

**SCFD BOARD OF DIRECTORS MEETING**  
**February 25, 2021**  
**1:00 p.m.**  
**Meeting Minutes**

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

**SCFD Board members not present:** Secretary Marcela de la Mar

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

**1. Introduction and Quorum**

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

**2. Review & Approval of Agenda**

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

**3. Approval of November 19, 2020 Board Meeting Minutes**

Suzanne Crawford motioned to approve the minutes from the November 19, 2020 meeting. Deborah Malden seconded. Motion to accept the minutes passed.

**4. Oath of Office: Jake Zambrano, Arapahoe County Appointee**

Chairman Gino Greco swore in Jake Zambrano, Arapahoe County Appointee, to his second 3-year term.

**5. Presentation: Patty Silverstein, Development Research Partners**

Patty Silverstein, President & Chief Economist at Development Research Partners gave a presentation on the 2021 economic outlook, both at a national and state level. The board and public found the information extremely enlightening and thanked her for her time and expertise.

**6. Approval of Public Meeting Notices**

**6.1 Resolution 21-01: Pertaining to Posting of Public Meeting Notices**

Deborah Malden motioned to approve Resolution 21-01: Pertaining to Posting of Public Meeting Notices. Councilwoman Kendra Black seconded. Motion to approve the resolution passed.

**7. 2020 Final Distribution**

**7.1 Resolution 21-02: Pertaining to Adjustment of the Appropriation and Distribution of 2020 Revenue Collected**

Suzanne Crawford motioned to approve the resolution. Councilwoman Kendra Black seconded. Motion to approve the resolution passed.

## **8. Reports**

### **8.1 Treasurer**

Ann Speer reported the December 2020 SCFD sales and use tax revenue was \$6,323,737.40. This brings the total Fiscal Year (FY) 2020 sales and use tax revenue to \$64,314,014.84. This compares to FY 2019 revenue of \$66,140,000.64. The variance is (\$1,825,985.80), which is a 2.76% decrease in FY 2020 over FY 2019. This is a much better reality than was projected last spring. Ann Speer also informed the board that the SCFD Teen Council has a new Instagram address: @scfdteencouncil.

### **8.2 Chairman**

Gino Greco thanked the board for their confidence in his leadership, as well as thanking Jack Finlaw for his time as Chair. Gino also thanked the rest of the outgoing executive team, Councilwomen Kendra Black and Kathy Nesbitt and welcomed the new team, Vice-chair Ray Gonzales, Treasurer Ann Speer, and Secretary Marcela de la Mar. Lastly, he thanked the SCFD staff for being a small but mighty team.

### **8.3 Executive Director**

Deborah Jordy echoed her thanks for the outgoing and incoming executive team. Deborah announced staff is prepping for SCFD's annual audit. She also mentioned that in lieu of Day at the Capitol, SCFD is sending out weekly emails to elected officials with a fun SCFD fact and inspiring videos from our funded organizations.

With the year anniversary of the COVID shutdown approaching, Deborah wanted to share with the board all the work SCFD has done to support the funded organizations and the cultural councils. Many webinars were provided on topics such as PPP loans and business disruption, higher levels of customer service and communications, a new grant system that is more streamlined and less time consuming, converted project funds to GOS, changes to Tier II processes to keep the tier intact, and the elimination of Tier III interviews just to name a few.

Deborah then asked Program Officer Kendal Zimmermann to update the board on 2020 SCFD eligibility. Kendal reminded the board that all organizations must be deemed eligible per statutory criteria before applying for SCFD funds. She informed the board that staff processed 22 applications, nine were deemed eligible, nine were ineligible, and four applications were incomplete. The nine eligible organizations were located in either Arapahoe, Boulder, Denver, Douglas or Jefferson counties.

## **9. Other Matters (new/old business)**

None

## **10. Public Comment**

Jannett Matusiak, Director of the Collaborative of the SCFD announced that the Alliance grant is open for schools in Adams, Boulder, Denver, and Jefferson Counties and the deadline for teachers to apply is May 3, 2021. She also shared the newly launched Collaborative website, <https://collaborativescfd.org/>.

## **11. Adjournment**

The meeting adjourned at 3:02 pm.

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Vice-Chair

## **SCFD BOARD OF DIRECTORS MEETING**

**April 22, 2021**

**1:00 p.m.**

### **Meeting Minutes**

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

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

#### **1. Introduction and Quorum**

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

#### **2. Review & Approval of Agenda**

Agenda was unanimously accepted without objection or revision.

#### **3. Approval of February 25, 2021 Board Meeting Minutes**

Deborah Malden motioned to approve the minutes from the February 25, 2021 meeting. Suzanne Crawford seconded. Motion to accept the minutes passed.

#### **4. Resolution 21-03: Pertaining to 2021 Tier III Budgeted Distribution**

Carlos Martinez motioned to approve Resolution 21-03: Pertaining to 2021 Tier III Budgeted Distribution. Ann Speer seconded. Motion to approve the resolution passed.

#### **5. Reports**

##### **5.1 Treasurer**

Ann Speer reported the February 2021 SCFD sales and use tax revenue was \$4,925,961.00 The 2021 year-to-date (YTD) sales and use tax revenue is \$10,080,623.34 This compares to YTD 2020 sales and use tax revenue of \$9,799,810.01. The variance is \$280,813.33, a 2.87% increase in YTD 2021 over YTD 2020. Ann Speer also informed the board that the SCFD Teen Council is doing amazing things and looking for new applicants.

