

SCFD BOARD OF DIRECTORS MEETING
February 27, 2020
1:00 p.m.
Colorado Conservatory of Dance
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Treasurer Ann Speer, Lynn Jeffers, Carlos Martinez, and Deborah Malden

SCFD Board members present via phone: Gino Greco, Marcela de la Mar, and Jake Zambrano

SCFD Board members not present: Ray Gonzales, Secretary Kathy Nesbitt

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Heather Porter, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitechi

SCFD staff not present: Program Manager Dana Manyothane

1. Introduction and Approval of Agenda

Chairman Jack Finlaw called the meeting to order at 1:02 p.m., followed by introductions. A quorum was present.

2. Welcome by Colorado Conservatory of Dance

Julia Wilkinson Manley, Artistic Director of Colorado Conservatory of Dance (CCD), welcomed the board, staff and the public. She spoke on the history of CCD, community outreach and their ballet school. Richard Cowden, Executive Director of CCD, informed the board that their education programming has doubled, they now offer three after school ballet opportunities and have provided sensory sensitive performances. Lastly, Rich informed the board that next year CCD will reach 30,000 students due to SCFD funding.

3. Review & Approval of Agenda

Carlos Martinez motioned to approve the agenda. Deborah Malden seconded. Motion to accept the agenda passed.

4. Approval of November 19, 2019 Board Meeting Minutes

Carlos Martinez inquired about the outcome of the discussion in the November meeting regarding the Guiding Principles for Board Members. The board members further discussed what the intended purpose should be. Chairman Jack Finlaw announced that the Guiding Principles for Board Members document will be on the April 23, 2020 agenda for further discussion and a final determination. Lynn Jeffers motioned to approve the minutes from the November 19, 2019 meeting. Carlos Martinez seconded. Motion to accept the minutes passed.

5. Oath of Office: Deborah Malden, Boulder County Appointee

Chairman Jack Finlaw swore in Deborah Malden, Boulder County Appointee, to her second 3-year term.

6. Presentation: Patrick Tennyson, CEO, Butterfly Pavilion

Patrick Tennyson, CEO of Butterfly Pavilion, thanked the board for their support and provided information and updates on their impact as well as their forthcoming plans. Butterfly Pavilion serves more than 350,000 visitors per year and reaches 60,000 students through their educational programs. Patrick also provided updates on their global efforts in areas such as Mongolia and Nepal. The need for growth stimulates their capital campaign, a project that will increase their capacity from 34,000 square feet to 81,000 square feet. This new space will include a “Science City” where there will be a pollinator district, a public library, a linear park, and a k-12 STEM school. The conceptual design phase will be completed early 2020 and the new space will be opening in 2024.

7. Approval of Public Meeting Notices

7.1 Resolution 20-01: Pertaining to Posting of Public Meeting Notices

Deborah Malden motioned to approve the Resolution 20-01: Pertaining to Posting of Public Meeting Notices. Lynn Jeffers seconded. Motion to approve the resolution passed.

8. 2019 Final Distribution

8.1 Resolution 20-02: Pertaining to Adjustment of the Appropriation and Distribution of 2019 Revenue Collected

Chairman Jack Finlaw read Resolution 20-02: Pertaining to Adjustment of the Appropriation and Distribution of 2019 Revenue Collected. Lynn Jeffers motioned to approve the resolution. Marcela de la Mar seconded. Motion to approve the resolution passed.

9. Reports

9.1 Treasurer

Ann Speer reported the December 2019 SCFD sales and use tax revenue was \$6,485,678.24. This is the first time in SCFD’s history where monthly revenue topped \$6 Million. This brings the total Fiscal Year (FY) 2019 sales and use tax revenue is \$66,140,000.64. This compares to FY 2018 revenue of \$63,071,740.10. The variance is \$3,068,260.54, which is a 4.86% increase in FY 2019 over FY 2018. Ann Speer also thanked the Lakewood Cultural Center and Broomfield Veterans Museum for hosting the SCFD Teen Council. The Denver Zoo and Denver Museum of Nature & Science will host the Teen Council in June 2020.

9.2 Chairman

Jack Finlaw announced that Lynn Jeffers has completed her second 3-year term on the SCFD board and thanked her for her time and service. SCFD Board members Deborah Malden, Ann Speer, Carlos Martinez, and Councilwoman Kendra Black thanked Lynn for her preparedness, thoughtfulness, and active involvement in the community. Karen Gerrity, Nederland Town Administrator; Rob

Johnson, former SCFD board member; Deven Shaff, City and County of Broomfield Council member; Susan Crawford, Broomfield Cultural Council member; Steve Wilson, co-chair of the Collaborative and Executive Artistic Director of Mizel Arts and Culture Center; Rusty Collins, Broomfield Library and Cultural Affairs; Peggy Day, Director of Strategic Projects; Jannett Matusiak, Director of the Collaborative; Jessica Kato, SCFD Deputy Director; and Deborah Jordy, SCFD Executive Director, recognized Lynn for her active engagement in Broomfield County and the SCFD district as a whole.

