

SCFD BOARD OF DIRECTORS MEETING
February 27, 2025 at 1:00 p.m.
Virtual Meeting Minutes

SCFD Board members present: Vice-Chair Councilperson Jamie Torres, Secretary Dan Brown, Treasurer Suzanne Crawford, Gino Greco, Tamra Ward, Teresa Valerio Parrot, Amos Kazzaz, Randy Perlis

SCFD Board members not present: Chairperson Jacki Cooper Melmed, Eva Henry, Patty Salazar

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Vice-Chair Jamie Torres called the meeting to order at 1:01 p.m. followed by introductions. A quorum was present.

2. Review and Approval of Agenda

Gino Greco motioned to approve the meeting agenda. Teresa Valerio Parrot seconded. Motion to approve the agenda passed unanimously.

3. Oath of Office: Dan Brown, Douglas County

Secretary Dan Brown was reappointed for a second term. He read his Oath of Office and was congratulated by all.

4. Approval of November 2024 Board Meeting Minutes

Amos Kazzaz motioned to approve the November Board meeting minutes. Secretary Brown seconded. Motion to approve the November Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

Deputy Director Jessica Kato presented the Treasurer's report for Suzanne Crawford. The December 2024 SCFD sales and use tax revenue was \$8,262,423.46. This brings the total Fiscal Year (FY) 2024 sales and use tax revenue to \$86,263,611.09. This compares to FY 2023 sales and use tax revenue of \$86,169,212.77. The variance is \$94,398.32, a 0.11% increase in FY 2024 over FY 2023.

5.2 Chairperson

Vice-Chair Torres invited Executive Search Committee Chairperson, Gino Greco to provide an update.

5.2.1 Executive Search Committee

Gino began his report by thanking his fellow committee members. In early January, an RFP was broadly distributed to find a search firm to oversee the process for a new SCFD Executive Director. By the proposal due date of February 3rd, six proposals were received. Three firms were interviewed on February 18th and Kittleman & Associates was selected because of the firm's deep understanding of the district, track record of leadership placements, fixed pricing and two-year placement guarantee. Raylene Decatur is Principal at Kittleman & Associates, and she will be leading this endeavor.

For transparency throughout the process, updates will be posted on SCFD's website. The search committee and Kittleman hope to present a final candidate(s) to the Board in the summer.

With no questions from the Board, Gino concluded his report expressing gratitude to Arlene Hicks for her support of the committee and her organizational efforts to date and going forward.

5.3 Executive Director

Deborah Jordy presented the following updates:

- Thanks to lobbyist Fofi Mendez and Communications Manager, Emma Mantooth, this year's Day at the Capitol was a huge success! Governor Jared Polis proclaimed February 18, 2025, as SCFD Day and tributes were announced in both the House and Senate chambers. Board members Suzanne Crawford, Teresa Valerio Parrot, Patty Salazar and Tamra Ward joined 200 other registrants interacting with legislators, aides, SCFD staff and grantees: CherryArts, Butterfly Pavilion, HawkQuest, Colorado Black Arts Festival, Chicano Humanities and Arts Council (CHAC) Gallery, Inside the Orchestra, Historic Denver/Molly Brown House Museum and Mr. Bones from Denver Museum of Nature & Science. SCFD appreciated Governor Polis sharing the proclamation on his social media channels and Lt. Governor Dianne Primavera stopping by for a photo with HawkQuest's birds of prey.
- Program Officers are hard at work with the Tier III grant cycle. Two hundred thirty final grant reports were submitted in preparation for this year's grant application deadlines: March 5th for multi-county applications and March 12th for single-county grant applications. Deborah asked Board members to encourage grantees to submit their applications early. This allows Program Officers to identify any potential issues for the organization to address before the final deadline.
- In addition to reviewing grantee reports and applications, the Program Officers also hosted an Unconscious Bias Workshop for County Cultural Councils (CCC) on February 20th. Led by Mike Wenk of the Watson Wenk Group, this workshop was intended to help CCC members make better-informed decisions on Tier III grant applications. Mr. Wenk introduced potential unconscious biases CCC members may be prone to, including: assumptions about volunteer-led organizations versus those with paid staff, small vs. large budget size, applications that may have been written

by non-native English speakers, etc. Every SCFD county was represented among the 31 participants and positive feedback was received.

- All Board members are invited to a Colorado Symphony Association (CSA) performance of *Music of the Americas – Copland Symphony No. 3* on Friday, March 7th at 7:30pm. The CSA is giving special recognition to SCFD that night and tickets are still available.

Thank you to the Board members already planning to attend: Teresa Valerio Parrot, Eva Henry, Dan Brown, Randy Perlis, Patty Salazar and Amos Kazzaz.

- SCFD has contracted with Ajar Film Productions to create a 26-minute documentary on SCFD's impact on the local arts, science and cultural community. We hope to use the film to build awareness of SCFD in preparation for reauthorization. The film will be premiered later this year, but Board members are invited to a sneak peek on April 21st at the Sie Film Center or April 30th at DMNS. Contact Arlene if you'd like to attend.
- Also, in preparation for reauthorization, education sessions on SCFD history, structure and impact will continue. In the coming months, presentations and speakers will build on the information provided during January's planning session. These education sessions will provide the Board with the data and analyses to inform reauthorization planning.

Executive Director Jordy concluded her report with an update on Boulder's pursuit of the Sundance Film Festival. The final location options are Boulder, Cincinnati and Park City/Salt Lake City. A decision is expected this spring. Colorado HB25-1005 has been introduced as a Film Festival Incentive Tax Credit to recruit Sundance and support existing, smaller film festivals around the state. If the Sundance Film Festival relocates to Boulder, they will be subject to the same eligibility criteria as all nonprofits before they could receive SCFD funds.

6. Presentation regarding separation of SCFD & Reauthorization Campaign – Fofi Mendez, Mendez, Barkis & Associates

Lobbyist Fofi Mendez spoke about her history with previous SCFD reauthorizations in 2004 and 2016. In 2004, Mendez Steadman was hired to by Citizens for Arts to Zoo (CATZ) to manage the grassroots effort of the election campaign, assisting with raising visibility about the importance of SCFD. CATZ staffed the campaign office, conducted all fundraising and handled all media and communications for a successful ballot measure.

By 2016, Mendez Steadman had become Mendez Consulting. Fofi and her team were hired by SCFD to secure approval and support within the legislature for the statute drafted by SCFD's attorney after feedback from SCFD grantees, staff and leadership. Along with the CATZ lobbyist, Melanie Layton, Fofi met with every legislator within SCFD's seven-county district to ensure the statute had the requisite number of votes as well as support from the governor. Once ballot language was submitted to the various counties, CATZ once again managed all aspects of the campaign - since government entities cannot engage in electoral activity. In response to Vice-Chair Torres' question about what limitations SCFD Board members have during the campaign, regarding using city resources to support

ballot measures, Fofi recommended the Board seek guidance from SCFD's legal counsel.