##### **5.2 Chairman**

Gino Greco reviewed the 2021 board meeting schedule. He informed the board we are looking at a virtual/ in-person hybrid for meetings going forward. If all goes well, hopefully, we can have an in-person meeting in October. The rest of the board had no objections to the strategy. Gino mentioned this hybrid model may be a good way forward into 2022 as well. Gino also informed the board that he and Jack Finlaw conducted Deborah Jordy's 2020 annual performance review. He thanked the board for their feedback in the process and that everyone acknowledged SCFD is fortunate to have an Executive Director like Deborah.

Gino then asked Jake Zambrano to give an overview relative to the City of Aurora. Jake said he and Deborah were invited to present to Aurora City Council's Federal, State, and Intergovernmental Relations committee in regards to a resident's proposal for City of Aurora to leave SCFD. While the city rejected the proposal, it did re-spark a conversation about the need for a performing arts complex for the city.

Finally, Gino thanked the staff for their hard work and read a few emails from appreciative grantee organizations.

### **5.3 Executive Director**

Deborah updated the board on the administrative assistant position search. The job posting has closed and 45 applications were received. The interview process is underway, with plans to have someone start late May.

Deborah continued with several updates for the board:

- Starting June 7<sup>th</sup>, the staff will begin a hybrid work model, with staff working in-person at the office on Tuesdays and Wednesdays.
- The board portal in Fluxx will be available in early May.
- SCFD's annual audit is underway and running smoothly.
- We are planning to partner with Denver Botanic Gardens on a scaled-down version of the Engage, Empower, Connectevent. More information coming soon.
- We are continuing to monitor pandemic impact on the organizations and will consistently analyze and evaluate what SCFD can do to support the cultural community.

### **6. Other Matters (new/old business)**

Vice-chairman Raymond Gonzales informed the board that Adams County will be hosting the NACO (National Association of Counties) 2022 conference at the Gaylord Hotel. He believes it is a wonderful opportunity for us to highlight SCFD and our amazing organizations.

Chairman Gino Greco announced that many board members were interested in revisiting the Board Role/Expectations document worked on in late 2019. He and Deborah Jordy will be discussing next steps.

### **7. Public Comment**


Jannett Matusiak, Director of the Collaborative of the SCFD reminded the board that the Alliance grant is open for schools in Adams, Boulder, Denver, and Jefferson Counties and the deadline for teachers to apply is May 3, 2021.

Kristy Bassuener, Director of Communications and Public Affairs at the Denver Art Museum announced the museum has an opening date for the Martin Building on October 24<sup>th</sup>. There will be many events to celebrate the opening and she thanked the SCFD for its ongoing support.

Lisa Mumpton, Cultural Arts Supervisor for the City of the Aurora gave an update on the programming at the Aurora Fox.

**8. Adjournment**

The meeting adjourned at 1:42 pm.

  
Secretary

**SCFD BOARD OF DIRECTORS  
MEETING  
May 27, 2021  
Zoom Virtual Meeting  
Meeting Minutes**

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

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, and Program Officer Kendal Zimmermann

**SCFD staff absent:** Program Officer Heather Porter

**1. Introductions and Quorum Determination**

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

**2. Review & Approval of Agenda**

Vice-chair Raymond Gonzales motioned to approve the agenda. Kathy Nesbitt seconded. Motion to accept the agenda passed.

**3. Approval of April 22, 2021 Board Meeting Minutes**

Kathy Nesbitt motioned to approve the April 22, 2021 Board meeting minutes. Treasurer Ann Speer seconded. Motion to accept the minutes passed.

**4. Oath of Office**

Chairman Gino Greco informed the board that Governor Polis has re-appointed Jack Finlaw, Kathy Nesbitt, and Marcela de la Mar to a second three-year term. Jacki Cooper Melmed will be replacing Carlos Martinez, as he has been appointed to the History Colorado board. Her first meeting will be in July. Gino also informed the board that this was Councilwoman Kendra Black's final meeting after serving for six years. We will be celebrating both her and Carlos at the July meeting.

Gino then asked Marcela de la Mar, Jack Finlaw, and Kathy Nesbitt to read the oath of office to be sworn in for their second terms.

**5. Reports**

**5.1 Treasurer**

Ann Speer reported the March 2021 SCFD sales and use tax revenue was \$6,063,962.38. The 2021 year-to-date (YTD) sales and use tax revenue is \$16,144,585.72 This compares to YTD 2020 sales and use tax revenue of \$14,236.872.42 The variance is \$1,907,713.30, a 13.40% increase in YTD 2021 over YTD 2020.

While the percentage increase looks large, we believe this is probably a statistical aberration. Please remember this is being compared to the pandemic economy of last year and that we anticipate SCFD revenues to steady to historic trends as the year continues. Over the last several years, SCFD had been experiencing a 3-5% annual increase and the data is telling the hopeful story of that trend returning as the year progresses. Ann also informed the board that the team council is looking for several new members and the application is live on the SCFD website.

## **5.2 Chairman**

Gino Greco did not have a report this month other than the new board appointments.

## **4.3 Executive Director**

Deborah Jordy introduced Arlene Hicks who will be joining the SCFD staff in June as the part-time administrative assistant. We feel very fortunate to have her join the team. She also shared that the SCFD audit is in the final draft process and will be presented at the July board meeting.

