

## SCFD BOARD OF DIRECTORS MEETING

January 22, 2015

1:00 pm

Westminster Historical Society  
Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Elaine D. Torres, Shepard Nevel, Rob Johnson, Kathryn Spuhler, Councilwoman Peggy Lehmann, and Bob Grant

**SCFD Board members not present:** Damon O. Barry

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Manager Jessica Kato, Program Assistant Katherine Wilson and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1pm followed by introductions. A quorum was present. Mendez Consulting will not be presenting at this meeting.

Amy Newman, Director of the Westminster History Center welcomed the Board. Founded in 1962, Westminster Historical Society is the home of 10,000 artifacts housed in two locations, the Bowles House Museum and the Westminster History Center. The Westminster History Center opened in May of 2014. The building is owned by School District 50. The new space gives the Society an opportunity to expand programming. It is currently open Wednesdays and Thursdays from 10am-4pm.

### 2. Approval of November 20, 2014 Board Minutes

Kathryn Spuhler motioned to approve the minutes. Elaine D. Torres seconded. Motion passed.

### 3. Approval of November 20, 2014 Board Planning Session Minutes

Rob Johnson motioned to approve the minutes. Lynn Jeffers seconded. Motion passed.

### 4. Resolution 15-01: Pertaining to Posting of Public Meeting Notices

Peg Long read the resolution. Shepard Nevel motioned to approve Resolution 15-01. Peggy Lehmann seconded. The motion passed.

## 5. Reports

### 5.1 Treasurer

Hal Logan reported the November 2014 SCFD sales and use tax revenue was \$4,105,108.76. The 2014 year-to-date (YTD) sales and use tax revenue is \$46,704,537.80. This compares to YTD 2013 revenue of \$42,760,001.63. The variance is \$3,944,536.17, which is a 9.22% increase in YTD 2014 over YTD 2013. SCFD receives 10 basis points above COLOTRUST PLUS on deposits at Colorado Business Bank, which is .22% at the current daily rate.

### 5.2 Chairman

Dan Hopkins thanked the Board for attending the legislative luncheon on January 21, 2015 at the Denver Art Museum. 18 legislators were introduced to SCFD. He also thanked Kathy Kucsan for her support and counsel over the past year.

The Public Awareness Committee met on January 20, 2015. They plan to re-introduce the Tool Kit to SCFD funded organizations, with an emphasis on continuing to deliver a consistent message. The group also discussed outreach to various external groups such as city councils, commissioners, chambers and other civic groups later in the year. Elaine D. Torres mentioned they will be making sure people are aware they can still submit public comments regarding the workgroup reports.

Kathryn Spuhler updated the Board on the Teen Council and STEPS committees. Teen Council will have its first meeting on January 25, 2015 at the Denver Botanic Gardens. As part of the STEPS continued efforts, Denver Museum of Nature and Science will be hosting an educators night in which SCFD funded organizations will be able to connect with 25,000 plus educators.

### **5.3 Executive Director**

Peg Long's report included the following:

- Eligibility report by Jessica Kato. A total of 37 applications were processed. Eight organizations were found eligible, 12 applications were late or incomplete and 17 organizations were found ineligible. The primary reasons organizations were found ineligible are:
  1. Did not meet primary purpose
  2. Did not meet organizational/financial capacity
  3. Did not meet the three years of doing programming for the public as a 501(c)(3) rule
- 2015 Disclosure Forms – Board members were asked to read and sign.
- Feedback on reauthorization process and other matters related to SCFD has been compiled through December 31<sup>st</sup>. This information has been provided to Task Force members and the Board.
- Task Force Update – The first of four meetings took place January 15, 2015. Three more meetings are scheduled. The facilitator and Task Force members will prepare the final report to the Board and present it at the April 23, 2015 Board meeting or Board planning session.
- Board members were provided with an Economic Outlook summary. The general Colorado economy and the metro economy are doing very well; but there are areas of the state that are not seeing the same drop in unemployment or the increase in jobs. Nationally the Federal Reserve is concerned that wage growth is flat and there are still too many people who have not been able to obtain jobs and wages that are equivalent to the ones they had pre-recession, so interest rates will probably remain unchanged through the first three quarters of 2015 and likely into early 2016. If the price of a barrel of oil continues to remain low for an extended period of time, the metro area will feel the economic impact through reduction of drilling activities and loss of jobs with good wages. This could translate to less spending and lower sales tax revenue. 2015 revenue is projected to increase at a normal 3% year-over-year rate.
- Board members received a chart of 2014 work group-generated options that could be implemented through Board policy. The chart had a total of seven options. The Board concluded it would consider four of the options at the February 26, 2015 Board meeting.
  - Require local government entities to adopt a formal resolution evidencing creation of the agency and a corresponding special revenue fund that is distinct from the local government's general fund and can be separately audited; a special revenue fund is an account established by a government entity to collect and disburse money for a specific project or purpose; referred by Local Government Work Group
  - Require every organization seeking SCFD eligibility to submit either a 990 or 990EZ with its eligibility application (990N would not be accepted); the IRS 1023 EZ application for tax exempt status requires no financial information, only contact information; referred by Eligibility Work Group
  - Require all grant applicants to submit either a 990 or 990EZ with their grant applications (i.e., 990N would no longer be accepted); the 990N does not solicit any financial information, only contact information; referred by Councils and Tier III Work Groups
  - Require every organization with an annual budget of \$500,000-\$750,000 to annually submit an externally/independently prepared financial review and those with budgets above \$750,000 to annually submit a financial audit; an independent financial review or audit, when used in tandem with the Form 990, provides a much clearer picture of an organization's finances and financial practices; referred by Eligibility, Tier III & Councils Work Groups

Peg Long was asked to bring a draft of each policy to the February meeting. She was also asked to gauge Tier II organizations' response to the fifth policy: Require Tier II organizations to have dedicated educational programming for all ages and the capacity to deliver it. Kathy Spuhler said there was not much support for this option during Work Group discussions.

## **6. Other Matters**

### **6.1 CBCA Economic Study Presentation**

Deborah Jordy, Executive Director Colorado Business Committee for the Arts (CBCA) presented the 2015 Economic Activity Study followed by questions from the Board. Kathy Kucsan asked why the study doesn't break down findings by county. Deborah replied that the study is regional based on a regional model. Amy Newman asked if CBCA looked at organizations varying funding sources to determine how diversified they are. They do not, said Deborah. They don't look at individual organizations. It is a regional study. CBCA hopes to roll out the next study a little earlier in 2016 so it will be available before SCFD's reauthorization election. Dan Hopkins thanked CBCA for the report.

### **6.2 STEPS Education Data Project Report**

Peg Long reported the 2014 STEPS Education Project used quantitative data to find the number of schools that SCFD organizations served in 2013. Only schools from SCFD counties (Adams, Arapahoe, Boulder, Broomfield, Denver, Douglas, and Jefferson) were included in this project, although other schools outside of the district were also served by these organizations. She introduced Katherine Wilson who produced the data. Katherine presented a power point presentation. She reported in 2013, schools were served proportional to their representation in the seven-county District. Based on the data collected and compiled, in 2013, every bricks-and-mortar public school in the District was served by at least one SCFD organization. The Board asked Katherine to make her presentation available on the SCFD website.

### **6.3 Honoring Bob Grant**

Bob Grant served six years on the SCFD Board. His term ended due to term limits. The Board read a proclamation honoring Bob. Dan Hopkins invited Board and audience members to share their thanks. A few of the statements of thanks included: He has been the conscience of the Board, provided insight, wisdom, tireless advocate of Adams County, a leader, regional thinker, made sure diverse voices were heard, fearless, thoughtfulness, encouraged great discussion, great example of public advocacy, role model, put citizens first, made organizations do a better job of tracking attendance, his name became shorthand for inclusivity, asked thought provoking questions, kids throughout the district owe him a big thanks and showed that each county big or small has great value. Bob thanked the Board and staff and the organizations for the kind words.

## **7. Public Comment**

Mike Yankovich asked what the seven policy options the Board was considering. Dan Hopkins said to see him after the meeting for a copy.

## **8. Adjournment**

The meeting was adjourned at 2:50 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

February 26, 2015

1:00 pm

Englewood Arts  
Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Peggy Lehmann, Elaine D. Torres, Damon O. Barry, Rob Johnson, and Kathy Imel.

**SCFD Board members not present:** Shepard Nevel and Kathryn Spuhler.

**SCFD staff present:** Executive Director Peg Long, Program Manager Jessica Kato, Program Assistant Katherine Wilson and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1:05 pm followed by introductions. A quorum was present. The agenda was approved.

Eric Bertoluzzi Executive Director of Englewood Arts and Up Close and Musical, welcomed the Board. Hampton Hall is the only remaining building from the original Cinderella City mall complex. In the 1980s Eric founded Up Close and Musical. He later helped found Englewood Arts. He thanked the Board for the SCFD's ongoing support.

### 2. Oath of Office

Kathy Kucsan swore in Dan Hopkins, Arapahoe County appointee, to his second term.

Dan Hopkins swore in Kathy Imel, Adams County appointee, to her first term.

### 3. Approval of January 22, 2015 Board Minutes

Hal Logan motioned to approve the minutes. Peggy Lehmann seconded. Motion to accept the minutes passed.

### 4. Resolution 15-02: Pertaining to Adjustment of the Appropriation and Distribution of 2014 Revenue Collected

This resolution reflects the required adjustments from the board's projected fiscal year 2014 revenue and the actual fiscal year 2014 revenue received. The adjustments to each tier distribution reflect the additional revenue less a proportional reduction for recovery of election costs.

Hal Logan read the resolution. Kathy Kucsan motioned to approve Resolution 15-02: Pertaining to Adjustment of the Appropriation and Distribution of 2014 Revenue Collected. Rob Johnson seconded. The motion passed.