9.3 Executive Director

Deborah Jordy announced to the board and the public that the FY 2019 sales and use tax revenue of \$66,140,000.64 was the highest collected in the history of SCFD. She informed the board that the board portal is now live on the website and will hold materials including monthly board packet, important annual events, annual calendar, past prior years minutes and resolutions from 2012 to present and the board notebook. She also announced that she has testified in support of HB 1223, The Rural Arts Grants Program, which will allow for the Creative Industries Division of the Colorado Office of Economic Development and International Trade (OEDIT) to provide grants to rural artists and arts and cultural 501c3 organizations. She also testified in support of HB 1018, Multilingual Ballot hotline, that would require county clerk and recorders of certain counties to provide multilingual ballot access. Deborah also notified the board that due to the sheer volume of grants that are submitted on the deadline day SCFD staff will not review nor allow organizations to correct any errors or omissions on deadline dates. Lastly, she announced updates regarding upcoming SCFD events. The SCFD Day at the Capitol will be on April 21, 2020 and will have a greater focus on science, the award nomination forms for the SCFD Community Celebration & Awards will open on May 1, 2020, and the SCFD Open House has been rescheduled to May 15, 4:00-7:00, 2020. Jessica Kato, SCFD Deputy Director, announced to the board that a search for a new grants management system was undertaken due to the inefficiency of the current system. After speaking with six companies, SCFD signed a contract with Fluxx Grant Management Software with anticipation of building the new system in Spring. Lastly, Jessica informed the board that seven organizations missed the Final Grant Report Deadline and will be unable to apply for funding in the 2020 cycle. Kendal Zimmermann, Program Manager, provided updates on the completed Eligibility process. 10 organizations have been deemed eligible from a total of 22 processed applications. A few reasons for ineligibility include not meeting the primary purpose requirement and not having organizational/financial capacity. The new organizations reside in Arapahoe, Boulder, Denver, Douglas, and Jefferson Counties.

9.3.1 SCFD Communications Update- Michele Ames

Michele Ames notified the board that SCFD has hired a Social Media Firm to help with building a friendly and approachable voice on many social media platforms. The targeted audience for the campaign will be supporters of the arts and SCFD, Legislators, SCFD partners and parents over the age of 35.

Lastly, she informed the board she will provide metrics to show the progress of the campaign.

10. Other Matters (new/old business)

None

11. Public Comment

Jannett Matusiak, Director of the Collaborative of the SCFD announced that the Alliance grant is open for schools in Douglas, Arapahoe, and Broomfield Counties and the deadline for teachers to apply is April 17, 2020.

12. Adjournment

The meeting adjourned at 3:08 pm.

SCFD BOARD OF DIRECTORS MEETING

March 19, 2020

9:00 a.m.

Zoom Webinar Meeting

Meeting Minutes

SCFD Board members present via phone: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Gino Greco, Marcela de la Mar, Deborah Malden, and Jake Zambrano

SCFD Board members not present: Secretary Kathy Nesbitt and Carlos Martinez

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, and Office Manager Joyce Chitechi

1. Introduction and Quorum

Chairman Jack Finlaw called the meeting to order at 9:12 a.m., followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Vice-chair Councilwoman Kendra Black motioned to approve the agenda. Marcela de la Mar seconded. Motion to accept the agenda passed.

3. Oath of Office: Suzanne Crawford, Broomfield County Appointee

Chairman Jack Finlaw swore in Suzanne Crawford, the new Broomfield County Appointee, to her first 3-year term.

4. Declaration of Emergency

Chairman Jack Finlaw informed the board that because of the spread of Covid-19 and its effects on cultural organizations SCFD has moved forward and submitted a declaration of Emergency with each of the seven counties. The goal is to provide emergency state funding to impacted SCFD organizations in need.

4.1 Resolution 20-03: Pertaining to the Extension of Declaration of Local Disaster Emergency

Jack Finlaw read Resolution 20-03: Pertaining to the Extension of Declaration of Local Disaster Emergency. Gino Greco motioned to approve the resolution. Treasurer Ann Speer seconded. Motion to approve the resolution passed.

5. Reports

5.1 Treasurer

Ann Speer reported the January 2020 SCFD sales and use tax revenue was \$4,950,059.00. The 2019 year-to-date (YTD) sales and use tax revenue was \$4,676,973.54. The variance is \$273,085.46, a 5.84% increase in YTD 2020 over YTD 2019. She also informed that board that the Teen Council had to cancel their event at the Broomfield Veterans Museum due to Covid-19.

5.2 Chairman

Jack Finlaw announced that the revenue will be closely monitored in the face of Covid-19.

5.3 Executive Director

Deborah Jordy thanked the SCFD staff for their flexibility and hard work during the busy grant season. She informed the board that she is on the Governor's Emergency Recovery Cabinet which also includes several leaders in the business community. She is also in communications with Philanthropy Colorado and corporate foundations both locally and nationally regarding the disruption. Deborah informed the board that Deputy Director Jessica Kato and she are looking at adjustments to the budget. She also announced that she is making calls to the organizations to check in with them due to the uncertainty brought on by Covid-19. Deborah also provided updates regarding the Tier III grant process. After consideration and discussion with counties, SCFD will not be asking for 2019 funds back if an organization is unable to complete their programming. The program managers are also working with counties regarding cancelling interviews and creating new processes moving forward. Deborah announced that the website has changed to include information on resources for organizations affected by Covid-19.

6. Other Matters (new/old business)

None.

7. Public Comment

None.

8. Adjournment

The meeting adjourned at 9:48 am.

A handwritten signature in cursive script, appearing to read "Jack Finlaw", is written over a horizontal line.

Chairman

SCFD BOARD OF DIRECTORS MEETING

April 23, 2020

1:00 p.m.

Zoom Virtual Meeting

Meeting Minutes

SCFD Board members present via phone: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Gino Greco, Marcela de la Mar, Carlos Martinez, Deborah Malden, and Jake Zambrano

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitechi

SCFD staff not present: Program Manager Heather Porter

1. Introduction and Quorum

Chairman Jack Finlaw called the meeting to order at 1:03 p.m., followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Deborah Malden motioned to approve the agenda. Carlos Martinez seconded. Motion to accept the agenda passed.