# **6. Tier I 2021 Distribution Certification**

## **6.1 Panel presentation by Tier I CEOs (6 min. per organization)**

The leadership from the five organizations gave a six-minute presentation on their specific organization:

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

Denver Botanic Gardens: Brian Vogt, CEO

Denver Zoo: Bert Vescolani, President and CEO

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

Denver Center for Performing Arts: Janice Sinden, CEO

The Board thanked the presenters and the organizations for providing extraordinary leadership through these challenging times. The Board proceeded to ask a variety of questions regarding the progression of construction projects, strategies to engage stakeholder groups, financial and programmatic resiliency, inclusivity initiatives, and reopening procedures.



## **6.2 Resolution 21-04: Pertaining to 2021 Tier I Budgeted Funds Distribution**

Jack Finlaw motioned to approve Resolution 21-04: Pertaining to 2021 Tier I Budgeted Funds Distribution. Suzanne Crawford seconded. Motion to approve the resolution passed.

## **7. Other Matters (new/old business)**

Ann Speer shared an invitation from her company to a night with Leslie Odem Jr. on June 17<sup>th</sup>. If anyone is interested, please email Ann directly.

## **8. Public comment**


Program Officer Dana Manyothane thanked and congratulated the Tier I organizations again for their leadership and everything they do for our community. Deborah Jordy agreed.

Councilwoman Kendra Black thanked all the organizations and, as this is her last board meeting, she looks forward to seeing everyone at all the extraordinary programming around town.

James Mejia, CEO at Denver Film Society thanked SCFD and Tier I leadership for their insight, resources, and collaboration.

## **9. Adjournment**

Meeting adjourned at 2:53 p.m.

  
Secretary

SCFD BOARD OF DIRECTORS  
MEETING  
July 22, 2021  
Zoom Virtual Meeting  
Meeting Minutes

**SCFD Board members present:**, Secretary Marcela de la Mar, Deborah Malden, Jacki Cooper Melmed, Councilwoman Jamie Torres, Jack Finlaw and Jake Zambrano

**SCFD Board members not present:** Chair Gino Greco, Vice-Chair Ray Gonzales, Treasurer Ann Speer, Kathy Nesbitt, Suzanne Crawford

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Kendal Zimmermann, and Administrative Assistant Arlene Hicks

**1. Introductions and Quorum Determination**

Secretary Marcela de la Mar called the meeting to order at 1:07 p.m. followed by introductions. A quorum was present.

**2. Oath of Office**

Secretary Marcela de la Mar announced that Governor Polis appointed Jacki Cooper Melmed to the board and asked her to read the oath of office to be sworn in for her first term.

Secretary Marcela de la Mar announced that Councilwoman Jamie Torres will replace Kendra Black and asked Councilwoman Torres to read the oath of office to be sworn in for her first term.

**3. Review & Approval of Amended Agenda**

Deborah Malden motioned to approve the amended agenda. Councilwoman Jamie Torres seconded. Motion to accept the amended agenda passed.

**4. Approval of May 27, 2021 Board Meeting Minutes**

Jake Zambrano motioned to approve the May 27, 2021 Board meeting minutes. Deborah Malden seconded. Motion to accept the minutes passed.

**5. Reports**

**5.1 Treasurer**

Secretary Marcela de la Mar presented the Treasurer's report.

The May 2021 SCFD sales and use tax revenue was \$6,213,429.86. The 2021 year-to-date (YTD) sales and use tax revenue is \$28,451,051.73. This compares to YTD 2020 sales and use tax revenue of \$24,019,360.58. The variance is \$4,431,691.15, an 18.50% increase in YTD 2021 over YTD 2020.

## **5.2 Chairman**

Secretary Marcela de la Mar thanked departing board members Carlos Martinez and Kendra Black for their service. In gratitude, Carlos Martinez was presented with tickets to Opera Colorado and Kendra Black was presented with tickets to the Denver Film Festival. Gratitude was also expressed by Deborah Jordy, Deborah Malden, Jack Finlaw.

## **5.3 Executive Director**

Deborah Jordy announced staff changes with the addition of Arlene Hicks and the departure of Heather Porter who is joining the Sturm Family Foundation. Deborah also announced the Program Officer job posting position and thanked the staff, Michele Ames and Gloria Nedved for their hard work.

On behalf of Ann Speer, Deborah stated that Teen Council applications are due August 6<sup>th</sup>.

Deborah announced the launch of the SCFD Demographic Survey on July 21, 2021. Almost 500 responses have been received in 24 hours.

## **6. Fiscal Year 2020 Audit and Resolution**

### **6.1 Report by SCFD Auditor Adam Pyzdrowski, CPA, CliftonLarsonAllen LLP**

Adam Pyzdrowski presented highlights of the 2020 audit. SCFD received an unmodified opinion on the financial statements which is the highest level of assurance that can be received. Adam made one verbal recommendation to management for implementation of a formal process to verify validity of vendor bank account changes to combat phishing and spam attempts.

Deborah Jordy thanked Adam, Gloria Nedved and Jessica Kato for their work on the audit.

### **6.2 Resolution 21-05: Pertaining to Acceptance and Approval of Fiscal Year 2020 Audit**

Jack Finlaw moved to accept Resolution 21-05: Pertaining to Acceptance and Approval of Fiscal Year 2020 Audit. Jacki Cooper Melmed seconded. The resolution was approved.

## **7. Tier II 2021 Distribution Certification**

### **7.1 Tier II Certification Reports Group 1 (5 min. presentations)**

A representative from each organization spoke for five minutes highlighting their organization's challenges, successes and inspirational stories from the past year.