### 5. Reports

#### 5.1 Treasurer

Hal Logan reported the December 2014 SCFD sales and use tax revenue was \$5,354,707.38. The year-to-date (YTD) sales and use tax revenue for fiscal year (FY) 2014 is 52,059,245.18. This compares to YTD/FY 2013 revenue of \$47,361,945.38. The variance is \$4,697,299.80, which is a 9.91% increase in FY 2014 sales and use tax revenue over FY 2013. Peggy Lehmann asked what is done with the administrative funds received that are over the projected amount. Hal responded it is used for expenses thus drawing less on reserves to balance the 2014 budget.

#### 5.2 Chairman

Dan Hopkins reported SCFD received a favorable ruling on the summary judgment in the TABOR lawsuit. The plaintiffs have until April 15 to file an appeal. Dan recognized Peg, Alan Pogue of Icenogle/Seaver/Pogue, P.C. and Charles E. Norton of Norton & Smith for all their excellent work on the case. There will not be a two-day trial in March.

#### 5.3 Executive Director

Peg Long reported:

- Task Force Update - Three of the four meetings have occurred; the final meeting is in March. The facilitator and Task Force members will prepare a final report to the board and present it at the April 23, 2015 board planning session.
- The April and May board meetings will begin at noon instead of 1 pm.

- The 2014 Consumer Price Index for Denver-Boulder-Greeley for 2015 is 2.8%. The CPI increased by the same percentage as last year. Adjusting the Tier II threshold by this amount means that the 2015 minimum qualifying income for Tier II organizations is \$1,556,887.96.
- SCFD will have a presence on the 16<sup>th</sup> Street Mall again this summer. Denver Botanic Gardens will present the Garden Block, between Curtis and Champa Streets, and will be inviting SCFD organizations to sign up to provide entertainment between 11:30-1:00 on weekdays during the summer months.
- Peg requested that the Rex Morgan event be suspended again in 2015 due to budget constraints, reduced staff, reauthorization activities and the eligibility application cycle. The Board agreed. The Board would like to have the event in November of 2016. The timing ties in nicely with Denver Arts Week.

## 6. Other Matters

### 6.1 Draft Board Policy Options and Public Comment

Dan gave a brief description of each of the proposed policies followed by Board discussion and an opportunity for the public to comment.

- Require local government entities to adopt a formal resolution evidencing creation of the agency and a corresponding special revenue fund that is distinct from the local government's general fund and can be separately audited; a special revenue fund is an account established by a government entity to collect and disburse money for a specific project or purpose; referred by Local Government Work Group.

SCFD received feedback from the Golden History Museum stating "special revenue fund" is too specific of language to encompass other types of compliant segregated funds. The wording has been changed to include "or similarly segregated fund." Current organizations are compliant with this requirement.

Public Comment – none stated.

Dan Hopkins read the resolution. Damon Barry motioned to approve Resolution 15-03: Pertaining to Local Government Special Revenue Fund Requirements. Elaine D. Torres seconded. All voted in favor.

- Require every organization seeking SCFD eligibility to submit either a Form 990 or Form 990EZ with its eligibility application (Form 990N would not be accepted); the IRS 1023 EZ application for applying for tax exempt status requires no financial information, only contact information; referred by Eligibility Work Group.

These criteria would go into go effect for the September 2016 eligibility cycle. The Board asked that this change be well publicized.

Public Comment – none stated

Rob Johnson read the resolution. Kathy Kucsan motioned to approve Resolution 15-04: Pertaining to Organizations Seeking Eligibility Pursuant to C.R.S §32-13-107(3)(c). Lynn Jeffers seconded. All voted in favor.

- Require all grant applicants to submit either a Form 990 or Form 990EZ with their grant applications (i.e., Form 990N would no longer be accepted); the 990N does not solicit any financial information, only contact information; referred by Councils and Tier III Work Groups. This requirement would not go into effect until grant application year 2017.

Kathy Imel asked how many current organizations would be affected. About 40 organizations would need to change their filing status, replied Peg. She also noted that the IRS exempts government agencies from the Form 990 filing requirement. The Board asked staff to contact the affected organizations directly about the change. The Board also asked Jane Potts and CAST3 to help its members with the transition.

Public comment – none stated

Kathy Kucsan read the resolution. Elaine D. Torres motioned to approve Resolution 15-05: Pertaining to Organizations Seeking Funding Under C.R.S. §32-13-107(3)(c). Hal Logan seconded. All voted in favor.

- Require every organization with an annual budget of \$500,000-\$750,000 to annually submit an externally/independently prepared financial review and those with budgets above \$750,000 to annually submit an independent financial audit; an independent financial review or audit, when used in tandem with the Form 990,

provides a much clearer picture of an organization's finances and financial practices; referred by Eligibility, Tier III & Councils Work Groups. Resolution would not go into effect until 2017.

A full audit is an additional expense for organizations. It is non-profit best practice to get an audit when an organization has a budget above \$750,000. This resolution strengthens accountability. Damon Barry asked if a compilation would be adequate. It was discussed and decided to leave the requirement as stated.

Public Comment – Jane Potts asked if the audit requirement could be for every other year. Peg responded from a staff point of view it could become burdensome to track which organizations need to file each year. Kathy Imel mentioned it could cause confusion for councils thinking the application is incomplete.

Lynn Jeffers read the resolution. Elaine D. Torres motioned to approve Resolution 15-06: Pertaining to Organizations with Revenue of \$500,000 or Above Seeking Funding Under C.R.S. §32-13-107(3)(c). Rob Johnson seconded. Eight members voted in favor, one abstained.

#### **7. Public Comment**

George Sparks, who is a task force participant and the President/CEO of the Denver Museum of Nature and Science, attended a task force meeting during the day and that same evening took his stepdaughter to see a choral group perform in Highlands Ranch. Throughout the course of the day he took pride in the citizens of SCFD for creating the SCFD, pride in the SCFD Board's oversight, and pride in what all the SCFD organizations bring to our community.

#### **8. Adjournment**

The meeting was adjourned at 2:24 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

March 26, 2015

1:00 pm

Broomfield Cultural Affairs Division

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Peggy Lehmann, Elaine D. Torres, Shepard Nevel, Kathryn Spuhler, Rob Johnson, Kathy Imel and Damon O. Barry (via phone)

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Manager Jessica Kato, Program Assistant Katherine Wilson and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1pm followed by introductions. A quorum was present. The agenda was approved.

Karen Gerrity, Cultural Affairs Manager for the City and County of Broomfield welcomed everyone. They are currently working on updating the City Cultural Plan and developing a Civic Development Master Plan. They are looking into building a performing arts space that would accommodate 500-1000 people. Karen encouraged people to visit Broomfield.com for information regarding the work on these two projects. On April 14 there will be a study session with Broomfield City Council to review the Cultural Plan.

### 2. Approval of February 26, 2015 Board Minutes

Lynn Jeffers motioned to approve the minutes. Rob Johnson seconded. Motion to accept the minutes passed.

### 3. Resolution 15-07: Pertaining to 2015 Tier III Budgeted Distributions

Hal Logan read the resolution with each county Board representative reading his/her county's allocation amount. Shepard Nevel motioned to approve Resolution 15-07: Pertaining to 2015 Tier III Budgeted Distributions. Kathryn Spuhler seconded. Motion to accept the resolution passed. Damon O. Barry abstained as he could not hear the proceedings clearly.

### 4. Reports

#### 4.1 Treasurer

The January 2015 SCFD sales and use tax revenue was \$4,129,299.92. This compares to January 2014 sales and use tax revenue of \$3,736,077.50. The variance is \$393,222.42. This is a 10.52% increase in year-to-date (YTD) 2015 revenue over YTD 2014. SCFD is receiving 10 basis points above the Colotrust Plus average 30-day yield on deposits at Colorado Business Bank, i.e., .23% at the current 30-day rate.

#### 4.2 Chairman

Dan Hopkins reported the Reauthorization Task Force members have concluded the meeting phase and are now working on their report to the SCFD board. The report will be delivered at the April 23, 2015 Board planning session, immediately following the regular April Board meeting. This will also be the report release date. The Board and public will get copies of the report at the same time. The Board will not be making any decisions at this meeting. This will give the Board time to review the report and time for the public to submit comments. There will be plenty of time for making final decisions, said Dan.

Kathryn Spuhler reported the Teen Council is very active. Their last meeting was at the Denver Zoo. A couple of members created a design for t-shirts. Rob Johnson assisted with SCFD brand consistency. The Council came up with a declaration of purpose. They are also working on a mission statement. The Denver Center for the Performing Arts has invited them to attend the production of the musical *The 12*. The next regular meeting of the group will be at the Denver Art Museum on April 19 from 2-4pm.

Kathryn also gave an update on the STEPS committee. They recently met on March 5 at Denver Museum of Nature and Science. The Museum will host a fall educators' event on Monday, September 21, 2015. All SCFD funded organizations will be invited to participate. The STEPS members will continue their work on a digital directory. Civic Canopy may not be the best program to use. They are working toward having this project complete by 2017.

Dan Hopkins recognized the Denver Art Museum's free attendance for youth program. He invited Kristy Bassuener to make a few comments. She said youth ages 18 and under are free for the next five years. Special exhibits are capped at \$5. School groups don't have to pay an attendance fee. The museum is working to set up a bus fund. She encouraged fellow organizations to include a statement about this program in their newsletters.

#### **Resolution 15-08: Pertaining to the Denver Art Museum's Free for Kids Program**

Shepard Nevel presented the resolution. Kathy Kucsan motioned to approve Resolution 15-08: Pertaining to the Denver Art Museum's Free for Kids. Elaine D Torres seconded. The resolution passed. Damon O. Barry abstained as he could not hear the proceedings clearly.

#### **4.3 Executive Director**

Peg Long provided Board members with a summary by American Institute of CPAs on the differences between financial compilations, review and audits.