Deborah Jordy reminded the Board that SCFD pays the fees in each of the seven counties charged to include a measure on their ballot. During the 2016 reauthorization, almost \$1 million in ballot fees were paid out of grantee funds. For the 2028 election, ballot fees will be paid by SCFD, ensuring the grantees receive all the money available for distribution.

Vice-Chair Torres asked what comprises the ballot fees. Deborah stated that each county has a different fee structure, and that more information will be provided as it becomes available for 2028.

7. Diversity In The Arts (DITA) Recap – Rachel Basye, Arts Students League of Denver

Rachel Basye is Executive Director of Arts Students League of Denver (ASLD), which is the administrative host for the DITA internship program. Rachel began her presentation with gratitude for SCFD's support of DITA since its 2019 creation. The DITA internship is a full time, paid opportunity for young people to work in arts and cultural organizations, many of whom are SCFD funded partners. Rachel's presentation slides are available through the SCFD office.

Vice-Chair Torres asked if it's possible to secure internship host sites from other SCFD counties not currently reflected in DITA's list. Rachel explained that they welcome host applications from all SCFD counties and invited the Board to pass along contact information for any potential host organizations.

8. Denver Sister Cities Eligibility Appeal: Sacha Francois Heppell, Executive Director

Deputy Director Kato presented an overview of Denver Sister Cities' eligibility application, processing and staff determination of ineligibility. Mr. Heppell addressed the Board to appeal the staff's decision. Secretary Brown moved to affirm the staff's determination. Tamra Ward seconded. Motion to ratify Denver Sister Cities' ineligibility passed unanimously.

9. Approval of Public Meeting Notice

9.1 Resolution 25-01: Pertaining to Posting of Public Meeting Notices

Teresa Valerio Parrot moved to approve the Resolution. Randy Perlis seconded. Resolution 25-01 was unanimously approved.

10. 2024 Final Distribution

10.1 Resolution 25-02: Pertaining to Adjustment of the Appropriation and Distribution of 2023 Revenue Collected

Gino Greco moved to approve the Resolution. Secretary Dan Brown seconded. Resolution 25-02 was unanimously approved.

11. Other Matters (new/old business)

None

12. Public Comment

Gloria Nedved informed the Board of the passing of James Marsden on February 25th. Marsden was the former Executive Director of the Governor's Residence Preservation Fund and the Matthew Shepard Foundation.

13. Adjournment

The meeting was adjourned at 2:08 p.m.



Secretary

SCFD BOARD OF DIRECTORS MEETING
April 24, 2025 at 1:00 p.m.
Virtual Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Vice-Chair Councilperson Jamie Torres, Secretary Dan Brown, Treasurer Suzanne Crawford, Gino Greco, Tamra Ward, Teresa Valerio Parrot, Amos Kazzaz, Randy Perlis, Eva Henry, Patty Salazar

SCFD Board members not present: n/a

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Chair Jacki Cooper Melmed called the meeting to order at 12:59 p.m. followed by introductions. A quorum was present.

2. Review and Approval of Agenda

Tamra Ward motioned to approve the meeting agenda. Suzanne Crawford seconded. Motion to approve the agenda passed unanimously.

3. Approval of February 27, 2025 Board Meeting Minutes

Amos Kazzaz motioned to approve the February Board meeting minutes. Gino Greco seconded. Motion to approve the February Board meeting minutes passed unanimously.

4. Reports

4.1 Treasurer

Suzanne Crawford stated that the February 2025 SCFD sales and use tax revenue was \$6,456,065.20. The 2025 year-to-date (YTD) sales and use tax revenue is \$12,608,899.80. This compares to YTD 2024 sales and use tax revenue of \$12,508,853.19. The variance is \$100,046.61, a 0.80% increase in YTD 2025 over YTD 2024.

4.2 Chairperson

Chair Cooper Melmed reminded the Board that next month's (May) Board meeting will be in person at the Denver Zoo Conservation Alliance starting at 1:00 p.m. Tier I leadership will present their annual updates.

There will be a Celebration of Life for Brian Vogt at the Denver Botanic Gardens on Thursday, June 12 from 5:30-7:30pm. Please save the date.

4.2.1 Executive Search Committee

Tamra Ward, new Executive Search Committee Chairperson, said the committee continues to work closely with Kittleman & Associates. The Executive Director position description has been released to the public. The description was crafted with input from surveys and interviews with SCFD stakeholders, including grantees, Board and staff. Applications will be accepted through May 5th. Raylene Decatur at Kittleman is also actively seeking candidates for the position. Anyone who knows a potential candidate is invited to contact Tamra for connection to Kittleman. The committee's goal is to have a new Executive Director in place in August 2025.

5.3 Executive Director

Deborah Jordy presented the following updates:

- SCFD's documentary, "The Art of Growth", previewed on April 21st at the Sie Film Center. Thanks to Patty Salazar and Tamra Ward for attending the screening. The film was directed by Cynthia Cazanias-Garin of Ajar Films, and we are hoping it will air on Rocky Mountain PBS and other outlets in the future. There will be one more sneak peek on Wed. April 30th at Denver Museum of Nature and Science, beginning at 1:00 p.m. Special recognition goes to Communications Manager, Emma Mantooth, for her yearlong dedication to this project!
- Jessica Kato and Gloria Nedved are working closely with CliftonLarsonAllen on SCFD's 2024 audit. The final audit will be presented to the Board at the July meeting.
- Upcoming grantee deadlines:
 - Wed. May 7th at 4:00 p.m. for Tier I Certification Reports
 - Wed. June 11th at 4:00 p.m. for Tier II annual submissions
- The Program Officers have processed 277 Tier III grant applications. Between now and the end of May, the Program Officers will attend numerous study sessions with the County Cultural Councils where each application will be reviewed and scored.
- The 2025 Eligibility Application is now available on the SCFD website, along with the basic eligibility requirements. Please share this information with nonprofit organizations that are interested in receiving a grant award from SCFD. Achieving eligibility is the first step in the SCFD funding process. The application deadline is Wed. September 10th at 4:00 p.m. Current SCFD grantees are already eligible and exempt from this process.

5. Resolution 25-03: Pertaining to the 2025 Tier III Budgeted Distribution

Teresa Valerio Parrot moved to approve the Resolution. Dan Brown seconded. Resolution 25-03 was unanimously approved.