3. Approval of February 27 & March 19, 2020 Board Meeting Minutes

Vice-chair Councilwoman Kendra Black motioned to approve the February 27 & March 19, 2020 Board Meeting Minutes. Secretary Kathy Nesbitt seconded. Motion to accept the minutes passed.

4. Resolution 20-04: Pertaining to 2020 Tier III Budgeted Distribution

Chairman Jack Finlaw read Resolution 20-04: Pertaining to 2020 Tier III Budgeted Distribution. Deborah Malden motioned to approve the resolution. Treasurer Ann Speer Seconded. Motion to approve the resolution passed.

5. Reports

5.1 Treasurer

The February 2020 SCFD sales and use tax revenue was \$4,849,751.01 The 2020 year-to-date (YTD) sales and use tax revenue is \$9,799,810.01 This compares to YTD 2019 sales and use tax revenue of \$9,332,881.52. The variance is \$466,928.49, a 5.00% increase in YTD 2020 over YTD 2019. Ann Speer informed the board that the SCFD Teen Council will meet on Sunday, April 26, 2020 to celebrate the graduating seniors.

5.2 Chairman

5.2.1 Resolution 20-05: Pertaining to the Extension of Declaration of Local Disaster Emergency

Gino Greco motioned to approve Resolution 20-05: Pertaining to the Extension of Declaration of Local Disaster Emergency. Treasurer Ann Speer

seconded. Motion to approve the resolution passed.

5.3 Executive Director

Deborah Jordy thanked the board and the staff for all their hard work. She also informed the board that the 2020 Audit is underway and going well. Deputy Director Jessica Kato updated the board on the Tier I Certification and changes made to the Tier II and Tier III processes. Due to COVID-19, the deadline for Tier II Qualification has been pushed to June 26, 2020, and all Tier III in-person interviews have been cancelled. Jessica Kato also recognized the organizations for their response and evolution in the wake of COVID-19. Deborah Jordy thanked Jannett Matusiak, Director of The Collaborative of the SCFD, for all her work in creating virtual roundtable discussions regarding responses to COVID-19. In partnership with the Colorado Office of Economic Development and International Trade (OEDIT) there will be two webinars, Surviving COVID-19 and Dissolving and Merging Cultural Organizations on April 29 and May 1, respectively. She also thanked Michele Ames, SCFD Communications Consultant, for her work on social media platforms as engagement has increased. Jessica Kato and Deborah Jordy fielded questions regarding changes to Tier II, Payroll Protection Program (PPP), and virtual attendance. Lastly, Deborah recognized Peggy Day as she is retiring from the Denver Museum of Nature & Science (DMNS). She thanked Peggy for her work and leadership in the community and in her time at DMNS.

5.3.1 Amended 2020 SCFD Annual Budget

Treasurer Ann Speer informed the board that due to COVID-19, amendments have been made to the 2020 SCFD Annual Budget. Executive Director Deborah Jordy also informed the board of the reduced costs such as canceling the Engage Empower Connect (EEC) Summit and SCFD Day at the Capitol. The amended 2020 SCFD Annual Budget will be posted on the SCFD website for the public and will be voted on at the May SCFD Board Meeting.

6. Other Matters (new/old business)

None.

7. Public Comment

Ray Gonzales informed the board of Adams County's response to COVID-19. Adams County has raised relief funds for businesses and mortgage assistance and will increase testing of people who are experiencing homelessness. Lastly, he mentioned that Adams County will be extending their stay-at-home order to May 8, 2020. Jannett Matusiak, Director of The Collaborative of the SCFD, announced that the grant deadline for the Alliance Project Grant has been extended to May 28, 2020. The grant is for a team of interdisciplinary teachers and is open to Arapahoe, Broomfield, and Douglas Counties.

8. Adjournment

The meeting adjourned at 2:03 pm.

Kathy Nesbitt

Secretary

SCFD BOARD OF DIRECTORS
MEETING
May 28, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present via phone: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt, Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Gino Greco, Marcela de la Mar, Carlos Martinez, Deborah Malden, and Jake Zambrano

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitechi

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:05 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Vice-chair Councilwoman Kendra Black motioned to approve the agenda. Secretary Kathy Nesbitt seconded. Motion to accept the agenda passed.

3. Approval of April 23, 2020 Board Meeting Minutes

Secretary Kathy Nesbitt motioned to approve the April 23, 2020 Board meeting minutes. Treasurer Ann Speer Seconded. Motion to accept the minutes passed.

4. Reports

4.1 Treasurer

Ann Speer reported the March 2020 SCFD sales and use tax revenue was \$4,437,062.41. The 2020 year-to-date (YTD) sales and use tax revenue is \$14,236,872.42 This compares to YTD 2019 sales and use tax revenue of \$14,605,956.56. The variance is (\$369,084.14), a 2.53% decrease in YTD 2020 over YTD 2019.

4.2 Chairman

Jack Finlaw thanked the staff for all their efforts while working remotely from home. He also thanked the staff for all the creative ways they are undertaking to support SCFD organizations.

4.3 Executive Director

Deborah Jordy informed the board that the SCFD Audit is well underway and the field work is completed. The audit will be presented to the board at the next board meeting. She also announced that the SCFD staff is analyzing the results of the COVID-19 survey data collected from SCFD funded organizations. Deborah thanked the SCFD organizations for their innovative work as well as their optimism. Lastly, she informed the board that Colorado Creative Industries, Colorado Office of Film, Television & Media, and The Collaborative of the SCFD have partnered to create webinars regarding COVID-19. These webinars have provided resources to connect SCFD organizations, the state, and the public.