She reported the 2015 eligibility application and instructions are now available on the SCFD website.

Peg provided an analysis of an educational programming policy option.

The 2014 Tier II Work Group identified 26 options to address the SCFD Board's charges to the group and selected 11 to advance to the Task Force or Board depending on whether the option required a statutory change or could be addressed through board policy.

Four of ten participants voted to advance consideration of a requirement that a Tier II organization have dedicated educational programming for all ages and the capacity to deliver it. Twenty (20) Tier II organizations responded to a request for feedback on this issue. Peg shared that feedback with SCC members at the March 10<sup>th</sup> SCC meeting and conducted a 30+ minute discussion of the feedback, options for implementation, which ranged from a statutory requirement or board policy, through a text box on the certification report to no board action. An amendment to clarify language was offered but it did not pass. A vote by show of hands was taken and 22 people voted against a formal policy. No one voted in favor of it. The Board was provided with the written feedback and a draft resolution to implement this policy.

After a discussion among Board members, SCFD staff and staff from Tier II organizations the Board decided not to proceed with this policy. The Board felt they have and will continue to encourage organizations to offer educational programming in ways that fit with an organization's mission.

### **5. Other Matters**

#### **5.1 Change in April and May Board Meeting Times**

The April and May Board meetings will begin at 12 noon.

#### **5.2 Reauthorization Process Briefing by SCFD Lobbyist**

Fofi Mendez, President of Mendez Consulting Inc., gave the Board a month by month reauthorization task and timeline. The process started with a legislative luncheon in January. They are currently sitting down with new legislators to inform them about the SCFD. In June they will be working with CATZ to continue work on the campaign. One democratic and one republican legislator in each house will be identified as prime sponsors for the bill. From September through December they will meet with sponsors and legislative drafting. The bill will be introduced in the Legislature in January 2016. The bill will get a number and assigned to an appropriate committee. The goal is to avoid changes after the bill is introduced. Dan Hopkins asked how the introductory meetings are going. Enlightening, replied Fofi. Currently there are lobbyists representing Denver Zoo, Children's Museum and Butterfly Pavilion that have brought forward some concerns. She has met with them to let them know no decisions have been made yet. Shepard Nevel asked what case can be made for someone outside the district to support the SCFD. Economic development, replied Fofi, plus residents throughout the state engage with SCFD funded organizations. Kathryn Spuhler asked to speak with Peg and Fofi at a later date regarding expansion of SCFD in Douglas County. Fofi will keep the Board apprised as the process continues. She will let them know if they need to go to the capitol for any reason.

## **6. Public Comment**

John Bunting, Jefferson County Cultural Council, stated he had conversations about SCFD with people at Arts Advocacy Day.

Kristy Bassuener, Denver Art Museum, clarified that the Tier I CEOs will have their interviews with the Board on May 28 starting at noon.

Melanie Mulhall, Broomfield County Cultural Council, hopes there will be public relations lobbying materials to help at a grassroots level. Dan shared that there is currently a Public Awareness Tool Kit on the SCFD website containing speaking points, logos and other public relation materials. Additional materials may be available closer to November 2016.

Charlotte D'Armond Talbert, Scientific and Cultural Collaborative (SCC), shared SCC is hosting an inter-Tier education summit Thursday, April 2, 2015. All SCFD organizations are invited. Ideas of how to connect with schools will be discussed. SCC is looking for new Alliance Project Schools in Adams, Boulder, Denver and Jefferson counties.

Karla Johnson-Grimes, ArtReach, invited the Board and any organizations that wish to join CAST3 on the patio at the Tavern in Littleton after the April SCFD Board meeting.

## **7. Adjournment**

The meeting was adjourned at 2:15 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

April 23, 2015

12:00 pm

Hudson Gardens

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Councilwoman Peggy Lehmann, Elaine D. Torres, Shepard Nevel, Kathryn Spuhler, Rob Johnson, Kathy Imel and Damon O. Barry

**SCFD Board members not present:** Secretary Lynn Jeffers

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Manager Jessica Kato, Program Assistant Katherine Wilson and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 12:05pm followed by introductions. A quorum was present. Dan motioned to amend the agenda to include Resolution 15-10: Pertaining to 2015 Tier III Budgeted Distribution for Adams County. The agenda was approved.

Melanie Fedderson, Development Manager for Hudson Gardens, welcomed the Board. She encouraged people to walk around the 30 acres of gardens following the meeting. The 2015 summer concert series has been released.

### 2. Approval of March 26, 2015 Board Minutes

Dan Hopkins motioned to approve the minutes. Rob Johnson seconded. Motion to accept the minutes passed.

### 3. Resolution 15-09: Pertaining to Ellen Premack

The Board read a resolution expressing appreciation to Ellen Premack on her retirement and acknowledged her influence on the SCFD community for her advancement of the arts and sciences within the District and beyond. Peggy Lehmann motioned to approve Resolution 15-09: Pertaining to Ellen Premack. Kathy Kucsan seconded. Motion to accept the resolution passed.

Ellen thanked the Board for the recognition.

### 4. Reports

#### 4.1 Treasurer

Hal Logan reported the February 2015 SCFD sales and use tax revenue was \$3,881,149.93. The 2015 year-to-date (YTD) sales and use tax revenue is \$8,010,449.85. This compares to YTD 2014 revenue of \$7,339,953.93. The variance is \$670,495.92, a 9.13% increase in YTD 2015 over YTD 2014.

#### 4.2 Chairman

Dan Hopkins asked Kathryn Spuhler to give an update on the Teen Council and STEPS committee.

Kathryn Spuhler reported the Teen Council met at the Denver Art Museum on April 19, 2015. They have written a mission statement: To explore, enjoy and reflect on the cultural and scientific opportunities with the goal of engaging a broad range of youth people to tell the SCFD story and encourage others to join in the discoveries. The next meeting will be May 17, 2015 at the Denver Museum of Nature and Science.

The STEPS committee sent out an invitation to all SCFD organizations to participate in Educators' Night on Monday, September 21, 2015 at the Denver Museum of Nature and Science. Currently 37 organizations are planning to participate.

#### 4.3 Executive Director

Peg Long gave a Google analytics report on traffic to the SCFD website from January 1, 2015 - April 15, 2015:

- 31,851 users
- Male - 54.15% Female - 45.85%
- Top five cities - Denver, Aurora, Boulder, Lakewood, Centennial
- Age - 18-24 - 27.50%; 25-34 - 33.50%; 35-44 - 15.50%; 45-54 - 12.50%; 55-64 - 5.50%

- Top Pages - Free Days Calendar - 41,759 page visits; Home Page - 17,078; Job Board - 9,802

Peg gave a brief report highlighting Tier III 2015 grant application statistics by county, including total grant funds requested versus funds available for distribution.

#### **5. Resolution 15-10: Pertaining to Adjusted 2015 Tier III Budgeted Distribution for Adams County**

Peg Long explained the distribution amount for Adams County presented in the resolution last month was incorrect, as previously allocated 2014 funds were inadvertently included in the total. The adjusted total funds available to the Adams County Cultural Council for 2015 are \$1,137,736.61. Shepard Nevel motioned to approve 15-10: Pertaining to Adjusted 2015 Tier III Budgeted Distribution for Adams County. Hal Logan seconded. Motion to accept the resolution passed.

#### **6. Public Comment**

Mike Yankovich, President and CEO of the Children's Museum, announced that the museum received a 1.9 million dollar grant from the Colorado Health Foundation. The grant is to be used for completing an outdoor experience, teaching kitchen and indoor climbing structure.

Jane Potts, CAST3, mentioned that although the grant requests made by Tier IIIs are close to the amount of funds available it should not imply the organizations are being adequately funded. There are caps in some counties that prohibit organizations from asking for what they might otherwise request.

#### **7. Adjournment**

The meeting was adjourned at 12:35 pm.



Secretary

## SCFD BOARD OF DIRECTORS MEETING

May 28, 2015

12:00 pm

Denver Art Museum

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Peggy Lehmann, Elaine D. Torres, Damon O. Barry, Kathy Imel, Rob Johnson, Shepard Nevel and Kathryn Spuhler via Skype.

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Manager Jessica Kato, Program Assistant Katherine Wilson, Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 12:00 pm followed by introductions. A quorum was present.

Christoph Heinrich, Frederick and Jan Mayer Director, Denver Art Museum welcomed everyone and thanked the Board for SCFD support.

### 2. Approval of April 23, 2015 Board Minutes

Lynn Jeffers motioned to approve the minutes. Rob Johnson seconded. Motion to accept the minutes passed.

### 3. Approval of April Board Planning Session Minutes

Kathryn Spuhler motioned to approve the minutes. Peggy Lehmann seconded. Motion to accept the minutes passed.

### 4. Tier I Distribution Certification

Brian Vogt read the annual joint statement from the Tier I CEOs.

It is inspiring to imagine the conversations 27 years ago as this powerful new idea of a district to support science and cultural organizations was born. Countless community leaders banded together with a dream forged with equal parts practicality and audacious vision.

We, the five Tier 1 institutions, are keenly aware every day of our good fortune. In former times, our institutions were, like many in the country, supported primarily by state and locals funds. When that changed, we actually faced the possibility of diminished capacity to the point of a resignation to mediocrity, of pure survival. And yet, voters created the SCFD, and now our ability to serve the community continues to grow.

Look at where we are today, or more precisely, a few things we accomplished last year. Both the Museum of Nature and Science and the Art Museum curated world class original shows, *Maya: Hidden Worlds* and *Passport to Paris* respectively. With the support of SCFD, the Center for the Performing Arts launched new works, including the *Legend of Georgia McBride*, before it moved to other markets. The Zoo became one of only four in the world to achieve the Occupation Health and Safety Assessment Series 18001 certification. The Botanic Gardens opened a first of its kind Science Pyramid, a pavilion aimed solely at inspiring visitors of all ages to see their world through a scientific lens.