6. 2016 Reauthorization Panel Discussion – Damon Barry, Dan Hopkins, Kathy Kucsan, Peg Long & Elaine Torres

As part of the ongoing education process for reauthorization, Executive Director Jordy welcomed several individuals who were deeply involved in the 2016 reauthorization of the district. In 2016, Damon Barry and Elaine Torres were

gubernatorial appointees, Dan Hopkins represented Arapahoe County and served as SCFD Board Chairperson, Kathy Kucsan represented Boulder County and served as SCFD Vice-Chair and Peg Long was SCFD's Executive Director.

The panelists answered the following questions:

1. What was the vision/goal of the board for the process leading up to the 2016 reauthorization?
2. What worked well for the board during the 2016 reauthorization?
3. Can you speak to Staff/Board relations and its importance?
4. What do you see as potential upcoming challenges for the current board as they move toward renewal in 2028?

Tamra Ward thanked the panel for providing valuable food for thought.

Vice-Chair Torres suggested we communicate SCFD's value to the community by tapping into the personal stories and memories district residents have with SCFD funded partners.

Chair Cooper Melmed asked the panel how they were able to determine their role as Board members through the reauthorization process. Dan Hopkins stated that Board members play a crucial role in crafting the language presented to the legislators and voters. Damon Barry spoke about the importance of consistent messaging when speaking with and listening to various stakeholders with different goals. Elaine Torres mentioned that guidance from SCFD's legal counsel was helpful in delineating the responsibilities of SCFD and those of the campaign.

Teresa Valerio Parrot referenced a recent meeting with Kathy Kucsan where they discussed challenging moments during the 2016 reauthorization. She asked the panel how they handled interactions with grantees that were less than positive. Kathy Kucsan encouraged the Board to "be nimble" and avoid feeling personally affected by any opinions from the community.

7. Other Matters (new/old business)


None

8. Public Comment

None

9. Adjournment

The meeting was adjourned at 1:46 p.m.


Secretary

SCFD BOARD OF DIRECTORS MEETING
May 22, 2025 at 1:00 p.m.
Denver Zoo Conservation Alliance
Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Vice-Chair Councilperson Jamie Torres, Secretary Dan Brown, Eva Henry, Amos Kazzaz, Randy Perlis, Patty Salazar, Gino Greco, Teresa Valerio Parrot

SCFD Board members not present: Treasurer Suzanne Crawford, Tamra Ward

SCFD staff present: Executive Director Deborah Jordy, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

SCFD staff not present: Deputy Director Jessica Kato

1. Introductions and Quorum Determination

Chair Jacki Cooper Melmed called the meeting to order at 12:57 p.m., followed by introductions. A quorum was present.

2. Welcome from Bert Vescolani, President & CEO, Denver Zoo Conservation Alliance.

3. Review and Approval of Agenda

Gino Greco motioned to approve the meeting agenda. Dan Brown seconded. Motion to approve the agenda passed unanimously.

4. Approval of April 24, 2025 Board Meeting Minutes

Amos Kazzaz motioned to approve the April Board meeting minutes. Vice-chair Jamie Torres seconded. Motion to approve the April Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

In Suzanne Crawford's absence, Vice-Chair Jamie Torres stated that the March 2025 SCFD sales and use tax revenue was \$7,349,484.25. The 2025 year-to-date (YTD) sales and use tax revenue is \$19,958,384.05. This compares to YTD 2024 sales and use tax revenue of \$19,570,013.62. The variance is \$388,370.43, a 1.98% increase in YTD 2025 over YTD 2024.

5.2 Chairperson

Chair Cooper Melmed announced that there will not be a June Board meeting. The July Board meeting will be in-person hosted by Firehouse Theater Company. This is expected to be an important meeting. All Board members should make every effort to attend.

5.2.1. Executive Search Committee

In the absence of search committee Chair Tamra Ward, Patty Salazar reported over 100 applications were received for the SCFD Executive Director position. The search committee has begun reviewing the candidates and interviews will take place in June, with the final decision expected to be made in July. Please contact Tamra Ward with any questions.

5.3 Executive Director

Deborah Jordy provided the following updates:

- The recently concluded 2025 legislative session was “light” for SCFD-related issues. Two of the bills that were monitored by lobbyist Fofi Mendez were 1) HB 25-1005, Tax Incentive for Film Festivals and 2) HB 25-1247 County Lodging Tax Expansion.
- Program Officers are wrapping up Tier III grant application study sessions with the County Cultural Councils. Each county’s allocation recommendations will be presented to their county leadership over the summer, with final presentations to the SCFD Board in September. Deborah recognized Dana Manyothane, Tim Murphy, and Kirsten Lang for the many evenings and long hours they’ve dedicated to the Tier III grant process.
- Eligibility is open for nonprofits interested in applying for SCFD funds. Please direct any hopeful organizations to the SCFD [website](#) for tutorials and application instructions.
- The Tier II annual submission deadline is Wednesday, June 11th at 4:00 p.m. Grantees are always encouraged to submit early. This allows Program Officers to provide assistance if needed.

6. Tier I 2024 Distribution Certification

6.1 Panel presentation by Tier I CEOs (6 min. each)

Leaders from the Tier I organizations presented updates to the Board on the use of 2024 SCFD funds. They addressed the following issues specifically:

- How their organization is evolving programming to best serve the region
- How their organization is tackling resiliency and stability
- An initiative or program(s) the organization is especially excited about or proud of

The order of presenters was as follows:

1. Denver Zoo Conservation Alliance, Bert Vescolani, President and CEO
2. Denver Museum of Nature & Science, George Sparks, President and CEO
3. Denver Botanic Gardens, Jennifer Riley-Chetwynd, Interim CEO
4. Denver Art Museum, Christoph Heinrich, Frederick and Jan Mayer Director
5. Denver Center for the Performing Arts, Janice Sinden, President and CEO

Board members asked many questions and offered congratulations to the Tier I leaders for their community-enriching work.

6.2 Resolution 25-04: Pertaining to the 2025 Tier I Budgeted Distribution

Chair Cooper Melmed incorporated the resolution into record by reference. Teresa Valerio Parrot motioned to approve the resolution. Amos Kazzaz seconded. Motion to approve Resolution 25-04 passed unanimously.

7. Other Matters (new/old business)

None

8. Public Comment

None

9. Adjournment

The meeting was adjourned at 2:34 p.m.



Secretary

SCFD BOARD OF DIRECTORS MEETING
July 24, 2025 at 1:00 p.m.
Firehouse Theater Company
Meeting Minutes

SCFD Board members present: Vice-Chair Councilperson Jamie Torres, Treasurer Suzanne Crawford, Secretary Dan Brown, Eva Henry, Amos Kazzaz, Randy Perlis, Patty Salazar, Tamra Ward, Teresa Valerio Parrot

SCFD Board members not present: Chairperson Jacki Cooper Melmed, Gino Greco

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Vice-Chair Jamie Torres called the meeting to order at 1:00 p.m., followed by introductions. A quorum was present.