The Collaborative of the SCFD  
Mizel Institute  
Denver Film  
Art Students League of Denver  
Parker Arts  
The Colorado Chautauqua  
Colorado Railroad Museum  
Colorado Symphony Association

Jannett Matusiak, Director  
Melanie Pearlman, President  
James Mejia, CEO  
Rachel Basye, Executive Director  
Carrie Glassburn, Acting Cultural Director  
Shelly Benford, CEO  
Paul Hammond, Executive Director  
Coreen Miller, CFO

Central City Opera  
Mizel Arts & Culture Center  
Colorado Children's Chorale  
Longmont Museum  
Butterfly Pavilion  
CherryArts  
City of Aurora Cultural Services Division  
Arvada Center for the Arts and Humanities

Pat Pearce, Artistic/General Director  
Rich Cowden, General Manager  
Meg Steitz, Executive Director  
Kim Manajek, Director  
Patrick Tennyson, President and CEO  
Tara Brickell, Executive Director  
Lisa Mumpton, Cultural Arts Supervisor  
Philip C. Sneed, President and CEO

**8. Public comment**

None.

**9. Other Matters (new/old business)**

Marcela de la Mar reiterated a welcome to Councilwoman Jamie Torres and Jacki Cooper Melmed and gave final thanks to Tier II presenters.

**10. Adjournment**

Meeting adjourned at 3:34 p.m.



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Secretary

SCFD BOARD OF DIRECTORS  
MEETING  
August 26, 2021  
Zoom Virtual Meeting  
Meeting Minutes

**SCFD Board members present:** Chair Gino Greco, Vice-Chair Ray Gonzales, Treasurer Ann Speer, Kathy Nesbitt, Suzanne Crawford, Deborah Malden, Jacki Cooper Melmed, Councilwoman Jamie Torres, and Jake Zambrano

**SCFD Board members not present:** Secretary Marcela de la Mar, Jack Finlaw

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Kendal Zimmermann, and Administrative Assistant Arlene Hicks

**1. Introductions and Quorum Determination**

Chair Gino Greco called the meeting to order at 1:05 p.m. followed by introductions. A quorum was present.

**2. Review & Approval of Agenda**

Suzanne Crawford motioned to approve the agenda. Ann Speer seconded. Motion to accept the agenda passed.

**3. Approval of July 22, 2021 Board Meeting Minutes**

Deborah Malden motioned to approve the July 22, 2021 Board meeting minutes. Kathy Nesbitt seconded. Motion to accept the minutes passed.

**4. Reports**

**4.1 Treasurer**

Ann Speer presented the Treasurer's report. The June 2021 SCFD sales and use tax revenue was \$6,861,872.73. The 2021 year-to-date (YTD) sales and use tax revenue is \$35,312,924.46. This compares to YTD 2020 sales and use tax revenue of \$29,774,491.59. The variance is \$5,538,432.87, an 18.60% increase in YTD 2021 over YTD 2020.

Deborah Jordy cited that the increase is due to a strong metro Denver economy.

Ann Speer announced that the Teen Council, comprised of representatives in grades 9 – 12, started with 3 participants and has grown to 13 council members. The students learn leadership skills in preparation for college and beyond. They also do volunteer work. Ann thanked the

Denver Art Museum and Denver Museum of Nature & Science for hosting council events.

#### **4.2 Chairman**

Chairman Gino Greco had no report. He expressed his thanks to Deborah Jordy and the SCFD staff for the August 21, 2021 Board and Staff event at Deborah's home.

#### **4.3 Executive Director**

Deborah Jordy offered thanks to the staff for their extra efforts while the organization has one less Program Officer. She also recognized Tier II and all SCFD organizations for their contributions to our community.

### **5. Tier II 2021 Distribution Certification**

Chair Gino Greco welcomed new Tier II Directors, Joyce Tsai (Clyfford Still Museum) & Nicolle Davies (Lone Tree Arts Center).

#### **5.1 Tier II Certification Reports Group 2 (5 min. presentations)**

A representative from each organization spoke for five minutes highlighting their organization's challenges, successes, and inspirational stories from the past year.

Lone Tree Arts Center	Nicolle Davies
Lighthouse Writers Workshop	Michael Henry
Swallow Hill Music Association	Paul Lhevine
Pop Culture Classroom	Adam Kullberg
Lakewood Heritage, Culture & the Arts	Michelle Nierling
Colorado Ballet	Adam Sexton
Parlando School of Musical Arts	Travis LaBerge
Museum of Contemporary Art Denver	Nora Burnett Abrams
Children's Museum of Denver	Mike Yankovich
Bird Conservancy of the Rockies	Tammy VerCauteren
Wings Over the Rockies	John Barry
Opera Colorado	Gregory Carpenter
Clyfford Still Museum	Joyce Tsai
CO Music Festival & Center for Musical Arts	Elizabeth McGuire
Hudson Gardens	Rich Meredith
eTown	Nick Forster
Colorado Mountain Club	Keegan Young

#### **5.2 Resolution 21-06: Pertaining to Organizations Qualifying for 2021 Tier II Funds**

Ann Speer motioned to accept Resolution 21-06: Pertaining to Organizations Qualifying for 2021 Tier II Funds. Kathy Nesbitt seconded. The resolution was approved.