The numbers in 2014 were astonishing. Total visitation to our five organizations topped six million, 750 thousand more than the entire population of Colorado. Visitation from the seven-county metro area, over four million, exceeds the population of the same area by one million. The total number of children served by our school programs was 545,065. Reduced and free attendance reached 3.19 million people. Among us, we have 6,337 volunteers and 207,390 member households.

One of the most valued benefits of the SCFD is the opportunity to partner with scores of organizations in Tiers 2 and 3. Each of us teams up with or contracts with colleagues to exponentially expand programs and audiences. For example, the Art Museum collaborated with Clyfford Still Museum on *Modern Masters: 20<sup>th</sup> Century Icons* from the Albright Knox Gallery. The Museum of Nature and Science worked with the Mexican Cultural Center to put on the most well-attended *Dia del Nino* celebration in the nation. DCPA teamed with the Colorado Symphony Orchestra and Youth on Record to establish the

Creative Classroom Collaborative, a program designed to afford at-risk students the opportunity to hone their writing skills and transform their words into a public performance. The Zoo supported the Butterfly Pavilion with their application for accreditation from the Association of Zoos and Aquariums (AZA). The Gardens manages a CSArt program with the Boulder Museum of Contemporary Art, a butterfly house at Chatfield with the Butterfly Pavilion and a legendary concert series with Swallow Hill Music.

The combined work of our institutions has brought the international spotlight to Colorado. The Denver Center is the nation's largest non-profit theater organization, entertaining nearly 800,000 guests at 43 productions. DAM is the 8th most attended encyclopedic art museum in the country. The Denver Museum of Nature & Science has one of the largest membership bases among natural history organizations in the U.S., averaging 62,000 member households at any given time. The Denver Zoo won the AZA's 2014 Education Award, having served 215,000 students and offered \$200,000 in scholarship funds. The Gardens was the most visited public garden in North America in 2014 with over 1.4 million visitors, including nearly 160,000 from other countries. Collectively we reached an audience of several hundred million through media outreach.

SCFD's support for these five institutions has meant that citizens – across all seven SCFD counties – have access to the rare, the extraordinary in each of our fields. Though metro Denver ranks as the 21st largest metropolitan area in America, our citizens can enjoy experiences previously reserved for the world's mega-cities. Beyond the educational and inspirational value we offer, we amplify Colorado's brand and bring substantial economic benefit.

We appreciate the opportunity to come before you each year to summarize the past and project the future. More than anything, we appreciate the singular power of SCFD to enrich the lives of our communities and pledge to you our continued best efforts to honor the opportunities afforded us.

And finally, we extend to you our respect for the leadership role you play in the necessary task of SCFD reauthorization. As the Committee's recommendation emerged, resulting in a drop in the Tier I percentage, many on our Boards and staff were concerned.

In the end though, and as it was for the Committee, we came to the conclusion that this is and must be about the greater good. We strive to keep our eyes on the big picture. You have our support for the Committee's recommendations and our pledge to work diligently until the job is completed in November 2016.

Following the statement each panel member gave a six minute presentation on his specific organization:

Denver Botanic Gardens - Brian Vogt, CEO

Denver Museum of Nature and Science - George Sparks, President and CEO

The Denver Center for the Performing Arts – Scott Shiller, Chairman and CEO

Denver Zoo – Denny O'Malley, Outgoing Board Chairman, on behalf of Shannon Block, President and CEO

Denver Art Museum - Christoph Heinrich, Frederick and Jan Mayer Director

The Board thanked the CEOs for everything their organizations provide to the community. The Board proceeded to ask a variety of questions regarding attendance, marketing, outreach into communities, innovation, engagement with populations of color and access.

### **Resolution 15-11 Pertaining to 2015 Tier I Formula and Discretionary Funds Distribution**

Dan Hopkins read the resolution. Kathy Kucsan motioned to approve Resolution 15-11 Pertaining to 2015 Tier I Distributions. Rob Johnson seconded. The motion to accept the resolution passed.

## **5. Reports**

### **5.1 Treasurer**

Hal Logan reported that the March 2015 SCFD sales and use tax revenue was \$4,641,220.25. The 2015 year-to-date (YTD) sales and use tax revenue is \$12,651,670.10. This compares to YTD 2014 revenue of \$11,654,837.84. The variance is \$996,832.26, an 8.55% increase in YTD 2015 over YTD 2014.

## **5.2 Chairman**

Dan Hopkins said a few words in memory of former Board member Joseph Arcese and asked the audience for a moment of silence.

## **5.3 Executive Director**

Peg Long asked the Board to consider a logo modification request from Lakewood Arts Council. A paint brush was added to Popsicle's paws. Rob Johnson reported the logo modification does meet the logo policy requirements. The Board approved the modification.

## **6. Public Comment**

Dan Hopkins opened the floor to public comment. He asked people to keep their comments to three minutes. He requested only one person per organization speak. The following people spoke:

Pat Steadman - Colorado Senator

Jim Gunning - City of Lone Tree, Mayor

Daniel Ritchie - Denver Center for the Performing Arts

Kelly Brough - Denver Metro Chamber

Wendy Littlepage - Denver Museum of Miniatures Dolls and Toys

Don Eberle - Denver County Cultural Council

Cindy Domenico - Boulder County Commissioner

Tony Garcia - Su Teatro Theatre

Linda Carol - Denver Firefighters Museum

Carol McCasland - Denver Zoo, volunteer

Bob Murphy - City of Lakewood, Mayor

Jay Seller - Think 360 Arts

Robert McCullough - St. Martin's Chamber Choir

Judy Karty - Denver Zoo, volunteer

Kathy Brantigan - Denver Brass

Susan Honstein - Louisville Art Association

Jane Potts - CAST3

Donna Smith - Denver Resident

Greg Vigil - Denver Resident

Tammy VerCauteren - Rocky Mountain Bird Observatory

Elaine Mariner - Town of Parker Cultural Department

Deborah Jordy - Colorado Business Committee for the Arts

Mike Yankovich - Children's Museum of Denver

## **7. Board Discussion of 2015 Task Force Report Recommendations**

Karla Raines, Corona Insights, facilitated the conversation. Steve Wilson, Mizel Arts and Culture Center, reviewed several slides related to the tax levy recommendation and provided insight into Task Force discussions. Elaine Torres and Shepard Nevel, who served on the task force, provided additional insight.

Shepard Nevel motioned to approve Resolution 15-12 Pertaining to Statutory changes Pursuant to Renewal. Kathy Imel seconded. Following discussion the resolution was amended to include only the following sections:

- Section 1. To update statutory language to exclude the ability of Tier II's to apply for Tier III funding.
- Section 2. To allow maximum of two SCFD eligible organizations per local government Tax Identification Number (TIN) or Federal Employer Identification Number (FEIN).
- Section 3. To redefine cultural and scientific facilities in statute to allow broader, more flexible eligibility categories that uphold original statutory intent while providing flexibility to adjust for future changes and ways of serving and engaging the public.
- Section 4. To update statutory language to state that county cultural council members may consider financial and organizational capacity in funding decisions.
- Section 5. To modify the Tier II threshold adjustment factor by using trailing two-year CPI.
- Section 6. To modify the Tier II Intra-Tier distribution formula by adding free attendance and give the board the discretion to determine the weighting of the three factors (paid attendance, free attendance, revenue) and reduce the time period the board is bound to the change from five years to two years.

- Section 7. To modify Tier I intra-tier percentages per the agreement among the organizations.
- Section 8. To increase the SCFD administrative percentage from .75 per cent to 1.5 per cent.

The motion to adopt the resolution as amended passed unanimously.

The Board asked that each of the remaining sections be presented as individually numbered resolutions.

Peggy Lehmann motioned to approve Resolution 15-13 Pertaining to Statutory Changes Pursuant to Renewal: To add to Tier II eligibility criteria a regional service requirement as defined in board policy. Rob Johnson seconded. The motion to adopt the resolution passed.

Shepard Nevel motioned to approve Resolution 15-14 Pertaining to Statutory Changes Pursuant to Renewal: To modify the tax levy percentage allocations among tiers to 64/22/14 up to \$38 million and 57/26/17 above \$38 million. Elaine D. Torres seconded. The motion to adopt the resolution passed 10 to 1.

Hal Logan motioned to approve Resolution 15-15 Pertaining to Statutory Changes Pursuant to Renewal: To modify SCFD Tier II and Tier III eligibility requirements to increase years of existence serving the public as a 501(c)(3) from 5 to 7 years for Tier II and from 3 to 5 years for Tier III, and to grandfather in currently eligible organizations. Lynn Jeffers seconded. The motion to adopt the resolution passed 10 to 1.

Elaine D. Torres motioned to approve Resolution 15-XX Pertaining to Statutory changes Pursuant to Renewal: To add the requirement of an annual operating income threshold of \$25,000 or 10 years of existence serving the public as a 501(c)(3) to Tier III eligibility criteria. Hal Logan seconded. The motion to adopt the resolution failed 0 to 11, with all board members voting against adoption.

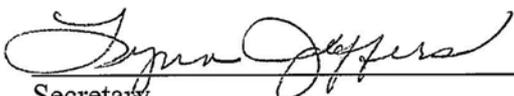
Shepard Nevel introduced a clarifying resolution, Resolution 15-16 Pertaining to the Tier II Distribution Formula. Kathy Kucsan motioned to approve Resolution 15-16 Pertaining to the Tier II Distribution Formula:

- Section 1. To modify the language of C.R.S. §32-13-107(3)(b)(II)(A) as follows:  
A distribution of moneys pursuant to subparagraph (I) of this paragraph (b) may be based upon a formula to be applied annually that considers the weight assigned to annual operating income, audited paid attendance and documented free attendance.
- Section 2. To modify the language of C.R.S. §32-13-107(3)(b)(II)(B) as follows:  
Such determination by the board of the weight to be assigned to any of these factors shall be binding on the board and may be modified every two years thereafter.