4.3.1 Resolution 20-06: Pertaining to the Fiscal Year 2020 Amended SCFD Budget

Chairman Jack Finlaw informed the board that the amended budget reflects a 30% reduction in the budget considering the economic downturn. The amended budget may be changed in the future depending on economic trends. Executive Director Deborah Jordy fielded questions regarding the timing of the amended budget. Ray Gonzales motioned to approve Resolution 20-06: Pertaining to the Fiscal Year 2020 Amended SCFD Budget. Carlos Martinez seconded. Motion to approve the resolution passed.

5. Tier I 2020 Distribution Certification

Brian Vogt, CEO of Denver Botanic Gardens read the annual joint statement from the Tier I CEO's:

Looking back at 2019, it's safe to say that 2020 bears little if any resemblance to a year that saw expansion in every category for the SCFD Tier 1 institutions – visitation, access, engagement, and facilities. The “19” that tags along as the qualifier for the virus that has made an indelible mark on 2020 is a memento nobody wanted to bring into the new year.

But there are other, more enduring and defining elements of 2019 to celebrate and remember during these difficult times, as they speak more to our future than to this challenging moment.

Expanding access to arts, culture, and science remains the unifying mission of the Denver Art Museum, Denver Center for the Performing Arts, Denver Zoo, Denver Museum of Nature & Science, and Denver Botanic Gardens.

Collectively, we welcomed more than 7.3 million people onsite in 2019 – more than 3 million of these admissions either free or at a reduced rate. Beyond our walls, we engaged with audiences in all seven counties of the SCFD.

Education was a driver for much of this engagement. A testament to this was scholarship programs – each in excess of \$250,000 – offered by both Denver Zoo and Denver Museum of Nature & Science. Combined, our five institutions offered programming for a half-million K-12 students.

Inclusivity and diversity continued to spur innovation and growth. At DCPA, the new Theatre Company artistic director paid homage to all-black settlements in the Oklahoma Territory with an all-African American production of Rodgers and Hammerstein's Oklahoma! IDEA (Inclusivity, Diversity, Equity, and Accessibility) initiatives grown at our institutions were replicated nationally – the American Public Gardens Association, for example, has embraced many of the approaches Denver Botanic Gardens had developed to establish best practices for gardens across the country in removing barriers to engagement.

Denver Art Museum pulled a rabbit out of a hat – again! – with their blockbuster Monet exhibit, curating the most comprehensive U.S. exhibit of Claude Monet's work in more than two decades. DAM and the Gardens both look forward to the day when our expanded exhibit spaces – the Freyer – Newman Center at the Gardens and the DAM's Martin Building renovation – fulfill their goal of engaging new audiences through both art and science.

As we start to re-open to the public, we have the opportunity to reimagine how people can best interact with us. It may be a while before we welcome visitors back in the multiples of millions. But in the meantime, we will work together to create a path forward – to both onsite visitations as well as offsite and online engagement.

5.1 Panel presentation by Tier I CEOs (6 min. per organization)

Following the joint statement, each panel member gave a six-minute presentation on their specific organization:

Denver Botanic Gardens: Brian Vogt, CEO

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

Denver Zoo: Bert Vescolani, President and CEO

Denver Center for Performing Arts: Janice Sinden, CEO

Denver Museum of Nature & Science: George Sparks, President and CEO

The Board thanked the presenters and the organizations for providing extraordinary leadership through this challenging time. The Board proceeded to ask a variety of questions regarding the progression of construction projects, strategies to engage stakeholder groups, PPP loans, and guidance for opening procedures.

5.2 Resolution 20-07: Pertaining to 2020 Tier I Budgeted Funds Distribution

Carlos Martinez motioned to approve Resolution 20-07: Pertaining to 2020 Tier I Budgeted Funds Distribution. Secretary Kathy Nesbitt seconded. Motion to approve the resolution passed.

6. Resolution 20-08: Pertaining to the Extension of Declaration of Local Disaster Emergency

Secretary Kathy Nesbitt motioned to approve Resolution 20-08: Pertaining to the Extension of Declaration of Local Disaster Emergency. Carlos Martinez seconded. Motion to approve the resolution passed.

7. Other Matters (new/old business)

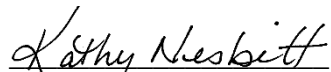
None.

8. Public comment

None.

9. Adjournment

Meeting adjourned at 2:48 p.m.


Secretary

SCFD BOARD OF DIRECTORS
MEETING
July 23, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Suzanne Crawford, Gino Greco, Marcela de la Mar, Carlos Martinez, Deborah Malden, and Jake Zambrano

SCFD Board members not present: Secretary Kathy Nesbitt, Treasurer Ann Speer, Ray Gonzales

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitech

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:05 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Carlos Martinez motioned to approve the agenda. Gino Greco seconded. Motion to accept the agenda passed.

3. Approval of May 28, 2020 Board Meeting Minutes

Vice-chair Councilwoman Kendra Black motioned to approve the May 28, 2020 Board meeting minutes. Marcela de la Mar seconded. Motion to accept the minutes passed.

4. Executive Session for the purpose of receiving legal advice from legal counsel related to the SCFD statute under C.R.S. §24-6-402(4)(f)(I)

Chairman Jack Finlaw read the executive session announcement at 1:17 p.m. The Board moved into Executive Session. The public meeting resumed at 1:51 p.m.

5. Fiscal Year 2019 Audit and Resolution

5.1 Report by SCFD Auditor Adam Pyzdrowski, CPA, CliftonLarsonAllen LLP

Adam Pyzdrowski presented highlights of the audit. There were no disagreements with the management and the SCFD received an unmodified opinion which is the highest level of assurance that can be received. Adam thanked Gloria Nedved, SCFD Accountant, and the SCFD staff for their help in conducting a successful audit. Deborah Jordy

thanked Jessica Kato and Gloria Nedved for their work on the audit. Over the past five years the reserves have been built up and this is a good position given the 2020 Coronavirus pandemic.