2. Welcome from Helen Hand, Board President, Firehouse Theater Company

3. Review and Approval of Agenda

Dan Brown motioned to approve the meeting agenda. Tamra Ward seconded. Motion to approve the agenda passed unanimously.

4. Approval of May 22, 2025 Board Meeting Minutes

Amos Kazzaz motioned to approve the May Board meeting minutes. Dan Brown seconded. Motion to approve the May Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

Suzanne Crawford stated that the May 2025 SCFD sales and use tax revenue was \$7,254,607.91. The 2025 year-to-date (YTD) sales and use tax revenue is \$34,411,353.78. This compares to YTD 2024 sales and use tax revenue of \$33,942,864.33. The variance is \$468,489.45, a 1.38% increase in YTD 2025 over YTD 2024.

5.2 Chairperson

In Jacki Cooper Melmed's absence, Vice-Chair Torres presented the Chairperson report. She thanked the Executive Director search committee members for their dedication and hard work during the search process. She also recognized the organizers of Deborah Jordy's "Play On" celebration held on Tuesday, July 22nd at the Children's Museum of Denver. Mike Yankovich, FloraJane DiRienzo and their host committee created a joyful tribute to Deborah. Thanks to all who attended.

5.3 Executive Director

Deborah Jordy also began her report by thanking the organizers and attendees of her party. She then provided the following updates:

- The 2026 budget is currently being drafted by Deborah, Jessica Kato and Gloria Nedved. It will be presented to the Board in September.
- Program Officers are processing Tier II certification reports and creating summaries for the Board in preparation for the August meeting. At that meeting, one-third of the Tier II grantees will present an update on their use of SCFD funds.
- Please join us at the Denver Botanic Gardens (DBG) on Monday, September 15th at 1:00 p.m. for the annual Engage, Empower and Connect (EEC) jointly produced by SCFD, DBG and the Collaborative of SCFD. This half-day capacity building event features sessions on Board development and creative revenue streams. The day will conclude with a networking reception, allowing grantees to meet and collaborate with each other.
- On Thursday, October 9th from 8:00 a.m. to noon, there will be an in-person planning session for the Board. This will build on the January session topics of SCFD creation, history, structure and process in preparation for the 2028 reauthorization.
- Next month's (August) meeting will be Deborah's last as Executive Director. She will work with the new Executive Director for a transition period in September and begin in her Senior Advisor role in November.

Teresa Valerio Parrot asked if the October 9th planning session will address developments and impacts of cuts to the National Endowment for the Arts (NEA). Deborah agreed to add that topic to the October agenda.

6. Fiscal Year 2024 Audit & Resolution

6.1 Report by SCFD Auditor John Paul LeChevallier, CPA, CliftonLarsonAllen LLP

John Paul LeChevallier presented the results of SCFD's 2024 audit. CliftonLarsonAllen issued an unmodified (clean) audit opinion, which is the highest level of opinion an organization can receive. No material weakness or significant deficiencies were identified and no audit adjustments were needed.

He recognized SCFD for sound financial management and controls that allowed for a smooth audit process.

6.2 Resolution 25-05: Pertaining to Acceptance & Approval of Fiscal Year 2024 Audit

Patty Salazar motioned to approve the resolution. Suzanne Crawford seconded. Motion to approve Resolution 25-05 passed unanimously.

7. AI Policy; Kirsten Lang, SCFD

Program Officer Kirsten Lang presented SCFD's Artificial Intelligence (AI) policy designed to ensure employees have a foundational understanding of the risks with AI adoption. The policy is combined with a risk assessment to evaluate AI tool trustworthiness. All assessments must be reviewed by Deputy Director Jessica Kato prior to adoption, and all AI tools must be reassessed annually or upon any changes to the tool's Privacy Policy, User Agreement or functionality.

After her presentation, Kirsten addressed Randy Perlis' question about copyrighted material by explaining that any usage of AI in art that supplants or replaces the work of

human artists is prohibited through this policy. Copyrighted material will either not be used or if used, credited appropriately.

Amos Kazzaz asked who is responsible for adoption of AI tools within the office. Kirsten stated that Deputy Director Kato is in charge of any tools used widely by SCFD. Individual employee's use of AI is managed by the employee with Jessica Kato's approval.

Vice-Chair Torres asked about SCFD's knowledge of AI use among funded partners. Kirsten shared that staff noticed the use of AI notetakers & AI augmented art among grantees and those examples contributed to the creation of the AI policy.

Teresa Valerio Parrot pointed out that many tools common in daily life use AI (Ex. Grammarly, Siri, and others). Kirsten explained that AI integration in these types of tools was considered when creating this policy.

Suzanne Crawford motioned to approve and adopt the AI policy. Dan Brown seconded. SCFD's AI policy was unanimously approved.

8. Other Matters (new/old business)

None

9. Public Comment

Jessy Clark from Swallow Hill Music announced "An Evening with Iron & Wine" on Friday, October 18th at Swallow Hill. Tickets are currently available and will sell out quickly.

Cristal de Herrera from Denver Zoo Conservation Alliance thanked Deborah Jordy for her leadership and many contributions to Denver cultural community. She also voiced her support for Executive Director candidate, Andrea Albo.


10. 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)

Patty Salazar motioned to transition to Executive Session. Eva Henry seconded. With unanimous Board approval, the public was excused at 1:39 p.m.

The public meeting resumed at 3:31 p.m.

11. Adjournment

The meeting was adjourned at 3:33 p.m.



Secretary

SCFD BOARD OF DIRECTORS MEETING
August 28, 2025 at 1:00 p.m.
Swallow Hill Music
Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Treasurer Suzanne Crawford, Secretary Dan Brown, Eva Henry, Amos Kazzaz, Randy Perlis, Tamra Ward

SCFD Board members not present: Vice-Chair Councilperson Jamie Torres, Gino Greco, Patty Salazar, Teresa Valerio Parrot

SCFD staff present: Executive Director Deborah Jordy, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Chairperson Cooper Melmed called the meeting to order at 1:00 p.m., followed by introductions. A quorum was present.

She also invited all present to attend a post-meeting reception hosted by the Collaborative of the SCFD.

2. Welcome from Jessy Clark, CEO, Swallow Hill Music

3. Review and Approval of Agenda

Tamra Ward motioned to approve the meeting agenda. Amos Kazzaz seconded. Motion to approve the agenda passed unanimously.