Kathy Imel seconded. The motion to adopt the resolution passed unanimously.

## **8. Adjournment**

Dan Hopkins thanked everyone who engaged in this inclusive and transparent multi-year reauthorization input process. He thanked Karla Raines for her work throughout the process. Lynn Jeffers thanked everyone in the audience for staying for the entire meeting. The meeting was adjourned at 4:20 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

June 25, 2015

1:00 pm

### Ken Caryl Ranch Metropolitan District Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Peggy Lehmann, Elaine D. Torres, Shepard Nevel, Kathryn Spuhler, Rob Johnson, Kathy Imel and Damon O. Barry

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey and Office Systems Administrator Sheila Mieger

#### **1. Introductions and Approval of Agenda**

Dan Hopkins called the meeting to order at 1pm followed by introductions. A quorum was present. The agenda was approved.

Melissa Daruna, Recreation Supervisor, at Ken Caryl Ranch welcomed everyone. She shared that their SCFD funding is used to bring live music and entertainment to the south Jefferson County area at various special events. They host three "Music a La Mode" Concerts with live bands, free ice cream and swimming for the public. She invited everyone to come to their 4th of July Pool Party and Concert with more live music, food vendors, face painting, pool games and swimming.

#### **2. Approval of May 28, 2015 Board Minutes**

Shepard Nevel motioned to approve the minutes. Lynn Jeffers seconded. Motion to accept the minutes passed.

#### **3. Fiscal Year 2014 Audit Report and Resolution**

Mark Elmshouser, auditor with CliftonLarsonAllen highlighted key points. He thanked staff for the clean process. There were no misstatements that impacted the organization nor were there any issues with internal controls of the organization. Revenue was up 10%. Interest income was about half of the previous year. 2014 was the final year of election cost recovery. Expenses increased primarily due to legal fees. Mark explained the fund balance breakdown. In 2015, an accounting standard related to PERA changed. PERA liability will need to be recorded in financial documents beginning next year. Dan thanked staff and Mark for all the work on the audit.

Hal Logan read the resolution. Kathy Kucsan motioned to approve Resolution 15-17: Pertaining to Acceptance and Approval of the Fiscal Year 2014 Audit. Peggy Lehmann seconded. Motion to accept the resolution passed.

#### **4. Reports**

##### **4.1 Treasurer**

Hal Logan reported the April 2015 SCFD sales and use tax revenue was \$4,361,467.45. The 2015 year-to-date (YTD) sales and use tax revenue is \$17,013,137.55. This compares to YTD 2014 revenue of \$15,822,661.83. The variance is \$1,190,475.72 a 7.52% increase in YTD 2015 over YTD 2014. SCFD has also renewed its CD at Mid-First Bank (formerly Steele Street Bank and Trust) for another year at .40%.

##### **4.2 Chairman**

Dan Hopkins invited Kathryn Spuhler to give an update on the Teen Council. Kathryn turned the floor over to Kate Lubotsky, Teen Council Youth Leader. She reported the council has started visiting organizations. They created t-shirts. They are having discussions with Tier II organizations to develop a plan to work with them. They are planning to attend a Leadership Conference retreat. They are also working on content for a page on the SCFD website. Finally they are working to expand the group through an application process. The Council is currently comprised of eight people, a minimum of one per county. Once the application is done SCFD staff will help

advertise this volunteer opportunity. Elaine D. Torres asked what has been the best thing Kate has learned so far. Kate replied she has learned how to get people to open up regarding their thoughts. Elaine encouraged the Teen Council to consider the diversity of the group as they expand. Kathy Kucsan offered to introduce the Teen Council to organizations including the Boulder County Cultural Council.

#### **4.3 Executive Director**

Peg Long reported the Tier II Qualification deadline was May 29. Twenty eight organizations submitted applications. All qualified. The Art Students League is new to the Tier this year. Organizations will be notified as to their SCFD 2015 budgeted projected distributions so they can complete their Certification reports.

#### **5. Public Comment**

- Kathy Spuhler invited public comment on the proposed discretionary fund resolution.
- George Sparks, Denver Museum of Nature and Science, commented that he is not sure it serves a purpose. It is more of an administrative task than a method for encouraging particular outcomes.
- Steve Wilson, Scientific and Cultural Collaborative (SCC), reported the SCC uses the Tier II Discretionary funds allocation to set dues amounts. If the Board were to adopt a resolution in which discretionary funds were not separated from general operating funds the SCC could easily adapt. SCC would change the wording to 5% of SCFD award goes to SCC instead of discretionary funds.
- Patrick Tennyson, Butterfly Pavilion, stated that many years ago there seemed to be a more meaningful use of the funds. It does feel more administrative at this time.
- John Bunting, Jefferson County Cultural Council, said the Council makes no distinction between general operating and discretionary funds..
- Shannon Block, Denver Zoo, reported that whatever the Board decides would make no difference to their operations. They would continue doing the things the discretionary funds were set aside for in any event.

#### **6. Other Matters**

##### **6.1 Resolution 15-18 Pertaining to Extension of June 2018 Sunset Provision**

Peg presented a history of past sunset dates. Since 2011, the Board has been considering the extension of SCFD from June 2018 for either another 12 or 16 years. She said if the proposed increase to the administration budget is approved by the legislature, SCFD should be able to cover the election costs for the next election regardless if it is in 12 or 16 years. Board members expressed concerns over changing demographics, public awareness and Tier growth as reasons to extend the tax for 12 years rather than 16.

Shepard Nevel motioned to approve Resolution 15-18: Pertaining to Extension of the June 2018 Sunset Provision. This resolution would extend the tax to 2030. Kathryn Spuhler seconded. Motion to accept the resolution passed.

##### **6.2 Resolution 15-19 Pertaining to Board Discretionary Funds Provision**

Peg gave a brief history of the issue and outlined the possible results of the options presented. 15-19A would delete the discretionary language from the statute. All the funds would be given out as general operating support. 15-19B allows the Board to reduce the discretionary to 0%. This change would need to be in place for a minimum of five years to comply with statutory requirements. The third option is to make no changes. If the Board were to remove discretionary language or reduce it to zero, Peg encouraged the Board to add a question to the certification reports highlighting an area the Board would like to see organizations focus on or improve upon. The Board had a lengthy discussion considering these options that included the Board's role to oversee the use of the funds.

Damon O. Barry motioned to approve Resolution 15-19B: Pertaining to Board Discretionary Funds Provision. Rob Johnson seconded. This resolution would reduce discretionary fund percentage to 0 for five years, distributing all revenue as general operating support. Motion to adopt the resolution passed. Kathryn Spuhler abstained.

### **7. Honoring Shepard Nevel**

Shepard Nevel served two terms, i.e., six years, on the SCFD Board. His term expired due to term limits. The Board read a proclamation honoring him. Dan Hopkins invited Board members to share their thanks. Many of the Board members shared reasons they will miss Shepard including his grace and humor, advice, intelligent insight, diplomatic skills, sensitive and kind nature, articulate language, legal mind, word-smithing abilities and friendship.

Shepard thanked everyone. He said that it has been an easy board to serve on with a mission that is compelling while having impact on economics, education, and most importantly the soul and mind. He said that in addition to working with a great board he has enjoyed working with the staff and committed talented leaders within our organizations.

### **8. Adjournment**

The meeting was adjourned at 3:00 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

July 23, 2015

1:00 pm

### Colorado Chautauqua Association Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Elaine D. Torres, Rob Johnson, Kathryn Spuhler, Kathy Imel, Councilwoman Kendra Black, and Peggy Lehmann

**SCFD Board members not present:** Damon O. Barry

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Associate Iris Gregg

#### **1. Introductions and Approval of Agenda**

Dan Hopkins called the meeting to order at 1:02 pm followed by introductions. A quorum was present, and the agenda was approved.

Susan Connelly, Executive Director of Colorado Chautauqua Association welcomed everyone. Chautauqua is in its 117<sup>th</sup> season. Susan invited everyone to walk around the grounds after the meeting and look at the interpretive signage, cottages, and historic dining hall.

#### **2. Oath of Office**

Dan Hopkins swore in Peggy Lehmann, Governor's appointee, to her first term. Peggy Lehmann served five years on the Board as the Denver County appointee and is now being welcomed as a Governor's Appointee.

Dan Hopkins swore in Councilwoman Kendra Black, Denver County Appointee, to her first term. Kendra was sworn in on Monday to the Denver City Council.

#### **3. Approval of June 25, 2015 Board Minutes**

Rob Johnson motioned to approve the minutes. Lynn Jeffers seconded. Motion to accept the minutes passed.

#### **4. Reports**

##### **4.1 Treasurer**

Hal Logan reported that the May 2015 SCFD sales and use tax revenue was \$4,524,271.58. The 2015 year-to-date (YTD) sales and use tax revenue is \$21,537,409.13. This compares to YTD 2014 revenue of \$20,147,261.16. The variance is \$1,390,147.97 a 6.89% increase in YTD 2015 over YTD 2014.

##### **4.2 Chairman**

Dan Hopkins reported he attended the Public Awareness Committee meeting on July 21st. They had a guest speaker, Mark Turner, from the Colorado Nonprofit Association. He shared what organizations can and can't do regarding lobbying and election campaigns. The committee will consider the best way to get this information out to SCFD-funded organizations. The committee was formed in 2011 with the Board outlining goals in 2012 including rebranding and creating a tool kit that could be scaled for use by organizations of all sizes. The committee exceeded the Board expectations for the group. It was meant to help our organizations ramp up public awareness prior to the campaign, which it has done. Therefore, the committee will be going on hiatus after the October 2015 meeting.

Dan and Peg attended a CATZ meeting July 21. They are working on developing a campaign website and other campaign materials. The actual campaign begins next year.

He has also been meeting with various newspaper reporters regarding reauthorization.

