

# SCFD BOARD OF DIRECTORS MEETING

January 28, 2010

1:00 pm

Aurora History Museum

Meeting Minutes

**SCFD Board members present:** Chair James Harrington, Vice Chair Stevan Strain, Treasurer Jim Martin, Secretary Councilwoman Marcia Johnson, Joseph Arcese, Mark Addison, Khadija Haynes, Dave Montez, Kathleen Stapleton, Bob Grant, and Shepard Nevel

**SCFD staff present:** Peg Long, Executive Director, Program Manager Nancy McCamey, Program Manager Donna Smith, Office Administrator Sheila Mieger

## 1. Introductions

James Harrington called the meeting to order at 1:10 pm, followed by introductions. A quorum was present.

Alice Lee Main, Division Manager of City of Aurora - Cultural Services Division, thanked everyone for coming to the Museum.

## 2. Approval of November 19, 2009 Board Minutes

Jim Martin motioned to approve minutes. Stevan Strain seconded. The motion to accept the minutes passed.

## 3. Approval of Public Meeting Notice

Jim Martin asked the reasoning as to why the Denver Post is the only newspaper listed to send the meeting notices to. Peg Long said there was no particular reason and that both the Denver Post and the Rocky Mountain News were listed until the News dissolved. The Board asked for the Resolution to be amended to include the Denver Post and newspapers on the SCFD Press List. Mark Addison motioned to approve Resolution 10-01 with the amendment, and Dave Montez seconded. The motion passed.

## 4. Reports

### 4.1 Treasurer

Jim Martin reported that the November 2009 SCFD month-to-date (MTD) sales and use tax revenue was \$3,163,869.37 as compared to November 2008 tax revenue of \$3,091,944.08. The 2009 MTD variance is \$71,925.29, which is a 2.33% increase over November 2008. The 2009 year-to-date (YTD) sales and use tax revenue total is \$33,443,200.16 compared to YTD 2008 \$38,145,292.18. The variance is (\$4,702,092.02), which is a 12.33% decrease in YTD 2009 over YTD 2008. With just one more month of collections to go (December), the gap between YTD 2009 and YTD 2008 has moved closer yet to our projected 2009 fiscal year revenue overall decrease of 12% over 2008. The current Colotrust rates as of January 27, 2010 are .05% Prime and .22% Plus

James Harrington stated his hope that the interest rates increase since the SCFD operating budget is dependent on the interest earned on collections. Mark Addison asked Peg Long the status of the CDs. Peg reported SCFD is currently invested in four CDs. There are not many options considering the money can't stay in a CD for very long. Stevan Strain suggested the Board consider changing the policy from having 6 months of reserves to 12 months of reserves. James Harrington asked Peg to add the subject of reserves to the Board planning session agenda.

### 4.2 Chairman

James Harrington read a thank you note the Board received from Lewis Sharp regarding his retirement and the gift of an honorary SCFD Rex Morgan Award. He reported the recent Cultural Forum with speaker Richard Evans was good. James asked Donna Smith to give an update on the Rex Morgan Tribute. Donna reported donations are currently at \$58,400. El Pomar Foundation recently donated \$3,000. The original goal was \$60,000. The goal has been increased by \$15,000 to cover installation and event costs.

### 4.3 Executive Director

- Peg Long reported she hired a half time person, Cassiope Sydoriak, who will start February 1.
- Peg gave Jim Martin a copy of the SCC financial compilation for his review.

- Carbonite, an offsite back up company has been hired for \$50 a year to manage daily SCFD computer backups.
- VISIT Denver has selected SCFD to receive one of its 2009 Tourism Star Awards, to be presented at its Tourism Hall of Fame Dinner on Thursday, March 4th. James Harrington and Peg will attend.
- Peg invited Board members to attend the CBCA 25<sup>th</sup> anniversary luncheon March 11th.
- She read feedback about a recent Tier III grant workshop.
- Peg thanked Shepard Nevel for arranging for his colleague Gretchen Colbert to present a Financial Training Workshop for the Tier III county Cultural Council members.
- Peg met with SCFD's lobbyist and RTD regarding upcoming bills. Peg recommended SCFD stay neutral on all issues. Peg asked for the Board's permission to speak on the benefit of arts education without taking a stand on the arts education bill. The Board agreed. The Board had a short discussion regarding what each of them knew of the various bills.

## 5. Election of Officers

Stevan Strain asked Shepard Nevel to present the recommended slate 2010 officers. Shepard Nevel offered a motion that the Board accept: James Harrington – Chair, Jim Martin – Vice Chair, Councilwoman Marsha Johnson – Secretary and Joseph Arcese – Treasurer. Kathleen Stapleton Seconded. The motion passed. James Harrington thanked Stevan Strain and the nominating committee for their service. This was the first year a formal process to elect officers has taken place.

## 6. Presentation by Gene Sobczak, Arvada Center: Summer Collaborations

Gene presented the Board with a handout outlining the History of Arvada Center's Summer Programming, 2009 Summer Series of Cultural Attractions, 2010 Summer Series of Cultural Attractions, Partnership with the SCFD and Series Configuration and Design. He asked for the Board's permission to call the summer series, which will feature SCFD funded groups, SCFD Summer Series of Cultural Attractions at the Arvada Center. Gene emphasized he is not asking the Board for additional funds or significant staff involvement. He sees this as an opportunity to promote the SCFD brand. SCFD staff would be involved in the application design process and progress of the event. SCFD board members would have an opportunity to speak from the stage before performances. The Board engaged in a lively discussion regarding the details of the series. The Board approved the concept asking staff to say involved.

## 7. Thank You and Goodbye to Mark Addison

James Harrington thanked Mark Addison for his six years of service to the SCFD Board. He shared a brief history of what Mark has done for the arts community of the metro area during the course of his life. Vicki Sterling – Denver Art Museum, David Dadone – Boulder Museum of Contemporary Art and Barry Knapp - Boulder County Cultural Council each spoke regarding the contributions Mark and his wife Polly have and are making to their organizations and communities. Mark thanked everyone for their kind words and encouraged the Tier I organizations to continue communicating with each other. He asked the Board to keep arts education on its radar and to save money for election costs.

## 8. Public Comment


Steve Wilson - SCC and Mizel Center, Randy Weeks – The Denver Center for the Performing Arts, Jane Potts – Denver County Cultural Council and Alice Lee Main – City of Aurora , Cultural Services Division expressed gratitude to Mark Addison for his service and commitment to the cultural community.

## 9. Executive Session for Personnel Matters

James Harrington read the Executive Session Announcement. The Board entered executive Session at 3:05pm. The public board meeting was reconvened at 3:25 p.m.

## 10. Adjournment

Motioned to adjourn the meeting was passed and the meeting was adjourned at 3:25 p.m.

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 Secretary