4. Approval of July 24, 2025 Board Meeting Minutes

Tamra Ward motioned to approve the July Board meeting minutes. Suzanne Crawford seconded. Motion to approve the July Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

Suzanne Crawford stated that the June 2025 SCFD sales and use tax revenue was \$7,562,949.62. The 2025 year-to-date (YTD) sales and use tax revenue is \$41,974,303.40. This compares to YTD 2024 sales and use tax revenue of \$41,456,202.29. The variance is \$518,101.11, a 1.25% increase in YTD 2025 over YTD 2024.

5.2 Chairperson

Jacki Cooper Melmed reminded the Board that incoming Executive Director, Andrea Albo's first day at SCFD is Monday, September 8th. She will have a two-week transition in the office with Deborah, getting to know the staff and learning the ropes. Starting late September, Arlene will contact each Board member directly to schedule a one-on-one meeting with Andrea.

The October 9th planning session has been cancelled. Those speakers have been invited to present at future Board meetings:

- In October, we hope to have Colorado State Demographer, Kate Watkins.
- In November, Josh Blanchard from Colorado Creative Industries will present on funding, philanthropy and NEA updates pertaining to state and regional arts agencies.

5.3 Executive Director

Deborah Jordy encouraged SCFD funded partners to attend upcoming Board meetings to benefit from the expertise of these subject matter experts. She then provided the following updates:

- The Tier III eligibility deadline is Wednesday, September 10th at 4:00 p.m. Program Officers have been busy answering questions and helping prospective grantees navigate the process.
- This year's Engage Empower and Connect Summit (EEC) is Monday, September 15th at 1:00 p.m. at Denver Botanic Gardens (DBG). The event is jointly produced by SCFD, Denver Botanic Gardens and The Collaborative of the SCFD. Capacity building sessions include board development and creative revenue streams. The keynote address will be a fireside chat between Andrea Albo and Denver Post film and theater critic, Lisa Kennedy. The afternoon concludes with a meet-and-greet reception. Please attend to show your support for our new Executive Director.
- An RFP for the Stakeholder Process was released in early August. The submission deadline was Wednesday, August 27th at 4:00 p.m. Six proposals were received. Many thanks to Amos Kazzaz for serving on the proposal review committee along with Deborah, Jessica Kato and Andrea Albo.
- Emma Mantooh is hard at work on the 2024 Annual Report. The finished product will be shared with the Board in the coming months.
- The short film, "The Art of Growth", which emphasizes SCFD's community impact, will be shown on Rocky Mountain PBS on Friday, October 17th. After that, screenings will be held at locations across the District. Stay tuned for additional information.

Deborah then asked Arlene Hicks to present a cybersecurity update.

Arlene reported that in order to retain the current \$1 million cyber security liability insurance coverage limit, the Board must annually be presented with an overview of developments and improvements to SCFD's cyber security.

Although we had planned to conduct a cyber assessment in 2025, expenses related to the Executive Director transition took precedence. We will revisit the possibility of a cyber assessment in 2026. In the interim, the following updates have been implemented by our computer consultants, Interconnected Technologies:

- Improved Antivirus software (Jan 2025)
- new email security program, Graphus, that detects malware and phishing emails (Feb 2025)

These changes are in addition to ongoing, monthly monitoring of each employee's laptop, which includes operating system updates, disk encryption, and backup.

6. Tier II 2025 Distribution Certification

6.1 Presentations from Tier II Organizations (5 min. per organization)

Leaders from one-third of the Tier II organizations presented updates to the Board on the use of 2024 SCFD funds. They answered the following questions:

- How are you evolving programming to best serve the region?
- How is your organization tackling resiliency and stability?
- Discuss an initiative or program you are especially excited about or proud of.

The order of presenters was as follows:

1. Art Students League of Denver – Rachel Bayse, Executive Director
2. Cal-Wood Education Center – Rafael Salgado, Executive Director
3. Central City Opera – Megan Quilliam, Director of Development
4. Cherry Arts – Tara Brickell, Executive Director/CEO
5. Children's Museum of Denver – Mike Yankovich, President & CEO
6. Colorado Chautauqua Association – Shelly Benford, CEO
7. Colorado Children's Chorale – Meg Steitz, Executive Director
8. Colorado Mountain Club – Madeline Bachner Lane, CEO
9. Dairy Arts Center – Melissa Fathman, Executive Director
10. Denver Film Society – Keith Garcia, Sie Film Center Artistic Director
11. Town of Parker Cultural Department – Carrie Glassburn, Director

6.2 Resolution 25-06: Pertaining to Organizations Qualifying for 2025 Tier II Funds

Amos Kazzaz motioned to approve the resolution. Suzanne Crawford seconded. Motion to approve Resolution 25-06 passed unanimously.

7. Proclamation Honoring Deborah Jordy's Service to the District

Chair Cooper Melmed read the proclamation aloud. The assembly gave Deborah a standing ovation.

8. Other Matters (new/old business)

None

9. Public Comment

None

10. Adjournment

The meeting was adjourned at 2:55 p.m.



Secretary

SCFD BOARD OF DIRECTORS MEETING
September 25, 2025 at 1:00 p.m.
Filipino-American Community of Colorado (FACC)
Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Treasurer Suzanne Crawford, Secretary Dan Brown, Randy Perlis, Tamra Ward, Gino Greco, Patty Salazar, Teresa Valerio Parrot

SCFD Board members not present: Vice-Chair Councilperson Jamie Torres, Eva Henry, Amos Kazzaz

SCFD staff present: Executive Director Andrea Albo, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooth, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Chairperson Cooper Melmed called the meeting to order at 1:01 p.m., followed by introductions. A quorum was present.

2. Welcome from Domingo Belen, Board President, FACC

3. Review and Approval of Agenda

Gino Greco motioned to approve the meeting agenda. Dan Brown seconded. Motion to approve the agenda passed unanimously.

4. Approval of August 28, 2025 Board Meeting Minutes

Tamra Ward motioned to approve the August Board meeting minutes. Randy Perlis seconded. Motion to approve the August Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

Suzanne Crawford stated that the July 2025 SCFD sales and use tax revenue was \$7,712,385.68. The 2025 year-to-date (YTD) sales and use tax revenue is \$49,686,689.08. This compares to YTD 2024 sales and use tax revenue of \$48,893,063.97. The variance is \$793,625.11, a 1.62% increase in YTD 2025 over YTD 2024.

5.2 Chairperson

Jacki Cooper Melmed welcomed Andrea Albo to her first Board meeting as SCFD Executive Director. She also recognized Gino Greco for his final Board meeting. Gino first served on the Jefferson County Cultural Council before joining the SCFD Board in 2019. During his two terms, he was Board Chair in 2021 and 2022, helping SCFD navigate the post-pandemic challenges. We are grateful for his time and assistance with special committees and projects such as the planning session at the Red Cross office in January. Jacki presented Gino with a card and gift expressing SCFD's appreciation.