Dan reported that SCFD is short-staffed at this time for various reasons including staff on extended leave and budgetary constraints. Peg introduced Iris Gregg, Program Associate. She started on July 6, 2015. Peg provided more detail as to the reasons SCFD is short-staffed and an estimate of what is needed for operations to be fully functional. Hal shared that perhaps donated funds could address some operational needs until an increase in SCFD's administrative share of the sales tax revenue can be secured. He is currently researching various possibilities. Kathy Spuhler asked how much money will need to be raised. Hal replied about \$50,000.

#### **4.3 Executive Director**

Peg Long stated that last month Kate Lubotsky reported on activities of the Teen Council, including plans to attend a leadership conference retreat in August. Peg has conferred with SCFD legal counsel regarding the status of the group. Until the group presents a formal proposal to the SCFD Board for its consideration regarding activities or a relationship with the council, the teen council is not an officially sanctioned SCFD group. SCFD legal counsel will prepare a waiver of liability form for parents of the teen council participants to sign for the upcoming retreat.

#### **5. Presentation of Certification Report of Scientific & Cultural Collaborative (SCC)**

Michelle Nierling reported on the programming of the SCC.

The Board asked a few of questions regarding SCC programs and administration. The Board asked if there is accessibility to the school list if you are not a member and how many Tier II's are full members.

#### **6. Tier II Certification Reports**

A representative from each organization spoke for three minutes highlighting their organization, followed by five minutes of Board questions.

Colorado Chautauqua Association-Susan Connelly, Executive Director

Central City Opera-Pat Pearce, General and Artistic Director

Wings Over the Rockies-Mark Hyatt, COO

Swallow Hill Music Association-Paul Lhevine, CEO

Rocky Mountain Bird Observatory-Tammy VerCauteren, Executive Director

Colorado Music Festival and Center for Musical Arts-Andrew Bradford, Executive Director

Cherry Creek Arts Festival-Chris Stevens, President and CEO

Clyfford Still Museum-Dean Sobel, Director

eTown-Nick Forster, Founder and CEO

Arvada Center for Arts and Humanities- Philip Sneed, Executive Director

Colorado Railroad Museum-Donald Tallman, Executive Director

Hudson Gardens-Richard Meredith, Executive Director

Town of Parker Cultural Department-Elaine Mariner, Cultural Director

The Board members thanked the organizations for their service to the community. The Board asked a variety of questions including tracking attendance figures. The board also asked about the education outreach that they plan for the coming year. They also inquired about locations for outreach and where their patrons are coming from in relation to each organization's home county. Board members inquired about transportation needs for patrons and how this is being accommodated. The board asked about maintaining facilities and the issues associated with that. What youth age range do you accommodate? The board inquired about the long range plans for the organizations. What percentage of income is fee-based revenue? What communities are being served with the funds received? The board expressed concerns about staffing and budget changes as well as concerns with some organizations being close to the Tier II qualifying income threshold. The board inquired about festival attendance and how that is actually calculated, as well as how revenue is generated if attendance is free at festivals. Board members commended organizations on new partnerships. The board asked for more explanation regarding pilot programs and expected growth. Board members expressed thanks for inclusiveness, outreach, and collaboration.

The board asked about continuing funding from cities or other local government and the percentage that they are funding.

**7. Resolution 15-20: Pertaining to Adopting an Amended and Restated Public Records Policy to the Inspection, Retention and Disposal of Public Records**

This resolution reflects legislative amendments made to the Public Records Act which need to be adopted as board policy.

Kathryn Spuhler asked if any of the changes affect the day-to-day operations of the SCFD. Changes are minor reported Peg, such as the hourly rate for doing research has increased. Because board members do not have SCFD email addresses, some communications from personal devices such as smart phones and computer may be subject to public inspection.

Rob Johnson motioned to approve Resolution 15-20: Pertaining to Adopting an Amended and Restated Public Records Policy to the Inspection, Retention and Disposal of Public Records. Lynn Jeffers seconded. The motion passed.

**8. Other matters**

Kathryn Spuhler spoke about the towns of Larkspur and Castle Rock in Douglas which are outside the SCFD and efforts they may initiate to be included in the SCFD. Peg responded that the statute contains language for an inclusion process but the current deadline for that is 2017 so we may want to add an extension of that deadline to our SCFD bill.

**9. Public Comment**

There was no public comment.

**10. Adjournment**

The meeting was adjourned at 3:25 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

August 27, 2015

1:00 pm

Lone Tree Arts Center

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Councilwoman Kendra Black, Peggy Lehmann, Elaine D. Torres, Rob Johnson, Kathy Imel, Kathryn Spuhler and Damon O. Barry

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Associate Iris Gregg and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1pm followed by introductions. A quorum was present and the agenda was approved.

Lisa Rigby Peterson, Executive Director, welcomed the Board and Tier II colleagues to Lone Tree Arts Center.

### 2. Approval of July 23, 2015 Board Minutes

Kathy Kucsan motioned to approve the minutes. Kathryn Spuhler seconded. Motion to accept the minutes passed.

### 3. Reports

#### 3.1 Treasurer

Hal Logan reported the June 2015 SCFD sales and use tax revenue was \$4,759,032.24. The 2015 year-to-date (YTD) sales and use tax revenue is \$26,296,441.37. This compares to YTD 2014 revenue of \$24,630,964.55. The variance is \$1,665,476.82 a 6.76% increase in YTD 2015 over YTD 2014.

#### Resolution 15-21 Pertaining to Amending 2015 Budget

Hal Logan presented and read Resolution 15-21: Pertaining to Amending 2015 Budget. The amendments to the budget allow for the hiring of an additional staff person. Kendra Black motioned for approval. Rob Johnson seconded. The motion to accept the resolution passed. Dan Hopkins thanked Hal for his leadership on this project.

#### 3.2 Chairman

Dan Hopkins mentioned CATZ has received a number of resolutions in support of the SCFD Board, the reauthorization process and the Task Force recommendations including from Denver Mayor Hancock, South Metro Denver Chamber and Cherry Hills Village.

#### 3.3 Executive Director

Peg Long read a letter of support for the Board's reauthorization process from Chris Adams, President of Engaged Public. Engaged Public conducted the first phase of the reauthorization process.

She distributed a hard copy of the 2014 annual report to Board members.

Peg mentioned she met with the bill drafter and lobbyist to layout a schedule for getting the bill written.

### 4. Resolution 15-22 Pertaining to Honoring Diane Newcom

The Board read Resolution 15-22: Pertaining Honoring Diane Newcom. Peggy Lehmann motioned for approval. Lynn Jeffers seconded. The motion to accept the resolution passed. Diane thanked the Board and expressed how proud she is to have been part of the Colorado Children's Chorale and the SCFD Community.

### 5. Tier II Certification Reports

A representative from each organization spoke for three minutes highlighting their organization followed by Board questions.

Lone Tree Arts Center, Lisa Rigsby Peterson, Executive Director  
Colorado Children's Chorale, Meg Steitz, Incoming Executive Director  
Butterfly Pavilion, Patrick Tennyson, President and CEO  
Denver Film Society, Tom Botelho, Executive Director  
Colorado Mountain Club, Scott Robson, Executive Director  
Aurora Cultural Services Division, Debra A Collins, Senior Management Analyst  
Opera Colorado, Greg Carpenter, General Director  
Colorado Ballet, Mark Hough, Managing Director  
Children's Museum of Denver, Mike Yankovich, President and CEO  
Lakewood Heritage, Culture and the Arts, Michelle Nierling, Manager  
Mizel Museum, Melanie Pearlman, Executive Director  
Colorado Symphony, Christina Carlson, Vice President of Development  
Mizel Arts and Culture Center, Steve Wilson, Executive Artistic Director  
Art Students League of Denver, Rachel Basye, Executive Director  
Museum of Contemporary Art Denver, Adam Lerner, Director and Chief Animator

The Board members thanked the organizations for their service to the community. Board members asked a variety of questions including the types of schools served, financial health, tracking attendance, board management, collaborations and details on programming.

**Resolution 15-23 Pertaining to Organizations Qualifying for 2015 Tier II Formula and Discretionary Funding** - Dan Hopkins read the resolution. Damon O. Barry motioned for approval. Hal Logan seconded. The motion to accept the resolution passed.

#### **6. Public Comment**

A number of people spoke on behalf of FACE (Friends of Arts & Cultural Equity):

- Brian Colonna, Buntport Theatre, spoke regarding the resolution FACE is asking people to support.
- Robert Nunez, Parker Symphony and Denver Concert Band, spoke regarding the organizations that are supporting the FACE resolution.
- Erin Rollman, Buntport Theatre, spoke about the growth of organizations.
- Stella Yu, Friends of Art Street, spoke about the diversity at Tier III.
- Jena Dickey, Young Voices of Colorado, spoke about building strong voter support.
- Susan Honstein, FACE Chair, asked the Board to consider changing SCFD allocations over the years 2018-2030 resulting in 50% for the Tier I organizations, 30% for the Tier II organizations and 20% for the Tier III organizations.

Dan Hopkins told the group if they submit in writing a plan detailing how their proposal would work the Board would read it. Similar ideas presented by FACE were considered by the Board prior to accepting the Task Force recommendations.

James McNamee, Douglas County resident, encouraged the Board to think outside the box and do something that has not been done in the past, fund the smaller organizations at a greater level.

#### **7. Adjournment**

The meeting was adjourned at 4pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

September 24, 2015

1:00 pm

Denver Zoo

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Elaine D. Torres, Rob Johnson, Kathryn Spuhler, Councilwoman Kendra Black, Peggy Lehmann, Damon O. Barry and Kathy Imel

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy McCamey, Program Associate Iris Gregg and Office Systems Administrator Sheila Mieger

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1:10 pm followed by introductions. A quorum was present and the agenda was approved.