**6. Other Matters (new/old business)**

**6.1 Resolution 21-07: Pertaining to the COVID-19 Pandemic and Distribution of Tier II funds in Distribution Year 2022**

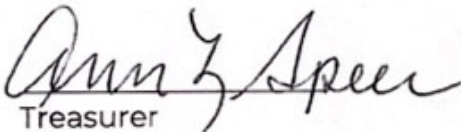
Chair Gino Greco read Sections 1 – 4 of the Resolution. Deborah Malden motioned to accept Resolution 21-07: Pertaining to the COVID-19 Pandemic and Distribution of Tier II funds in Distribution Year 2022. Ann Speer seconded. The resolution was approved.

**7. Public comment**

None.

**8. Adjournment**

Meeting adjourned at 3:53 p.m.

  
Treasurer

SCFD BOARD OF DIRECTORS  
MEETING  
September 23, 2021  
Zoom Virtual Meeting  
Meeting Minutes

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

**SCFD Board members not present:** Councilwoman Jamie Torres, Jacki Cooper Melmed

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Kendal Zimmermann, and Administrative Assistant Arlene Hicks

**1. Introductions and Quorum Determination**

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

**2. Review & Approval of Agenda**

Jack Finlaw motioned to approve the agenda. Suzanne Crawford seconded. Motion to accept the agenda passed.

**3. Approval of August 26, 2021 Board Meeting Minutes**

Kathy Nesbitt motioned to approve the August 26, 2021 Board meeting minutes. Deborah Malden seconded. Motion to accept the minutes passed.

**4. Reports**

**4.1 Treasurer**

Ann Speer reported the July 2021 SCFD sales and use tax revenue was \$6,748,774.94. The 2021 year-to-date (YTD) sales and use tax revenue is \$42,061,699.40. This compares to YTD 2020 sales and use tax revenue of \$35,382,304.49. The variance is \$6,679,394.91, an 18.88% increase in YTD 2021 over YTD 2020. Ann also mentioned that new Teen Council members joined this month at a meeting hosted by Four Mile Historic Park.

**4.2 Chairman**

Gino Greco announced that a 2022 officer nomination sub-committee has been created. Jake Zambrano will chair the committee and is joined by Suzanne Crawford and Jack Finlaw. Gino expressed gratitude to the sub-committee members. He asked board members to submit nominations or to self-nominate by reaching out to Jake and Deborah. The slate of officers will be presented for consideration at the October board meeting with a vote to be held at the November meeting. New officer positions will begin in January 2022. Jake Zambrano indicated that he will contact each Board member within the next few weeks to gather their input.



Chairman Greco directed board members to the list of 2022 Board meeting dates and said calendar invitations will be sent out soon. He also thanked the SCFD staff for their efforts.

#### **4.3 Executive Director**

Deborah Jordy introduced and welcomed new Program Officer Tim Murphy who starts on Tuesday, September 28. Tim comes from The Center on Colfax and he has extensive nonprofit and development experience. He will be responsible for Arapahoe and Douglas counties. Deborah explained that this eligibility period is a great time for Tim to start as it provides an opportunity to learn SCFD statute structure during eligibility application analysis.

Deborah also thanked the County Cultural Council members and chairs stating that this work could not be done without them.

### **5. Tier III Distribution**

#### **5.1 Tier III District Summary & Statistics, County Resolutions & Funding**

Program Officer Dana Manyothane also thanked the County Cultural Council members for their outstanding work, long hours and committed service to their communities. She then presented a recap of the district-wide 2021 Tier III Grant Application process.

- 259 organization submitted applications that were accepted. This is the same number of applications accepted in 2020.
- 4 applications were not accepted due to being late or incomplete (same as in 2020.)
- 555 total grant requests (GOS & Projects-64 less than in 2020.)
- All 259 organizations were funded in 2021 (2 more than in 2020.)
- 65% of applicants applied in a single county. 35% applied in multiple counties (multi-county apps down by 6.7% over 2020.)
- 2021 total funding approved was \$10,734,618.73, which reflects an increase of \$2,261,206.91 over 2020.

Deborah Malden asked if some organizations discontinued operations due to the pandemic. Dana said that no organizations discontinued operations, but some did miss grant deadlines. Jessica Kato added that some organizations decided not to apply because they had “leftover funds” from the previous year due to the pandemic.

#### **5.2 County Cultural Council presentations (5 mins each)**

County Cultural Council leaders presented highlights from their county and reported on updates and changes to their review process as well as the number of organizations funded. Many also addressed total volunteer hours and council member diversity.

- |                                      |                        |
|--------------------------------------|------------------------|
| • Adams County Cultural Council      | Jessie Martinez        |
| • Arapahoe County Cultural Council   | Trina Moseley Campbell |
| • Boulder County Cultural Council    | Maria Astudillo        |
| • Broomfield County Cultural Council | Kenny Nguyen           |

- Denver County Cultural Council Leah Horn
- Douglas County Cultural Council James Smith
- Jefferson County Cultural Council David Dadone

Individual Board members thanked the councils for their service to the community and congratulated them on their accomplishments.

**5.3 Resolution 21-08: Pertaining to Distribution of 2021 Tier III Funds**

Chairman Greco read Resolution 21-08: Pertaining to Distribution of 2021 Tier III Funds. Suzanne Crawford motioned to approve the resolution. Marcela de la Mar seconded. Motion to approve the resolution passed.

**6. Proposed FY 2022 Budget**

Chairman Greco introduced Treasurer Ann Speer who presented the FY 2022 Budget that will be voted on during the October Board meeting. Ann indicated that the budget is conservative due to the uncertainty in the world at this time.