5.2 Resolution 20-09: Pertaining to Acceptance and Approval of Fiscal Year 2019 Audit

Gino Greco motioned to accept Resolution 20-09: Pertaining to Acceptance and Approval of Fiscal Year 2019 Audit, Marcela de la Mar seconded. Motion to accept the resolution passed.

6. Reports

6.1 Treasurer

In place of Ann Speer, Vice-Chair Councilwoman Kendra Black reported the May 2020 SCFD sales and use tax revenue was \$5,046,885.75. The 2020 year-to-date (YTD) sales and use tax revenue is \$24,019,360.58. This compares to YTD 2019 sales and use tax revenue of \$25,379,950.35. The variance is (\$1,360,589.77), a 5.36% decrease in YTD 2020 over YTD 2019.

6.2 Chairman

None.

6.3 Executive Director

Deborah Jordy thanked the SCFD team for all their efforts while she was out of the office. She thanked Deputy Director Jessica Kato for her leadership in her absence and thanked the SCFD organizations for their efforts in the community despite the ongoing pandemic.

7. Tier II 2020 Distribution Certification

7.1 Tier II Certification Reports Group 1 (5 min. presentations, 5 min. board questions)

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

The Collaborative of the SCFD
Arvada Center for the Arts and Humanities
Mizel Institute
Lighthouse Writer's Workshop
Central City Opera
Colorado Symphony
Colorado Chautauqua Association
Lakewood Heritage, Culture and the Arts

Jannett Matusiak, Director
Philip Sneed, President/CEO
Melanie Pearlman, President
Michael Henry, Executive Director.
Pat Pearce, General/Artistic Director
Coreen Miller, COO/CFO
Shelly Benford, Executive Director
Michelle Nierling, HCA Manager

Aurora Cultural Services Division
Town of Parker, Cultural Department
Colorado Railroad Museum
eTown
Wings over the Rockies

Deb Collins, Financial Services Supervisor/
Lisa Mumpton, Cultural Supervisor
Carrie Glassburn, Asst. Cultural Director,
Communications
Paul Hammond, Executive Director
Nick Forster, Founder and CEO
John Barry, President/CEO

8. Other Matters (new/old business)

None.

9. Public comment

None.

10. Adjournment

Meeting adjourned at 2:48 p.m.


Vice-chair

SCFD BOARD OF DIRECTORS
MEETING
August 27, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt, Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Marcela de la Mar, Deborah Malden, and Jake Zambrano

SCFD Board members not present: Gino Greco and Carlos Martinez

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitech

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:07 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Motion to accept the agenda passed.

3. Approval of July 23, 2020 Board Meeting Minutes

Motion to accept the minutes passed.

4. Reports

4.1 Treasurer

Ann Speer reported the June 2020 SCFD sales and use tax revenue was \$5,755,131.01. The 2020 year-to-date (YTD) sales and use tax revenue is \$29,774,491.59. This compares to YTD 2019 sales and use tax revenue of \$31,213,049.12. The variance is (\$1,438,557.53), a 4.61% decrease in YTD 2020 over YTD 2019. Chairman Jack Finlaw informed the board and the public that the SCFD FY 2021 budget will be delayed and will be reviewed at the SCFD October meeting. Ann Speer announced that six of the Teen Council members have graduated and four new members have joined.

4.2 Chairman

4.2.1 Proclamation Honoring Steve Wilson

SCFD Board members read the Proclamation Honoring Steve Wilson. Executive Director Deborah Jordy thanked Steve Wilson for his leadership and friendship on behalf of the staff. She then read a letter from Jim Harrington, Chairman, CATZ; George Sparks, President and CEO, Denver Museum on Nature & Science; Councilwoman Kendra Black; Dan Hopkins, former SCFD Board Chairman; Charlotte D'Armond Talbert, former Director, SCC, Patrick Tennyson, Executive Director, Butterfly Pavilion; Mike Yankovich, Executive Director, Children's Museum at Marsico Campus; Peg Long, former Executive Director, SCFD; Jannett Matusiak, Director, the Collaborative of the SCFD; and Michelle Nierling, Manager, Heritage, Culture & The Arts at City of Lakewood thanked Steve for championing the SCFD, bringing together Tier II organizations and working tirelessly to make the Collaborative of the SCFD (formerly the Scientific and Cultural Collaborative) the organization that it is.

4.3 Executive Director

None.

5. Tier II 2020 Distribution Certification

A representative from each organization spoke for five minutes highlighting their organization.

5.1 Tier II Presentations Group 2 (5 min. presentations)

Colorado Ballet	Adam Sexton, Managing Dir. of Advancement
Lone Tree Arts Center	Lisa Rigsby Peterson, Executive Dir.
Mizel Arts and Culture Center	Steve Wilson, Executive Artistic Dir.
Clyfford Still Museum	Dean Sobel, Director
Children's Museum of Denver	Mike Yankovich, President/CEO
Bird Conservancy of the Rockies	Tammy VerCauteren, Executive Dir.
Swallow Hill	Paul Lhevine, CEO
Butterfly Pavilion	Patrick Tennyson, President/CEO
Opera Colorado	Greg Carpenter, General Dir./ Paul Deckard, Managing Dir.
Museum of Contemporary Art Denver	Nora Abrams, Mark G. Falcone Director
Colorado Mountain Club	Keegan Young, Executive Dir.
Denver Film Society	James Mejia, CEO
Cherry Creek Arts Festival	Tara Brickell, Executive Dir./CEO
Colorado Music Festival & Center for Musical Arts	Elizabeth McGuire, Executive Dir.
Colorado Children's Chorale	Meg Steitz, Executive Director
Hudson Gardens and Event Center	Rich Meredith, CEO

Art Students League of Denver
Parlando

Pop Culture Classroom

Longmont Museum

Rachel Basye, Executive Dir.