Chair Cooper Melmed also announced that the new Jefferson County Board representative, Allison (Alli) Scheck, will be welcomed at next month's meeting. Alli has extensive experience in local government, having worked in Lakewood, Wheat Ridge and in her current role as Deputy City Manager of Arvada.

5.3 Executive Director

Andrea Albo began her report by thanking the Board for a warm welcome. She then provided the following updates:

- The Tier III eligibility deadline was Wednesday, September 10th at 4:00 p.m. A total of 45 applications were received and Program Officers have begun processing them.
- This year's Engage Empower Connect Summit (EEC) was Monday, September 15th at 1:00 p.m. at Denver Botanic Gardens (DBG). This successful event had over 250 attendees. Thank you to Tamra Ward and Patty Salazar for attending.
- Thank you to Amos Kazzaz for serving on the RFP Stakeholder Process consultant review and selection committee with herself and Jessica Kato. Three of the six proposals will advance to the interview stage in early October. A final decision is expected by mid-October.
- Nominations are open for SCFD's 2026 Executive Board officers. Thank you to Suzanne Crawford for managing the recommendations. Any Board member interested in serving as an officer next year is invited to contact Suzanne.
- Thank you to Jessica Kato and accountant, Gloria Nedved, for their work on the 2026 proposed budget which will be presented today.
- Thanks also to the County Cultural Council leaders for their work and presentations today.
- Upcoming dates and milestones:
 - Colorado Business Committee for the Arts (CBCA) will roll out their Economic Activity Study of Metro Denver (EAS) on Thursday, November 6th at 9:30 a.m. at Denver Art Museum.
 - SCFD's community impact documentary, "The Art of Growth" will air on Rocky Mountain PBS Friday, October 17th at 8:00 p.m.

Executive Director Albo invited Emma Mantooth to present an annual report update. The 2024 annual report, "Unwavering Wonder", is live and available on the SCFD website. Emma also created a short ["sizzle reel"](#) to highlight the work of many funded partners.

6. Tier III 2025 Distribution

6.1 Tier III Summary & County Funding Plans

Dana Manyothane began her presentation with acknowledgement of the County Cultural Councils (CCC) for their tireless efforts, long hours and dedicated service to the residents of their communities. She then presented a statistical recap of the 2025 Tier III grant cycle. Highlights included:

- This is the second year that all CCCs have used a unified scoring rubric to make grant evaluation more consistent across all counties.
- Across the district, 277 organizations submitted grant applications this year, for a total of 635 requests (combined general operating support and project requests).

- Of the requests received, 618 grants were awarded.
- The total amount requested from all organizations exceeded the amount of funding available by \$6.192 million.

6.2 County Cultural Council Presentations (5 min. each)

Leaders from each CCC presented a summary of their grant review season. They specifically addressed the following:

- Why your work on the council is important to you
- Applicant spotlight(s) – interesting stories or programming from grantees
- The council’s funding priorities and guidelines and any planned changes for 2026

The order of presenters was as follows:

1. Jefferson County – Iris Gregg, Chair
2. Adams County – Aaron Vega, Vice-Chair
3. Arapahoe County – Stephanie Spriggs, Chair
4. Boulder County – Ed Castaldo, incoming Vice-Chair
5. Broomfield County – Chris Floyd, Chair
6. Denver County – Dana Manyothane for Vice-Chair Suzi Smith
7. Douglas County – Tony Sievert, Chair

6.3 Resolution 25-07: Pertaining to Distribution of 2025 Tier III Funds

Gino Greco motioned to approve the resolution. Patty Salazar seconded. Motion to approve Resolution 25-07 passed unanimously.

7. Proposed FY 2026 Budget presentation

Jessica Kato presented the 2026 proposed budget. A conservative sales and use tax revenue projection of \$86 million was used to prepare next year’s operating budget. Projected distributions are:

- Total District revenue = \$86,000,000
- Tier I projection = \$50,904,800
- Tier II projection = \$20,527,400
- Tier III projection = \$13,277,800

Other operating budget highlights included:

- Anticipation of lower interest income if Federal Reserve cuts continue
- Normal operating expenses budgeted to increase 10%
- Return of the summer Block Party and Community Awards
- Continuation of the Stakeholder Assessment Project

Final items to note:

- A surplus of \$9,047 is projected for FY 2026
- A six-month emergency reserve is fully funded
- The Election Cost Reserve is intact (up to \$2M)

At the conclusion of the presentation, Treasurer Suzanne Crawford shared that she has worked closely with Jessica and Gloria for many years and is consistently impressed with their thoughtful and conservative approach to create the best possible budget scenario for SCFD.

The proposed 2026 budget is available for public review on SCFD's website or by appointment in the SCFD office. The budget is expected to be adopted during the October Board meeting.

8. Other Matters (new/old business)

None

9. Public Comment

Gloria Nedved acknowledged the strong SCFD team that works together to manage the District. Chair Cooper Melmed thanked Gloria for her contributions to the team.

10. Adjournment

The meeting was adjourned at 2:28 p.m.



Secretary

SCFD BOARD OF DIRECTORS MEETING
October 23, 2025 at 1:00 p.m.
Virtual Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Vice-Chair Councilperson Jamie Torres, Treasurer Suzanne Crawford, Randy Perlis, Tamra Ward, Teresa Valerio Parrot, Eva Henry, Amos Kazzaz

SCFD Board members not present: Secretary Dan Brown, Patty Salazar

SCFD staff present: Executive Director Andrea Albo, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooh, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Chairperson Cooper Melmed called the meeting to order at 1:01 p.m., followed by introductions. A quorum was present.

2. Review and Approval of Agenda

Teresa Valerio Parrot motioned to approve the meeting agenda. Vice-Chair Torres seconded. Motion to approve the agenda passed unanimously.

3. Oath of Office: Allison Scheck, Jefferson County Appointee

New Board member Alli Scheck read her Oath and was welcomed by all.

4. Approval of September 25, 2025 Board Meeting Minutes

Amos Kazzaz motioned to approve the September Board meeting minutes. Randy Perlis seconded. Motion to approve the September Board meeting minutes passed unanimously.

5. Reports

5.1 Treasurer

Deputy Director Kato presented the Treasurer's Report for Suzanne Crawford. The August 2025 SCFD sales and use tax revenue was \$7,440,597.74. The 2025 year-to-date (YTD) sales and use tax revenue is \$57,127,286.82. This compares to YTD 2024 sales and use tax revenue of \$56,284,367.18. The variance is \$842,919.64, a 1.50% increase in YTD 2025 over YTD 2024.