Highlights included:

- Sales and use tax revenue projection of \$68 million
- Maintaining minimal interest income in response to extremely low interest rates
- Proposed 20% increase in expenditures over 2021 (still below pre-pandemic levels)
- Communications & DEI consultants to be retained as needed
- Return of matching 401K for staff
- Continued partnership with DITA
- Continued investment in software for protection and production
- Return of Events (Rex Morgan, Day @ Capitol, EEC)
- Projecting deficit of (\$36,847.00) with ample unassigned funds to cover
- 6-month emergency reserve fully funded
- Election Cost Reserve intact (up to \$600,000)

Deborah Jordy thanked accountant Gloria Nedved, Jessica Kato and Ann Speer for their work creating the budget. Chairman Greco stated that the Budget vote will be conducted at the October meeting. Jessica stated that the draft Budget will be available for public inspection on the SCFD website for 30 days.

**7. Other Matters (new/old business)**

Chairman Greco invited Board members to share any engagement they had with SCFD funded organizations. He attended the Children’s Museum Birthday Bash. Deborah Malden attended productions at the Boulder bandshell by Boulder Ballet, 3<sup>rd</sup> Law Dance Theater and others.

**8. Public Comment**

Tariana Navas-Nieves of Denver Arts & Venues thanked the Board and expressed gratitude for a diversity focus during the meeting. Joel Rinsema from Kantorei acknowledged everyone for the many hours spent in front of a screen for Zoom meetings.

**9. Adjournment**

The meeting adjourned at 2:32 p.m.

A handwritten signature in black ink, appearing to read "James", written over a horizontal line.

Secretary

SCFD BOARD OF DIRECTORS  
MEETING  
October 28, 2021  
Zoom Virtual Meeting  
Meeting Minutes

**SCFD Board members present:** Chair Gino Greco, Vice-Chair Raymond Gonzales, Secretary Marcela de la Mar, Treasurer Ann Speer, Jack Finlaw, Suzanne Crawford, Deborah Malden, Jake Zambrano, Councilwoman Jamie Torres, and Jacki Cooper Melmed

**SCFD Board members not present:** Kathy Nesbitt

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Kendal Zimmermann, Program Officer Tim Murphy, and Administrative Assistant Arlene Hicks

### **1. Quorum Determination**

Board Chair Gino Greco called the meeting to order at 1:03 p.m. A quorum was present.

### **2. Review & Approval of Agenda**

Chair Gino Greco proposed an amendment to the agenda moving item 4.3 Executive Director report to item 4.2. This allows more time for the Nominating Committee Chair, Jake Zambrano to join the call. Marcela de la Mar motioned to approve the agenda as amended. Jacki Cooper Melmed seconded. Motion to accept the agenda as amended passed.

### **Introductions**

Chair Gino Greco began introductions of SCFD Board members and staff present.

### **3. Approval of September 23, 2021 Board Meeting Minutes**

Suzanne Crawford motioned to approve the September 23, 2021 Board meeting minutes. Jacki Cooper Melmed seconded. Motion to accept the minutes passed.

### **4. Reports**

#### **4.1 Treasurer**

The August 2021 SCFD sales and use tax revenue was \$6,679,512.40. The 2021 year-to-date (YTD) sales and use tax revenue is \$48,741,211.80. This compares to YTD 2020 sales and use tax revenue of \$41,038,890.95. The variance is \$7,702,320.85, an 18.77% increase in YTD 2021 over YTD 2020.

Ann mentioned that Teen Council met this month via Zoom and that training is currently underway around leadership, meeting planning and logistics. The November Teen Council meeting will be hosted by the Butterfly Pavilion.

#### **4.2 Executive Director**

Deborah Jordy began by thanking Ann Speer for her efforts with the Teen Council, including extra evenings and weekend hours.

##### **4.2.1 Update to SCFD Employee Handbook**

Deborah announced that the SCFD Employee Handbook was recently updated by Deputy Director Jessica Kato. Jessica highlighted some of the updates including:

- non-discrimination statement
- anti-harassment policy
- definition of family
- bereavement time
- sick & vacation leave policy
- addition of parental leave

The sources consulted for the policy changes include:

- Other foundations
- Federal government
- State of Colorado
- Human resource professionals, including Board member Kathy Nesbitt

Jack Finlaw expressed gratitude to Jessica for the updates and offered his support for the changes. Gino Greco recognized the staff for including Juneteenth as an observed holiday going forward. Marcela de la Mar motioned to approve the Employee Handbook. Deborah Malden seconded. Motion to approve the updated Employee Handbook passed.

#### **4.2.2 2020 Report to the Community**

Deborah Jordy's report continued with presentation of the 2020 Annual Report which will be available on the SCFD website upon completion of the Spanish language translation. The report will only be available digitally and will not be printed.

Next, Deborah Jordy referenced the Colorado Business Committee for the Arts (CBCA) Economic Activity Study (EAS) release on November 4, 2021. Chair Greco will be on a panel of experts to discuss economic impact. Deborah recognized Program Officer Kendal Zimmerman for her work with CBCA to compile the data.

Deborah continued her report announcing the release of the 3<sup>rd</sup> COVID impact survey on October 27<sup>th</sup>. This follows the surveys previously sent out in April and September 2020. These optional and anonymous surveys provide insight on where organizations currently stand dealing with the pandemic. Summary data & key findings will be available in mid-December.

Deborah also mentioned recent completion of the County Cultural Council grant reviewer survey. This was sent to assess each reviewer's experience with the new Fluxx grant system and identify areas for improvement. The report will be made available soon.