Andrew Rowan, Government Affairs & Special Projects Manager, welcomed the Board to the Denver Zoo. In 2016 the Denver Zoo will be celebrating its 120th year of existence. Last year they welcomed over two million visitors, 350,000 of them enjoyed the Denver Zoo for free. The Denver Zoo employs 300 full-time employees. The baby lion cubs are not yet on display. Andrew encouraged the Board and audience to stay after the meeting to enjoy the Lego animal sculptures throughout the grounds.

### 2. Approval of August 27, 2015 Board Minutes

Kathryn Spuhler motioned to approve the minutes. Rob Johnson seconded. Motion passed.

### 3. 2016 SCFD Budget

Peg Long reported:

- Projected 2016 revenue of \$54,500,000 will yield \$408,750 for administrative operations.
- This revenue does not take into account additional revenue that could result if the requested increase in the administrative allocation is approved by the legislature.
- The projected 2016 operating expenses are \$676,000, excluding projected election costs of approximately \$1 million. (Election costs are costs billed to SCFD by county clerks for a proportional share of such costs as printing and mailing ballots, election judges and polling equipment, etc.)
- The actual 2016 election costs would be deducted from the sales and use tax revenue received.
- As in the past seven fiscal years, interest rates remain at 0%. There is potential for an increase in 2016.

Hal Logan said the budget presented is prudent. Peg has sent the required legal notice to the Denver Post. The budget is available for public review and comment for the next 30 days at the SCFD office. The Board will vote on the 2016 budget at the October meeting.

### 4. Reports

#### 4.1 Treasurer

Hal Logan reported the July 2015 SCFD sales and use tax revenue was \$4,708,521.49. The 2015 year-to-date (YTD) sales and use tax revenue is \$31,004,962.86. This compares to YTD 2014 revenue of \$29,069,106.20. The variance is \$1,935,856.66, a 6.66% increase in YTD 2015 over YTD 2014.

#### 4.2 Chairman

Dan Hopkins thanked Nancy McCamey, Iris Gregg and Sheila Mieger for managing the office while Peg Long was out of the office.

He announced the nominating committee to suggest 2016 officers. Rob Johnson will chair the committee and will be assisted by Peggy Lehmann, and Kathryn Spuhler. He encouraged all Board members to provide feedback. The committee will present a proposed slate of officers at the October meeting. The Board will vote on 2016 officers at the November meeting.

Dan alerted the Board and audience that the location for the October Board meeting will be changed. He has invited FACE to present its funding allocation model and will possibly invite others that have submitted models that differ from what the Board approved. Thus, a larger venue is needed. Once a location has been confirmed, staff will notify the Board and public.

Dan invited Kathryn Spuhler to speak about SCFD Educators Night and the SCFD Teen Council. Kathryn reported that the September 21, 2015 Educators Night hosted by Denver Museum of Nature and Science (DMNS) was a success. A total of 67 SCFD funded organizations participated, and 3,926 educators and guests registered to attend. Steve Wilson, Co-chair Scientific and Cultural Collaborative (SCC), said the evening brought together organizations from all three Tiers. SCC helped sponsor the event and plans to do so again next year. George Sparks, CEO of DMNS, said the museum has been presenting educator nights for years. This was the first year they invited other organizations to participate. He said it is wonderful how much you get back when you collaborate. Kathy Kucsan said the evening made her proud to be part of the SCFD. Kathy Imel reported the organizations she spoke with were pleased with the school contacts they made.

The SCFD Teen Council met on September 20th at Mizel Arts and Cultural Center. Each member of the Council is planning to reach out to their respective Board member and County Cultural Council. They also elected officers and assigned each member to a particular SCFD discipline. Their next meeting will be November 4, 2016.

#### **4.3 Executive Director**

Peg Long reported September 11th was the deadline for submission of eligibility applications. 31 applications were submitted.

Jessica Kato will be back from her three-month maternity leave on September 28th.

#### **5. Tier III 2015 Distributions**

Nancy McCamey presented a Power Point highlighting Tier III 2015 funding statistics.

- 246 organizations submitted applications that were accepted, compared to 242 in 2014
- 8 applications were not accepted due to being late or incomplete (2 more than 2014)
- 538 total grant requests (both GOS & Project) – 7 more than 2014
- A total of 240 unique organizations were funded in 2015 (2 more than 2014)
- 62.5% of applicants applied in a single county- 37.5% applied in multiple counties (multi-county up 3% over 2014)
- Average Tier III Revenue was \$239,559 and Expenses were \$228,208
- Average SCFD award was 17% of Budget

She concluded her presentation with a reminder that the cultural councils are integral to the Tier III grant process which couldn't occur without their dedication and service.

County Cultural Council members presented highlights from their county and guidelines.

Kathy Imel, Adams County Board member, presented on behalf of the Council

Kirk Baetman, Arapahoe County Chair

Travis LaBerge, Boulder County Chair

Devon Shaft, Broomfield County Vice-Chair

Dan Regan, Denver County Chair

Dan Dertz, Douglas County Public Outreach and Assistant Supervisor, presented on behalf of the Council

John Bunting, Jefferson County Chair

Board members asked each Council member specific questions regarding his/her county. All councils reported how they arrived at their funding decisions and if they were anticipating any changes to their guidelines in the next year. Denver and Douglas counties funded some organizations above their requested amounts. Both representatives explained they had more money to give than requests. If a Council did not fund a particular organization, the Board asked the reasoning. The Board thanked Council members for their time and dedication.

**Resolution 15-24 Pertaining to Distribution of Tier III Formula and Discretionary Funds**

The Board read the resolution. Damon O. Barry motioned to approve Resolution 15-24: Pertaining to Distribution of 2015 Tier III Formula & Discretionary Funds. Rob Johnson seconded. The motion passed.

**6. Public Comment**

Jane Potts asked if the Tier III power point would be posted on the SCFD website. Sheila Mieger said it would not but she could contact the office for a copy.

Lisa Rigsby Peterson, Executive Director of the Lone Tree Arts Center, reported the Lone Tree City Council approved the CATZ resolution in support of reauthorization.

Wrenn Combs, Executive Director of Boulder Ballet, thanked the Board and the County Cultural Councils for their support. She shared that Boulder Ballet was awarded funding from five counties in 2015.

**7. Adjournment**

The meeting was adjourned at 2:30 pm.

  
Secretary

## SCFD BOARD OF DIRECTORS MEETING

October 22 2015

1:00 pm

Butterfly Pavilion

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Elaine D. Torres, Rob Johnson, Kathy Imel, Councilwoman Kendra Black, Peggy Lehmann, Damon O. Barry via conference call and Kathryn Spuhler via Skype

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy M. Sarka, Program Manager Jessica Kato, Program Associate Iris Gregg, Program Assistant Clara Nulty and Office Systems Administrator Sheila Mieger

**2015 SCFD Reauthorization Task Force members present:** Kristy Bassuener, Susan Beyda, Susan Connelly, Karen Douglass, Jim Harrington, Andrea Malcomb, Dave Montez, Shepard Nevel, Michelle Nierling, Lisa Rigsby Peterson, Deven Shaff, Rhetta Shead, George Sparks, Elaine D. Torres, Steve Wilson

**Task Force Members absent:** Tony Garcia, Dan Ritchie, Gary Steuer

### 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1:05 pm followed by introductions. A quorum was present and the agenda was approved.

Patrick Tennyson President and CEO of the Butterfly Pavilion welcomed everyone. The mission of the Butterfly Pavilion is to foster an appreciation of invertebrates while educating the public about the importance of conservation of threatened habitats in the tropics and around the world.

### 2. Approval of September 24, 2015 Board Minutes

Kendra Black motioned to approve the minutes. Kathy Imel seconded. Motion passed.

### 3. 2015 Year to Date Budget Report

Peg Long reported revenue is higher than budgeted. She did not recommend the Board consider any changes to the 2015 budget at this time.

### 4. Proposed 2016 Budget

Dan Hopkins opened the meeting for public comment regarding the 2016 Budget. No one commented. Dan asked Peg Long if she received any public comments prior to the meeting. Peg reported she did not.

### Resolution 15-25 Pertaining to Expenditures and Revenue for the General and Expendable Trust Funds and Adopting the 2016 Budget

Hal Logan read the resolution. Kathy Kucsan motioned to approve Resolution 15-25 Pertaining to Expenditures and Revenue for the General and Expendable Trust Funds and Adopting the 2016 Budget. Rob Johnson seconded. The motion passed.

### 5. Reports

#### 5.1 Treasurer

Hal Logan reported the August 2015 SCFD sales and use tax revenue was \$4,736,083.80. The 2015 year-to-date (YTD) sales and use tax revenue is \$35,741,046.66. This compares to YTD 2014 revenue of \$33,569,310.28. The variance is \$2,171,736.38 a 6.47% increase in YTD 2015 over YTD 2014.

#### 5.2 Chairman

Dan Hopkins reminded Board members of the acceptance of Resolution 15-19 Pertaining to Distribution of Statutory Discretionary Funds Pursuant to C.R.S. §32-13-107(3) that the Board approved. The adoption of this resolution requires that, commencing in 2016 and continuing for a period of at least five years thereafter, and until

such time as the SCFD Board of Directors exercises its authority to do otherwise, the Board shall distribute, as general operating support, one hundred percent of the tax revenue received to scientific and cultural facilities that meet the qualification requirements. Instead of specifically requiring funds be used for discretionary uses the Board wanted to identify a specific area it would like to highlight. Prior to the November meeting of the Board, Peg Long will distribute ideas of possible questions to ask the Tier I and Tier II organizations on the certification reports. Dan encouraged Board members and organizations to send ideas to Peg.

Dan thanked everyone who served on the Public Awareness Committee over the past four years. He said they accomplished more than the Board originally charged them with. Highlights of the work accomplished are the creation and promotion of the Public Awareness Tool Kit and upgrades to the website allowing people to search eligible organizations. The committee will be suspended until after the election.