5.2 Chairperson

Jacki Cooper Melmed reminded the Board of Colorado Business Committee for the Arts' (CBCA) Economic Activity Study roll out on Thursday, November 6th from 9:30 – 11:00am at Denver Art Museum.

She also announced a survey created by the staff to solicit input on the 2026 Board meeting schedule. The survey will be emailed after the meeting and responses are requested by Friday, November 7th.

The Denver Museum of Nature & Science has invited SCFD Board, staff and families to experience their new holiday event, “Magical Winter Nights on Thursday, November 20th. Arlene Hicks will send out a calendar invitation with additional details.

Chair Cooper Melmed provided the Board with instructions on how to participate in the Executive Session later in the meeting.

5.2.1 Nominating Committee *(This was tabled during the Chairperson report and presented after the Board returned from Executive Session.)*

Committee Chair, Suzanne Crawford, proposed the following slate of Executive Officers for 2026, to be voted on at the November meeting:

- Chairperson, Councilwoman Jamie Torres
- Vice-Chair, Patty Salazar
- Treasurer, Amos Kazzaz
- Secretary, Dan Brown

5.3 Executive Director

During her first 100 days Andrea Albo has shadowed Program Officers to learn about the grantee eligibility process, introduced the staff to performance management concepts to be explored further, and begun creation of a data toolkit of information helpful for reauthorization. She is also well underway with her Board and funded partner listening tour as well as selection of the reauthorization stakeholder assessment consultant.

Executive Director Albo thanked Gloria Nedved and Jessica Kato for their work creating the 2026 SCFD budget, which will be voted on later in the meeting.

She then presented the following updates:

- Program Officers continue reviewing Tier III eligibility applications. All applicants will be informed of their status by the end of November.
- On Wednesday, November 19th there is a Fall Mixer to recognize and celebrate County Cultural Council members across the district. It will be held at the Clyfford Still Museum beginning at 5:30 p.m. Board members are welcome to attend.
- In December, Tier III final grant report access and 2026 grant application information will be available.
- SCFD’s community impact documentary, “The Art of Growth” will be shown in public screenings around the District:
 - Lone Tree Arts Center in Douglas County on Tuesday, November 4th at 4:00 p.m.
 - Aurora Fox Arts Center in Arapahoe County on Saturday, November 15th at 6:00 p.m.
 - The Dairy Arts Center in Boulder County on Tuesday, November 18th at both 6:00 p.m. and 7:00 p.m.
 - Northglenn Arts Parsons Theater in Adams County on Wednesday, November 19th at 2:00 p.m.
- Communications Manager, Emma Mantooh has launched the SCFD “Wonder-Cast”, a podcast highlighting individuals behind the scenes of our funded

partners. Episode 2 features the Boulder Metalsmithing Association. Current and previous episodes can be watched on the SCFD website under the Stories tab.

6. Proposed FY 2026 Budget Presentation

6.1 Public Hearing of Proposed 2026 Budget

Executive Director Albo gave a brief overview of the 2026 budget and stated that it has been available for public inspection for at least 30 days, communicated via a notice in the Denver Post and through the SCFD website. No inquiries or comments were received by the office.

In response to Vice-Chair Torres' question about the six-month reserve, Andrea Albo confirmed that SCFD has six months of administrative costs saved.

6.2 Resolution 25-08: Pertaining to Fiscal Year 2026 Expenditures & Revenues for the General & Expendable Trust Funds & Adopting the 2026 Budget

Chair Cooper Melmed introduced the Resolution which was displayed on screen for all participants. Tamra Ward motioned to adopt the 2026 budget. Teresa Valerio Parrot seconded. Resolution 25-08 passed unanimously.

7. Other Matters (new/old business)

None

8. Public Comment

Jannett Matusiak with the Collaborative of SCFD, announced that as they begin the second year of Tier III membership availability, 62 Tier III organizations have joined the Collaborative and of that number, 40 are renewing their membership from year one.

Shannon Robb with Denver Art Museum announced that Camille Pissarro's Impressionism opens on October 26th and runs through February 8th, 2026. Denver is the only US stop for this exhibit.

Amanda Bennett with Denver Museum of Nature & Science invited everyone to experience their "Elephants" exhibit opening on October 24th.

Paul Hammond with Colorado Railroad Museum stated tickets are now on sale for "The Polar Express" train ride. He also encouraged everyone to visit their new exhibit, "Traqueros: Mexican Trackworkers and the American Railroad".

Vice-Chair Torres reported that she recently enjoyed Littleton Town Hall's "Buddy Holly". It was her first visit to that SCFD funded partner and she recommended that Board members attend an upcoming show there.

Chair Cooper Melmed recently attended "The Happiest Man on Earth" at the Denver Center Performing Arts Complex and was delighted to see the SCFD banner displayed outside the theater.

Teresa Valerio Parrot recently joined Patty Salazar and Andrea Albo at Mexican Cultural Center and Colorado Symphony's "Latin Beats". She was excited to see the reactions from audience members who were watching their own history celebrated on stage. Many in the audience were attending their first Symphony performance.

Andrea Albo shared that some SCFD staff members attended a student matinee of Colorado Ballet's "Dracula" on October 2nd. In addition to a beautiful production, she was heartened by the focus and enjoyment displayed by the students.

9. Executive Session for the purpose of receiving legal advice from general counsel with respect to contracting stakeholder assessment services. C.R.S. §24-6-402(4)(b)

Teresa Valerio Parrot moved to transition the Board into Executive Session at 1:30 p.m. Amos Kazzaz seconded. The motion to leave the public meeting for Executive Session passed unanimously.

The public meeting resumed at 1:52 p.m.

10. Adjournment

The meeting was adjourned at 1:54 p.m.



Vice-Chair

SCFD BOARD OF DIRECTORS MEETING
November 20, 2025 at 1:00 p.m.
Virtual Meeting Minutes

SCFD Board members present: Chairperson Jacki Cooper Melmed, Vice-Chair Councilperson Jamie Torres, Treasurer Suzanne Crawford, Tamra Ward, Teresa Valerio Parrot, Patty Salazar, Amos Kazzaz, Alli Scheck

SCFD Board members not present: Secretary Dan Brown, Eva Henry, Randy Perlis

SCFD staff present: Executive Director Andrea Albo, Deputy Director Jessica Kato, Program Officer Dana Manyothane, Program Officer Tim Murphy, Program Officer Kirsten Lang, Communications Manager Emma Mantooh, Executive Assistant Arlene Hicks

1. Introductions and Quorum Determination

Chairperson Cooper Melmed called the meeting to order at 1:02 p.m., followed by introductions. A quorum was present.