To close, Deborah recognized new Program Officer Tim Murphy in his first Board meeting as a full-fledged member of the SCFD staff.

Gino Greco asked if the county representatives are responsible for sharing the 2020 Report to the Community with their respective county Commissioners. Deborah Jordy replied that the SCFD plans to send out the report but that any Board member who wishes to send it directly to their Commissioners, to please let the staff know.

#### **4.3 Chairman**

Gino Greco began by congratulating Vice-Chair Ray Gonzales on his new position as Executive Vice President of the Denver Metro Chamber of Commerce and President of the Metro Denver Economic Development Corporation (EDC).

Gino then announced that he will conduct Executive Director Deborah Jordy's performance review in December. Deborah will complete a self-evaluation that will be shared with the Board prior to the November meeting. An Executive session will be held at the November Board meeting to gather feedback.

##### **4.3.1 Nominating Committee (Jake Zambrano, Chair)**

Gino called upon Jake Zambrano to present the 2022 slate of Board officers for consideration. The slate is:

- Chair, Gino Greco
- Vice-Chair, Ray Gonzales
- Secretary, Marcela de la Mar
- Treasurer, Kathy Nesbitt

Gino announced that anyone wishing to be added for consideration should contact Jake. The vote will be held during the November meeting.

#### **5. Proposed SCFD FY 2022 Budget**

##### **5.1 Public Hearing on Budget**

Gino Greco reminded the Board that Treasurer Ann Speer presented the Budget during the October Board meeting and that it has been posted for 30 days to allow for public inspection. The areas of posting were the SCFD office, SCFD website and the Denver Post.

##### **5.2 Resolution 21-09: Pertaining to Fiscal Year 2022 Expenditures and Revenues for General and Expendable Trust Funds and Adopting the 2022 Budget**

Gino Greco presented Resolution 21-09. Ray Gonzales motioned to approve the resolution. Marcela de la Mar seconded. Motion to approve the resolution passed.

#### **6. Other Matters (new/old business)**

Chair Greco invited Board members to share any engagement they had with SCFD funded organizations. He attended the Denver Art Museum (DAM) grand reopening of the Martin Building and offered congratulations to DAM for a wonderful event. Deborah Malden echoed the congratulations and introduced an article in the New York Times titled "What a Museum Wants to Be in the 21<sup>st</sup> Century". She will forward the article to the Board. Kristy Bassuener from Denver Art Museum then announced upcoming free days on November 6 and November 9.

**7. Public Comment**

**There was no public comment.**

**8. Adjournment**

The meeting adjourned at 1:38 p.m.



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Secretary

SCFD BOARD OF DIRECTORS  
MEETING  
November 18, 2021  
Zoom  
Meeting Minutes

**SCFD Board members present:** Chair Gino Greco, Vice-Chair Raymond Gonzales, Secretary Marcela de la Mar, Treasurer Ann Speer, Kathy Nesbitt, Suzanne Crawford, Deborah Malden, Jake Zambrano, Councilwoman Jamie Torres, and Jacki Cooper Melmed

**SCFD Board members not present:** Jack Finlaw

**SCFD staff present:** Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Kendal Zimmermann, Program Officer Tim Murphy, and Administrative Assistant Arlene Hicks

**1. Introductions and Quorum Determination**

Board Chair Gino Greco called the meeting to order at 1:04 p.m. Followed by introductions of Board and staff. A quorum was present.

**2. Review & Approval of Agenda**

Raymond Gonzales motioned to approve the agenda. Jacki Cooper Melmed seconded. Motion to accept the agenda passed.

**3. Approval of October 28, 2021 Board Meeting Minutes**

Deborah Malden motioned to approve the October 28, 2021 Board meeting minutes. Ann Speer seconded. Motion to accept the minutes passed.

**4. Reports**

**4.1 Treasurer**

Ann Speer indicated the September 2021 SCFD sales and use tax revenue was \$6,827,860.25. The 2021 year-to-date (YTD) sales and use tax revenue is \$55,569,072.05. This compares to YTD 2020 sales and use tax revenue of \$46,914,310.27. The variance is \$8,654,761.78, an 18.45% increase in YTD 2021 over YTD 2020.

Ann offered a huge thanks to Patrick Tennyson & Bill Finley from the Butterfly Pavilion for hosting the Teen Council in November. Highlights included meeting Doug the Octopus, learning about the Pavilion expansion and hearing about the level of community work with pollinator development. Volunteer activities will be done in December in lieu of a Council meeting. Possible events include Cleo Parker Robinson's, "Granny Dances to a Holiday Drum" and Hudson Gardens', "Hudson Christmas". In the past, the Teen Council has helped with Blossoms of Light at Denver Botanic Gardens.

Suzanne Crawford mentioned that she saw an Instagram post of the Teen Council visit to Butterfly Pavilion.



## **4.2 Chairman**

Gino Greco reported that he was a panelist for the Colorado Business Committee for the Arts (CBCA) Economic Activity Study release event on November 4, 2021. The full report is available at [www.CBCA.org](http://www.CBCA.org).

EAS highlights:

- Arts & Culture activity reached a peak in 2019
- During 2020, the Arts & Culture sector lost a decade of growth due to the pandemic
- Individual giving and government grants were significantly higher in 2020
- SCFD funding proved to be a stabilizing force during 2020

Gino recognized Deborah Malden for attending the CBCA event along with SCFD staff.