Travis LaBerge, Executive
Dir./Founder

Adam Kullberg, Interim Executive
Dir./Dir. of Education

Kim Manajek, Director

Chairman Jack Finlaw recognized Dean Sobel for his leadership at the Clyfford Still Museum as he will be stepping down from his role as the Executive Director. Executive Director Deborah Jordy and Vice-Chair Councilwoman Kendra Black thanked Dean Sobel for pioneering Clyfford Still Museum and wished him the best as he takes on a new teaching position at the University of Denver.

5.2 Resolution 20-10: Pertaining to Organizations Qualifying for 2020 Tier II Funds

Secretary Kathy Nesbitt motioned to approve Resolution 20-10: Pertaining to Organizations Qualifying for 2020 Tier II Funds. Vice-Chair Councilwoman Kendra Black seconded. Motion to approve the resolution passed.

6. Other Matters (new/old business)

6.1 Resolution 20-11: Pertaining to the COVID-19 Pandemic and Distribution of Tier II funds in Distribution Year 2021

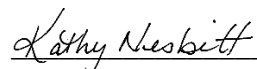
Treasurer Ann Speer motioned to approve Resolution 20-11: Pertaining to the COVID-19 Pandemic and Distribution of Tier II funds in Distribution Year 2021. Secretary Kathy Nesbitt seconded. Motion to approve the resolution passed.

7. Public Comment

Jannett Matusiak, Director, the Collaborative of the SCFD, thanked the Tier II organizations for incorporating DEI into their presentations. She announced that the Collaborative of the SCFD has monthly drop-in Equity, Diversity, Inclusion & Access Roundtable discussions and encouraged the Tier II organizations to join in as DEI is not a checkbox but rather a lens to move forward with.

8. Adjournment

The meeting adjourned at 4:27 p.m.



Secretary

SCFD BOARD OF DIRECTORS
MEETING
September 24, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt, Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Gino Greco, Deborah Malden, Carlos Martinez, and Jake Zambrano

SCFD Board members not present: Marcela de la Mar

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, Program Manager Kendal Zimmermann, and Office Manager Joyce Chitechi

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:04 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Carlos Martinez motioned to approve the agenda. Gino Greco seconded. Motion to accept the agenda passed.

3. Approval of August 27, 2020 Board Meeting Minutes

Deborah Malden motioned to approve the August 27, 2020 Board meeting minutes. Jake Zambrano seconded. Motion to accept the minutes passed.

4. Reports

4.1 Treasurer

Ann Speer reported the July 2020 SCFD sales and use tax revenue was \$5,607,812.90. The 2020 year-to-date (YTD) sales and use tax revenue is \$35,382,304.49. This compares to YTD 2019 sales and use tax revenue of \$36,935,779.02. The variance is (\$1,553,474.53), a 4.21% decrease in YTD 2020 over YTD 2019. Chairman Jack Finlaw informed the board and the public that the SCFD FY 2021 budget will be presented at the SCFD October meeting. Ann Speer announced that five of the Teen Council members have graduated and five new members have joined, making a full council at 17 members.

4.2 Chairman

Jack Finlaw reminded the board and public that the 2021 SCFD Budget being presented at the October Board meeting, will be available for public comment for one month and then approved at the November meeting. He also reminded the board that the extreme decrease in interest revenue will be factored into the 2021 operating budget.

A nominating committee will be put together to present a slate of officers for the upcoming year. If board members are interested in serving on the committee, please let Jack know. He also asked if any board member would like to nominate or self-nominate themselves for an officer position, to please do so. The slate of officers will be presented by the nominating committee at the October meeting, with an official vote to take place at the November meeting.

Finally, Jack introduced a draft letter to be sent from the SCFD board to the county commissioners relating to the District's strong recommendation that cultural councils reflect the diverse demographics of the communities they are serving. The board discussed the meanings of diversity and inclusion. The board agreed that the letter needed language that was intentional and specific to each county. Ray Gonzales motioned that the individual county letters should be approved and sent to the commissioners by the Chair and the board member representing that county. Deborah Malden seconded. Motion to send the letters passed.

4.3 Executive Director

Deborah Jordy reported that staff is wrapping up the Tier III process and thanked the Program Managers for their amazing hard work. She also mentioned that SCFD will continue to support funded organizations as much as possible given our statutory purpose and structure.

She asked Program Manager Heather Porter to give an update on Fluxx, SCFD's new grant management system. Heather informed the board that staff began this process in 2019, thinking of ways to increase efficiencies and optimize processes for grantees, cultural councils, and SCFD staff. Staff researched roughly 80 grant systems, narrowed that list to six, had live demonstrations from four, and decided on Fluxx. We plan to launch the portal, along with multiple training tutorials this winter. Fluxx is a leader in the field, being used by National funders such as the Ford Foundation, MacArthur Foundation, Alfred P. Sloan Foundation, and was just chosen to power the Colorado COVID relief fund through the Colorado Health Foundation. Heather also mentioned that Fluxx offers grantees a free grant management tool to track their own grant cycle and calendars called Fluxx Grantseeker. Heather went on to inform the board that the 2019 annual report is reaching completion and will be presented at the October board meeting.