2. Review and Approval of Agenda

Amos Kazzaz motioned to approve the meeting agenda. Vice-Chair Torres seconded. Motion to approve the agenda passed unanimously.

3. Approval of October 23, 2025 Board Meeting Minutes

Tamra Ward motioned to approve the October Board meeting minutes. Vice-Chair Torres seconded. Motion to approve the October Board meeting minutes passed unanimously.

4. Reports

4.1 Treasurer

Suzanne Crawford reported that the September 2025 SCFD sales and use tax revenue was \$7,523,560.43. The 2025 year-to-date (YTD) sales and use tax revenue is \$64,650,847.25. This compares to YTD 2024 sales and use tax revenue of \$63,641,986.45. The variance is \$1,008,860.80, a 1.59% increase in YTD 2025 over YTD 2024.

4.2 Chairperson

Chair Cooper Melmed thanked all who were able to attend a screening of SCFD's film "The Art of Growth" when it was shown throughout the District. She specifically recognized Teresa Valerio Parrot for welcoming participants at the 7:00 p.m. Dairy Arts Center screening in Boulder on November 18th.

Chair Cooper Melmed reminded the Board that the holiday event at the Museum of Nature & Science is tonight, beginning with a 5:00 p.m. reception followed by ticketed entry to "Magical Winter Nights".

The meeting packet contained a list of 2026 Board meetings. Chair Cooper Melmed thanked Board members for their survey feedback, which was used to determine the eight meetings, three of which will be in-person at locations yet to be determined. She

announced that starting in 2027, monthly meetings are anticipated in preparation for the 2028 reauthorization.

To conclude her report, Chair Cooper Melmed reminded the Board of two Executive Sessions later in the meeting. The sessions are accessible via separate virtual meeting links provided with the Board packet email and on the Board portal.

4.2.1 Nominating Committee

Committee Chair Suzanne Crawford reminded the board of the proposed slate of 2026 Executive Officers:

- Chairperson, Councilwoman Jamie Torres
- Vice-Chair, Patty Salazar
- Treasurer, Amos Kazzaz
- Secretary, Dan Brown

Chair Cooper Melmed called for a motion. Tamra Ward moved to accept the proposed slate of officers. Alli Scheck seconded. The 2026 Executive Officer slate was unanimously approved.

4.3 Executive Director

Andrea Albo congratulated the incoming Board officers and expressed gratitude to all for their continued support during her first 100 days as Executive Director. She specifically thanked Chair Cooper Melmed for leading the SCFD Board for two years.

Andrea then provided the following updates:

- Her listening tour continues to go well. She has met individually with each Board member as well as funded partners and county leaders around the District. Thanks to the efforts of SCFD's lobbyist, Fofi Mendez, many legislator introduction meetings are being scheduled in preparation for the 2026 legislative session.
- Andrea is leading SCFD staff's study of performance management concepts through "The Four Disciplines of Execution" (4DX). Updates will be provided as the work progresses.
- Contracts are being closely reviewed with a budgetary lens. This includes the proposed stakeholder engagement contract and Deborah Jordy's advisor agreement. Through input from Board, staff and Deborah herself, four key focus areas were defined: 1) strategic framework development input with a reauthorization focus, 2) speaker's Bureau strategy development, 3) messaging and Communications input as needed, and 4) institutional knowledge transfer.
- Deputy Director Kato and the program officers are completing eligibility reviews for organizations seeking SCFD funds.
- Program officers led a recognition event on November 19th celebrating the work of our volunteer County Cultural Council members. It was well attended and the Clyfford Still Museum was a wonderful venue.

Looking ahead to the February 2026 Board meeting, staff will provide an update on performance management initiatives and data measures. The meeting will feature speakers who will help us prepare for reauthorization.

In response to input from the Executive Director listening tour, creation of a Data toolkit is underway. The Board meeting packet contains a sample County dashboard for review. Before other county dashboards were created, Andrea asked for feedback on the draft document. There was general Board appreciation for the dashboard with the following suggestions:

- Improved clarity regarding the language used to indicate the percentage of county residents who participated in events/offerings from SCFD grantees (“Grantee Engagement”).
- Adding economic impact for the county, in addition to the overall \$3.12 billion District-wide impact.

Andrea stated that additional dashboard feedback is welcome. Staff will incorporate suggestions into the final dashboards for each county and continue building tools to support education and awareness of SCFD and its impact.

To conclude her report, Andrea provided specific arrival instructions for the holiday reception and “Magical Winter Nights.”

5. Colorado Business Committee for the Arts Economic Activity Study Presentation – Christin Crampton Day, Executive Director

Christin Crampton Day presented an overview of CBCA’s Economic Activity Study released on November 6th. Her presentation is available through the SCFD office. A comprehensive white paper is also available on the [CBCA website](#).

6. Colorado Creative Industries Update – Josh Blanchard, Executive Director

Josh Blanchard presented an overview of CCI, state funding, their federal partnership and key programs. His presentation is available through the SCFD office.

Vice-Chair Torres expressed interest in following up with CCI on ways the city of Denver can support artists and businesses in cultural corridors, specifically the Santa Fe Arts District.

7. Other Matters (new/old business)

Vice-Chair Torres thanked Chairperson Cooper Melmed for her leadership of the Board over the last two years. Chair Cooper Melmed then recognized the SCFD staff for their support of the Board.

8. Public Comment

None

9. Stakeholder Assessment Consultant Contract

9.1 Executive Session pursuant to Section 24-6-402(4)(e), C.R.S., to determine positions relative to matters subject to negotiations; developing strategy for negotiations, and instructing negotiators related to engaging a consultant to assist the SCFD’s statutory reauthorization efforts.

Teresa Valerio Parrot moved to transition the Board into Executive Session at 2:17 p.m. Patty Salazar seconded. The motion to leave the public meeting for Executive Session passed unanimously.

The Board returned from Executive Session at 2:39 p.m.

9.2 Board approval of Consultant Contract

Chair Cooper Melmed called for a motion to approve the agreement with GBSM for the purpose of providing consulting services related to the SCFD 2028 reauthorization and authorizing Executive Director Andrea Albo to execute the contract on behalf of SCFD. Amos Kazzaz made the motion. Suzanne Crawford seconded. The motion to have Andrea Albo execute the contract with GBSM passed unanimously.

10. Executive Session pursuant to Section 24-6-402(4)(f)(I), C.R.S., to discuss personnel matters related to the Executive Director position.

Tamra Ward moved to transition the Board into its next Executive Session at 2:41 p.m. Vice-Chair Torres seconded. The motion to leave the public meeting for Executive Session passed unanimously.

The Board returned from Executive Session at 2:59 p.m.

11. Adjournment

The meeting was adjourned at 3:00 p.m.



Vice-Chair