Gino announced that there is no December or January meeting of the SCFD Board. The next meeting is February 24, 2022 and may be held in person, details TBD.

### **4.2.1 Nominating Committee (Jake Zambrano, Chair)**

Gino acknowledged the Nominating Committee members: Jake Zambrano, Suzanne Crawford, and Jack Finlaw, then asked Jake Zambrano if any new nominations were added to the 2022 slate of Board officers presented at the October meeting. No new nominations were submitted to the Committee.

The slate remains:

- Chair, Gino Greco
- Vice-Chair, Ray Gonzales
- Secretary, Marcela de la Mar
- Treasurer, Kathy Nesbitt

Chair Greco presented a final opportunity for nominations and hearing none he called for a vote to approve the FY2022 slate of officers. Jake Zambrano motioned to approve the slate as presented. Ann Speer seconded. The motion to accept the 2022 slate of Board officers passed.

This concluded the Chairman's report.

## **4.3 Executive Director**

Deborah Jordy began by thanking everyone for their support over the last few weeks of her illness and recognized the staff for their extra efforts. She then introduced Tatiana Hernandez and Alexandria Jimenez, Co-Chairs of the Community ACTS Fund. Tatiana has a distinguished career in philanthropy with the Knight Foundation, Hemera Foundation, and Kresge Foundation. She currently leads the Boulder Community Foundation. Alexandria is the coordinator of teen services at Denver Public Library where they have a robust community arts & media program. She has held positions at PlatteForum and the Museum of Contemporary Art Denver and is a talented artist in her own right.

#### 4.3.1 Presentation on Community ACTS Fund: Tatiana Hernandez & Alexandria Jimenez, Co-Chairs

Tatiana indicated that the Community ACTS Fund was established in 2018 as an independent committee which oversees the programmatic development and distribution of a pooled set of resources (\$150,000 per year, 2018 through 2029) from SCFD Tier I organizations. The Fund is meant to increase capacity at historically marginalized and under-resourced arts organizations within SCFD's Tier III. Grants are awarded yearly through an application process overseen by the Community ACTS Fund advisory committee.

Since inception, the Fund has granted \$3,580,699.

<b>Year</b>	<b>Number of Organizations</b>	<b>Total Amount</b>
2019	16	\$597,755
2020	23	\$752,944
2021	29	\$2,230,000

Tatiana presented a list of all grant recipients since 2019 with the reminder that the Fund is limited to supporting SCFD Tier III organizations. This presents a challenge for organizations that are not SCFD eligible including new immigrants and arts-providing service organizations. However, as an independent entity, Community ACTS Fund is eligible to receive support from outside SCFD, including \$1.5M from the State of Colorado in 2021. This allows other funders a pathway to support historically marginalized arts groups.

Tatiana indicated that their grant recipients have been amazed with the ease of the application process and are grateful for the existence of a fund dedicated to their specific needs.

Councilwoman Jamie Torres asked about the frequency of the State's \$1.5M contribution. Tatiana answered it was a one-time contribution. Councilwoman Torres also asked if it's possible for non-SCFD eligible entities to partner with existing Tier III orgs. Executive Director Deborah Jordy provided the example of Downtown Aurora Visual Arts (DAVA) who partners with immigrant populations for project work. Deputy Director Jessica Kato also mentioned that collaborator grants are available for SCFD organizations. These do not require the collaborating entity to be SCFD eligible.

Tatiana voiced some items for consideration at the next SCFD reauthorization to allow for more cultural support:

- Definition of "cultural producer"
- Timeline for eligibility
- Distribution of funds across organizations of all sizes

Deborah Malden commented that Community ACTS Fund grants are not distributed evenly across Tier III and asked about opportunities for SCFD organizations who partner with historically marginalized groups to be

eligible for grants. Tatiana responded that with the limited funds available, Community ACTS current focus is on the “most vulnerable of the most vulnerable” within historically marginalized **led** and **servicing** arts organizations. Kathy Nesbitt pointed out that many of these organizations tend to be in urban areas.

Tatiana indicated that although Community ACTS is limited by the original agreement, they are looking ahead at how to fund emergent (BIPOC, LGBTQ+, etc.) groups that are not Tier III eligible, in as many counties as possible.

Gino Greco asked what percentage of organizations who apply for Community ACTS funding receive a grant. Tatiana responded that approximately 80-90% of applicants receive a grant award.

### **5. Other Matters (new/old business)**

Chair Greco invited Board members to share any engagement they had with SCFD funded organizations. Suzanne Crawford attended the opening reception of the “Whistler to Cassatt” exhibit at the Denver Art Museum and described it as “amazing and fantastic”. Jacki Cooper Melmed went to the Ellie Caulkins Opera House for Denver Film Festival’s “Come on, Come on” and was reminded how seeing a film with an audience enhances the emotional experience.

Deborah Jordy congratulated Paul Lhevine, most recently at Swallow Hill Music, on his new position as CEO of the Colorado Nonprofit Association.

### **6. Public Comment**

Bill Finley thanked Ann Speer and the SCFD Teen Council for visiting the Butterfly Pavilion.

### **7. Executive Session for the purpose of discussing personnel matters related to the position of Executive Director under C.R.S. §24-6-402(4)(f)(I)**

Chair Gino Greco read the executive session announcement at 1:52 p.m. The Board moved into Executive Session.

The public meeting resumed at 2:44 p.m.

### **8. Adjournment**

The meeting adjourned at 2:46 p.m.



Secretary