### **5.3 Executive Director**

Peg Long reported Clara Nulty joined the SCFD staff October 1, 2015 as a part-time Program Assistant. The 2016 Tier III final grant report form has been completed and is available to organizations. Reminders to file final grant reports and dates for 2016 grant workshops were included with the Tier III checks distributed this month. Staff continues to process applications for eligibility. Locations for the 2016 Board of Directors meetings have been identified. Board members received a schedule in their packet.

### **5.4 Nominating Committee**

Rob Johnson, chair of the committee, reported that the nominating committee, which also included Kathryn Spuhler and Peggy Lehmann, is recommending that the current slate of officers continue in their same roles in 2016. Dan Hopkins - Chair; Kathy Kucsan - Vice Chair; Hal Logan - Treasurer and Lynn Jeffers - Secretary. The Board will vote on 2016 officers at the November 19th meeting. Dan Hopkins encouraged any Board members that wish to serve to let Peg Long know.

## **6. Other Matters**

### **6.1 Summary of Task Force Process**

Lisa Rigsby Peterson, Executive Director of Lone Tree Arts Center and a member of the Task Force presented who served on the Task Force and summary of how the process worked.

Steve Wilson, Executive Artistic Director of Mizel Arts and Cultural Center and a member of the Task Force presented the changes to the tax levies the Tax Force presented to the Board in April and that the Board adopted in May: Modify the tax levy percentage allocations among tiers to 64/22/14 up to \$38 million and 57/26/17 above \$38 million.

### **6.2 Presentations by Proponents of Alternate Tax Levy Proposals**

**Radich Proposal** - Antony Radich could not attend the Board meeting and requested that his proposal not be presented by anyone else. Dan Hopkins asked if any Board members had questions regarding the Radich proposal for dividing the funds between the tiers evenly, 33/33/33. No one did. Mr. Hopkins asked that if any board member had questions to let Peg know and she would relay them to Mr. Radich.

**Colorado Symphony Orchestra Proposal** - Jerry Kern, Chief Executive Officer, and Coreen Miller, Chief Financial Officer of the Colorado Symphony Orchestra presented. They spoke on the dilution of Tier II. They recommended each time a Tier III organization enters Tier II during the period of time covered by the upcoming reauthorization, 75.4% of the funds allocated to the new Tier II organization would come collectively from Tier I, and 24.6% of the funds allocated to the new Tier II organization would come collectively from Tier II.

**Friends of Arts and Cultural Equity (FACE)** - Susan Honstein, Former Chair of the Louisville Cultural Council, and President of FACE and Erin Rollman, Company Member of Buntport Theatre and Vice President of

FACE delivered the presentation. They recommended that the tax levies gradually be changed to 50/30/20 by 2030.

Following each of the proposals Board members and SCFD Reauthorization Task Force members asked questions and dialogued with the presenters.

### **6.3 Presentation by Citizens for Arts to Zoo (CATZ)**

James Harrington, member of the Task Force and Chair of CATZ, presented how much money each Tier is estimated to receive if the Board does not change the adopted Task Force proposal. He also shared several slides that compared the two tax levy allocation proposals with the board-adopted formula. He recommended that the Board not adopt any of the proposed alternate levy changes.

Cathey McClain Finlon, member of CATZ, presented the support CATZ has for the current statutory changes.

### **6.4. Public Comment**

Dan Hopkins opened the floor to public comment. He asked people to keep their comments to three minutes. The following people spoke:

Deb Gardner - Boulder County Commissioner

Patrick Tennyson - Butterfly Pavilion

Mark Addison - Former SCFD Board member from Boulder County

Debbie Ellerman - Boulder County Cultural Council

Jena Dickey - Young Voices of Colorado

Jane Potts - CAST3 and FACE

Jennifer Strand - Louisville Cultural Council

Hannah Duggan - Buntport Theatre

Donna Smith - Denver Ballet Theatre

Mark Davidson - Colorado Business Committee for the Arts

### **6.5 Reauthorization Task Force and Board Discussion**

Dan Hopkins asked the Task Force if they heard anything in the proposals that would make them consider changing their proposal to the Board. They said they had not and didn't wish to change their proposal. Kendra Black asked the Tier IIs on the Task force to weigh in on the Symphony proposal. Both Steve Wilson and Lisa Rigsby Peterson confirmed the Task Force recommendations. Peggy Lehmann thanked the Symphony and FACE for the discussion and their concerns. She also thanked them for their time and effort. Elaine D. Torres stated she wished there was a magic spot that would make every Tier happy. Unfortunately there is not. The Task Force-recommended changes do demonstrate considerable progress and compromise. Dan Hopkins said the Board would be addressing the Tier II formula in the near future. He asked that the Symphony be part of the discussion when it takes place. Dan asked the Board how they wished to proceed. Elaine D. Torres motioned to affirm the decision the Board made in May and support the Task Force allocation recommendations presented in April. Hal Logan seconded. The motion passed.

### **7. Adjournment**

The meeting was adjourned at 4:30 pm.



Secretary

# SCFD BOARD OF DIRECTORS MEETING

November 19, 2015

1:00 pm

Colorado Ballet

Meeting Minutes

**SCFD Board members present:** Chair Dan Hopkins, Vice-Chair Kathy Kucsan, Treasurer Hal Logan, Secretary Lynn Jeffers, Elaine D. Torres, Rob Johnson, Kathy Imel, Councilwoman Kendra Black, Peggy Lehmann, Damon O. Barry and Kathryn Spuhler

**SCFD staff present:** Executive Director Peg Long, Senior Program Manager Nancy M. Sarka, Program Manager Jessica Kato, Program Associate Iris Gregg, Program Assistant Clara Nulty and Office Systems Administrator Sheila Mieger

## 1. Introductions and Approval of Agenda

Dan Hopkins called the meeting to order at 1:07 pm followed by introductions. A quorum was present and the agenda was approved.

Gil Boggs, Artistic Director of the Colorado Ballet, welcomed the Board.

## 2. Approval of October 22, 2015 Board Minutes

Kendra Black motioned to approve the minutes. Kathy Imel seconded. Motion passed.

## 5. Reports

### 5.1 Treasurer

Kathy Kucsan reported on behalf of Hal Logan that the September 2015 SCFD sales and use tax revenue was \$4,841,246.18. The 2015 year-to-date (YTD) sales and use tax revenue is \$40,582,292.84. This compares to YTD 2014 revenue of \$38,216,889.60. The variance is \$2,365,403.24 a 6.19% increase in YTD 2015 over YTD 2014.

### 5.2 Chairman

Dan Hopkins reported the SCFD Board would not be meeting in December. He then asked Kathy Spuhler and the SCFD Teen Council to present. Kate Lubotsky and Christina Rudolph gave an update on the Council's activities. They asked for formal recognition of the Council so that they can recruit more members and engage in more official activities. They also asked the Board for administrative support such as printing flyers, social media and hosting a Teen Council page on the SCFD website. Kathy Kucsan motioned to formally recognize the SCFD Teen Council as part of the Public Awareness Council. Damon Barry seconded. Motion passed.

#### 5.2.1 December Board Meeting

Dan Hopkins reported that, as scheduled, there will not be a December Board Meeting.

### 5.3 Executive Director

Peg Long reported the SCFD office would be closed November 26-27, 2015.

## 6. Resolution 15-26: Pertaining to Honoring Susan Connelly

Kathy Kucsan introduced Susan Connelly and highlighted her work specifically with the Board. The Board introduced and passed Resolution 15-26: Pertaining Honoring Susan Connelly on her retirement from Colorado Chautauqua Association.

## 7. Resolution 15-27: Pertaining to Honoring Alice Lee Main

Dan Hopkins introduced Alice Lee Main and her contributions to the City of Aurora. The Board introduced and passed Resolution 15-27: Pertaining Honoring Alice Lee Main on her retirement from the City of Aurora.

## 8. Other Matters (new/old business)

### 8.1 Election of 2016 Officers

Rob Johnson, chair of the committee, reported that the Nominating Committee, which also included Kathryn Spuhler and Peggy Lehmann, contacted each of the current slate of officers for their agreement to continue their positions for 2016. All officers agreed. Dan motioned to close nominations and except nominated slate. Peggy Lehman seconded. Motion passed.

### **8.2 Discussion/Selection of Board Priority Issues for 2016 Certification Reports**

Based on feedback from SCFD board members, Peg Long identified several potential priority issues to be addressed in the Tier I and II 2016 certification reports. The topics included inclusiveness and diversity, leadership transition plans, organizational stability and regional service. She thanked Malik Robinson, who was unable to attend, for his insight and introduced three organizations that are currently modeling inclusivity. Garrett Ammon talked about Wonderbound's new location and the impact it has had on the organization becoming more inclusive towards the homeless community. Lisa Rigsby-Peterson spoke about Lone Tree Arts Center's sensory-friendly programming, as well as programming geared towards seniors and children. Denver Art Museum staff spoke about programming and marketing geared towards overcoming cultural and language barriers, memory challenges, and visual impairment. Peg Long recommended that the Board adopt question 1 on diversity and inclusivity and question 4 on regional service. Kathy Spuhler motioned. Damon Barry seconded. Motion passed. Questions addressing these two areas of board concern will be added to the 2016 certification reports for Tier I and II organizations.

### **9. Public comment**

Dan Hopkins opened the floor to public comment. The following people spoke:

Rachel Cain, Former Denver County Cultural Council

Chrissy Deal, Former Denver County Cultural Council

Tony Garcia, Su Teatro

Jeanette Trujillo, Fiesta Colorado

Steve Wilson, MACC and SCC

Damon Barry expressed that diversity is very important to the Board and the board is working on broadening diversity and inclusiveness within its capabilities.

### **9. Adjournment**

The meeting was adjourned at 3:50pm.



Secretary