5. Tier III Distribution

5.1 Tier III Statistics, County Resolutions, and Funding Plans

Program Manager Dana Manyothane presented statistics on the district-wide 2020 Tier III Grant Application process.

- 259 organization submitted applications that were accepted, compared to 260 in 2019
- 4 applications were not accepted due to being late or incomplete
- 619 total grant requests (GOS & Projects)
- Three organizations transitioned from Tier III to Tier II funding

- 58% of applicants applied in a single county. 42% applied in multiple counties

County Cultural Council presentations

County Cultural Council members presented highlights from their county and guidelines for approximately five minutes followed by Board questions.

- Adams County Cultural Council Clarence Colburn
- Arapahoe County Cultural Council Marilyn Cross
- Boulder County Cultural Council Aleta Sherman
- Broomfield County Cultural Council Melodee Rodriguez
- Denver County Cultural Council Will Chan
- Douglas County Cultural Council Larry Perkins
- Jefferson County Cultural Council Leslie Klane

The Board thanked the councils for their services to the community and congratulated them on their accomplishments.

5.2 Resolution 20-12: Pertaining to Distribution of 2020 Tier III Funds

Chairman Jack Finlaw read Resolution 20-12: Pertaining to Distribution of 2020 Tier III Funds. Treasurer Ann Speer motioned to approve the resolution. Suzanne Crawford seconded. Motion to approve the resolution passed.

6. Other Matters (new/old business)

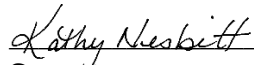
None

7. Public Comment

James Holmes, Executive Director of Cherokee Ranch and Castle thanked the SCFD board, staff, and county cultural council members and Liaisons for their hard work and communications during these difficult times.

8. Adjournment

The meeting adjourned at 2:34 p.m.


Secretary

SCFD BOARD OF DIRECTORS
MEETING
October 22, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt, Treasurer Ann Speer, Ray Gonzales, Marcela de la Mar, Deborah Malden, Carlos Martinez, and Jake Zambrano

SCFD Board members not present: Suzanne Crawford and Gino Greco

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, and Program Manager Kendal Zimmermann

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:03 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Ray Gonzales motioned to approve the agenda. Carlos Martinez seconded. Motion to accept the agenda passed.

3. Approval of September 24, 2020 Board Meeting Minutes

Kathy Nesbitt motioned to approve the September 24, 2020 Board meeting minutes. Councilwoman Kendra Black seconded. Motion to accept the minutes passed.

4. Reports

4.1 Treasurer

Ann Speer reported the August 2020 SCFD sales and use tax revenue was \$5,656,586.46. The 2020 year-to-date (YTD) sales and use tax revenue is \$41,038,890.95. This compares to YTD 2019 sales and use tax revenue of \$42,738,128.09. Good news, the variance is only (\$1,699,237.14), a 3.98% decrease in YTD 2020 over YTD 2019.

4.2 Chairman

4.2.1 Report from the Nominating Committee

Jack Finlaw introduced Councilwoman Kendra Black to give the nominating committee's report. Kendra reported the committee was comprised of Suzanne Crawford, Deborah Malden, Jack Finlaw and herself as Chair. They met in October to review nominations submitted by the board. The 2021 SCFD slate of officers is Gino Greco as Chair, Ray Gonzales as Vice Chair, Marcela de la Mar as Secretary, and Ann Speer as Treasurer. The board will vote on the slate at their November 19, 2020 meeting. Kendra thanked everyone on the committee and those who have stepped up to serve as officers.

Jack also thanked the committee and the board for their engagement and input through the process.

4.3 Executive Director

Deborah Jordy thanked the staff for their hard work, helping organizations, as well as building a new grant management system. She also thanked SCFD funded organizations for their good work and dedication.

4.3.1 2021 Board Meeting Calendar

Deborah presented the 2021 Board Meeting Calendar, noting 9 meetings are scheduled. Kathy Nesbitt motioned to approve the 2021 Board Meeting Calendar. Councilwoman Kendra Black seconded. Motion to accept the calendar passed.

Deborah Jordy then introduced Program Manager Heather Porter to present the SCFD 2019 Annual Report, noting Heather also created the report. Heather walked the board through the report, noting the focus on SCFD's color palette, beautiful photography and bold, single-page magazine style. She also pointed out the huge array and number of organizations SCFD funds, and the magnitude of SCFD's funding and the beautiful diversity of our grantees. It is currently out for translation and both the English and Spanish versions will be on the SCFD website shortly. The board thanked Heather for her amazing work.

5. Proposed FY 2021 Budget

Executive Director Deborah Jordy and Treasurer Ann Speer presented the board with the proposed 2021 budget. Chairman Jack Finlaw announced that the Budget will be available for public review for 30 days. Highlights included:

- Total District revenue budgeted at \$58,000,000
- Projecting significantly lower interest income in response to falling interest rates
- Proposed 6% decrease in expenditures over 2020
- Cuts in almost all line items
- Continued Partnerships with local funders (DITA)
- Grants Management System
- Community Celebration and Rex Morgan Awards
- Projecting deficit of (\$62,332.00)
- 6-month reserve fully funded

Both Ann and Jack thanked staff for their hard work in preparing the budget. Deborah Malden mentioned the importance of regular budget reviews throughout 2021 given the pandemic and the uncertainty it causes. The budget will be voted on at the November 19th board meeting.

6. Other Matters (new/old business)

None

7. Public Comment

Kathy Nesbitt shared she is the Chair of Go Red For Women, the American Heart Association campaign. She wanted to encourage anyone interested to join them for their virtual luncheon on November 20th.

8. Adjournment

The meeting adjourned at 1:36 p.m.

