jessup, Director of the Longmont Museum, welcomed everyone. This is the first time for the Board to be hosted by the Longmont Museum. The Museum opened in the 1930's, focusing on the history of the St. Vrain Valley. Stewart Auditorium, which was built last year, hosted over 130 events the first year.

3. Approval of Agenda

Peggy Lehmann motioned to approve the agenda. Elaine Torres seconded. Motion to accept the agenda passed.

4. Approval of May 26, 2016 Board Minutes

Lynn Jeffers motioned to approve the minutes. Hal Logan seconded. Motion to accept the minutes passed.

5. Fiscal Year 2015 Audit Report and Resolution

5.1 Presentation of Audit by Treasurer

Hal Logan introduced the 2015 audit conducted by CliftonLarsonAllen LLP.

5.2 Report by SCFD Auditor Jake Houlihan

Jake Houlihan, auditor with CliftonLarsonAllen, highlighted key points. He thanked staff for the clean process. There were no issues with internal controls of the organization. SCFD received an unmodified opinion from the auditors, which is the highest level of assurance that can be received. Sales and use tax increased by \$2.7 million. Jake explained the fund balance breakdown. Compliance with a new government accounting standard board (GASB) rule related to PERA liability has changed. This significantly lengthened the audit and will each year moving forward. Kathy Kucson thanked Hal, staff and Jake for all the work on the audit.

5.3 Resolution 16-08: Pertaining to Acceptance and Approval of Fiscal Year 2015 Audit Financial Report

Hal Logan read and motioned to approve Resolution 16-08: Pertaining to Acceptance and Approval of the Fiscal Year 2015 Audit. Peggy Lehmann seconded. Motion to accept the resolution passed.

6. Reports

6.1 Treasurer

The April 2016 SCFD sales and use tax revenue was \$4,656,110.07. The 2016 year-to-date (YTD) revenue is \$17,301,444.67. This compares to YTD 2015 revenue of \$17,013,137.55. The variance is \$288,307.12, a 1.7% increase in YTD 2016 over YTD 2015.

6.2 Chairman

Kathy Kucsan asked Kathy Imel for an update on the Executive Director Search Committee. The Committee received five proposals from search firms qualified to seek candidates. The Committee has selected and signed an agreement with Peak HR Consulting. Principal Carolyn McCormick of Peak HR Consulting plans to attend the July board meeting. The Executive Director search is on schedule.

6.3 Executive Director

Following the review of 51 applications and conducting interviews, SCFD has hired Kendal Zimmermann for the vacant office manager position.

6.3.1 2016 Tier II Qualification

Peg Long reported twenty-eight organizations submitted qualification applications for Tier II by the May 27 deadline. This year’s qualifying threshold is \$1,578,684.39. All 28 organizations qualified. New to Tier II this year is The Dairy Center in Boulder. Organizations will be notified as to their SCFD 2016 budgeted distributions.

7. Public Comment

Kristy Bassuener, Denver Art Museum, informed the Board of the current and upcoming programming at the Denver Art Museum, including Women of Abstract Expressionism and Mi Tierra.

8. Other Matters

Peggy Lehmann informed the Board of Denver Botanic Gardens’ newsletter about SCFD. Kendra Black complimented a performance by the Colorado Children’s Chorale. Kathy Kucsan notified the Board that organizations and county cultural councils are asking for information about campaign activity rules. Peg will distribute a Fair Campaign Practices Act summary document to board members. This can be shared with councils or they may wish to consult their city/county attorney for guidance.

9. Adjournment

The meeting was adjourned at 1:44 p.m.


Secretary