Kathy Nesbitt

Secretary

SCFD BOARD OF DIRECTORS
MEETING
November 19, 2020
Zoom Virtual Meeting
Meeting Minutes

SCFD Board members present: Chair Jack Finlaw, Vice-Chair Councilwoman Kendra Black, Secretary Kathy Nesbitt, Treasurer Ann Speer, Suzanne Crawford, Ray Gonzales, Gino Greco, Deborah Malden, Carlos Martinez, and Jake Zambrano

SCFD Board members not present: Marcela de la Mar

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Manager Dana Manyothane, Program Manager Heather Porter, and Program Manager Kendal Zimmermann

1. Introductions and Quorum Determination

Chairman Jack Finlaw called the meeting to order at 1:02 p.m. followed by introductions. A quorum was present.

2. Review & Approval of Agenda

Kathy Nesbitt motioned to approve the agenda. Carlos Martinez seconded. Motion to accept the agenda passed.

3. Approval of October 22, 2020 Board Meeting Minutes

Kathy Nesbitt motioned to approve the October 22, 2020 board meeting minutes by unanimous consent. Motion to accept the minutes passed.

4. Reports

4.1 Treasurer

Ann Speer reported the September 2020 SCFD sales and use tax revenue was \$5,875,419.32. The 2020 year-to-date (YTD) sales and use tax revenue is \$46,914,310.27. This compares to YTD 2019 sales and use tax revenue of \$48,456,945.45. Good news, the variance is (\$1,542,635.18), a 3.18% decrease in YTD 2020 over YTD 2019.

4.2 Chairman

4.2.1 Report from the Nominating Committee

Jack Finlaw asked Councilwoman Kendra Black to give the nominating committee's report. Kendra reminded the board that at the October 22nd board meeting, the committee presented the 2021 SCFD slate of officers as Gino Greco as Chair, Ray Gonzales as Vice Chair, Marcela de la Mar as Secretary, and Ann Speer as Treasurer. Kathy Nesbitt motioned to accept the slate as presented. Suzanne Crawford seconded. Motion to accept the 2021 slate officers passed.

Jack congratulated the newly elected officers and thanked the outgoing officers.

4.3 Executive Director

Deborah Jordy thanked Jack for his service and leadership as Chair for the past two years. She also thanked the staff and the rest of the board for their hard work and dedication, helping organizations, as well as building a new grant management system.

Deborah discussed with the board the transition from Tier III grant interviews to study sessions. There are many reasons this update in procedure is needed, including efficiency and inclusivity. She reminded the board that the statute gives the district the authority to create rules and procedures and it is important, as we continue to move SCFD's grant practices into the 21st century, that we have district-wide policies that make sense. Dana Manyothane shared that the Broomfield council already made this transition prior to COVID and they felt it was an effortless process and found it refreshing and more informative. Heather Porter also shared that a great number of our funded organizations find interviews intimidating and stressful, and that the councils she works with are in favor of this transition as it will not only help the council, it will be in support of the organizations they fund.

Jack Finlaw thanked the staff for all of the information shared on this topic and agreed that there are some issues around power dynamics with interviews. He went on to say that he felt this was an important step forward in making sure that ALL Tier III organizations feel heard, supported and on the same playing field. Jack then motioned that the board direct that the Tier III grant process eliminate grant interviews and transition to study sessions by in 2021. Suzanne Crawford seconded. Motion passed unanimously.

5. Proposed FY 2021 Budget

5.1 Public Hearing on Budget

There was no public comment, however the board discussed the unassigned reserves that will be used to cover the deficit, as well as how closely the board and staff will be monitoring revenue.

5.2 Resolution 20-13: Pertaining to Fiscal Year 2021 Expenditures and Revenues for General and Expendable Trust Funds and Adopting the 2021 Budget

Chairman Jack Finlaw read Resolution 20-13: Pertaining to Fiscal Year 2021 Expenditures and Revenues for General and Expendable Trust Funds and Adopting the 2021 Budget. Ray Gonzales motioned to approve the resolution. Councilwoman Kendra Black seconded. Motion to approve the resolution passed.

6. Other Matters (new/old business)

Jake Zambrano asked Deborah Jordy if she knew if arts and culture would be included in any future federal stimulus package. Deborah shared that, Bob Lynch, CEO of Americans for the Arts, is chairing the arts and culture policy for the Biden transition team. She feels confident that arts and culture will be included and will keep the board updated. Ray Gonzales asked if the SCFD board

can send a letter to Governor Polis in the light of the legislative special session for COVID relief, urging that some of the stimulus dollars go to arts and culture organizations. Deborah said she would be happy to draft a letter on behalf of the board. Ray motioned that a letter be sent to the Governor highly recommending arts and culture organizations be included in a State stimulus package and signed by all board members. Deborah Malden seconded. Motion passed.

Deborah Malden asked a question regarding the “Save our Stages” bill precluding nonprofit organizations. Deborah Jordy said people in Washington are working on rectifying that and she would keep the board posted.

Ann Speer gave a quick update on the teen council. They have been meeting via Zoom and have decided to highlight organizations and drive people to organization’s websites. Ann will share the teen council’s social media when we reconvene in February.

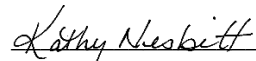
7. Public Comment

Kathy Nesbitt shared she is the Chair of Go Red For Women, the American Heart Association campaign. She wanted to encourage anyone interested to join them for their virtual luncheon tomorrow, November 20th.

Jack also shared that the Bonfils Stanton Foundation award luncheon will be tomorrow as well, and that Marcela de la Mar will be honored.

8. Adjournment

The meeting adjourned at 1:43 p.m.


Secretary