

**SCFD BOARD OF DIRECTORS MEETING**  
**January 24, 2008**  
**1:00 pm**  
**Black American History Museum**  
**Meeting Minutes**

**SCFD board members present:** Chair James Harrington, Treasurer Stevan Strain, Secretary Gene Kucinkas, Vice Chair Holly Osgood, Jim Martin, Kathleen Stapleton, Mark Addison, Dan Hopkins and Marcia Johnson

**SCFD board members absent:** Nancy Lee, Jake Zambrano

**SCFD staff present:** Executive Director Peg Long, Deputy Director Karen Gerrity, Tier III Coordinator Nancy McCamey and Office Administrator Sheila Mieger

**1. Introductions**

James Harrington called the meeting to order at 1:03 pm, followed by introductions.

**2. Approval of last meeting minutes**

Holly Osgood motioned to approve the minutes for the November 8th board meeting and Stevan Strain seconded. The motion passed.

**3. Resolution 01-08: Posting of Public Meeting Notices**

Holly Osgood motioned to approve Resolution 01-08, and Kathleen Stapleton seconded. The motion passed.

**4. Report from Robin Doerr, Denver Botanic Gardens**

In September the Botanic Gardens asked the Board for permission to redirect funds originally set aside for the Chili Festival. The Board agreed on the condition that the Botanic Gardens present in January their strategy for engaging the Denver's Hispanic Community. Robin Doerr and Lisa Eldred outlined the Gardens new marketing campaign which illustrates how the city and plant life intersect. The Gardens are working closely with Museo de Americas to develop collaborative programming and Elsa Mero to host a pumpkin festival. The Gardens plan to partner with leaders in our Hispanic community to create programming events that involves the Hispanic community rather than being created by others for members of this community.

The Gardens are at the start of a five year capital campaign to raise 70 million dollars. Almost half of the funds have been secured. The first phase is the replacement of the greenhouses and the irrigation system.

**5. New Tier III Application**

Peg Long summarized the two year process which resulted in the current interactive PDF version of the Tier III application. Sheila Mieger presented an interactive demonstration of the form. The form has been streamlined and now includes features such as auto populating organizations' name on the top of every page and auto calculating the addition. Holly Osgood asked if the office computer storage system will be adequate to handle the increase in data files and what the system is for backing up data. The current server at the SCFD office is able to handle the increased influx of data. A back up disk is created once a week. The disk is kept at a staff person's home. The staff has a meeting with a computer consultant on Monday, January 28 to discuss the system going forward. Holly Osgood and Jim Martin asked the staff to investigate how best to secure off-site storage back up of files.

## **6. Reports**

### **6.1 Chairman**

James Harrington shared that SCFD's long standing attorney, James Windholz, passed away New Year's Day. Mr. Windholz's colleague, Bill Hayashi has agreed to continue representing SCFD until the Board decides otherwise. James Harrington asked that the staff send out RFP's to law firms that specialize in municipal and special district law. He also asked that the law firm be of the mind set of giving back to the community. The SCFD does not have the funds to pay large legal fees. He also suggested a subcommittee form to review the RFP's. Jim Martin and Stevan Strain agreed to serve on the subcommittee.

James Harrington asked the Board if they would be interested in having a half day retreat to discuss the future of SCFD. The last Board retreat was June of 2006. The Board agreed. James Harrington asked Peg Long to find a date, in March or April, a location and facilitator for the event. The retreat would be in addition to the regular Board meeting schedule.

### **6.2 Treasurer**

Stevan Strain reported that the Colorado Trust interest rate is now at 3.5%. The SCFD budget is based on the interest rate being 4%. SCFD does have a six month reserve if needed. The November 2007 numbers are higher then November 2006 due to the snow storms in 2006 causing government and banking offices to be closed.

### **6.3 Executive Director**

Peg Long thanked the Board for meeting with her one-on-one. She has a few more Board members to meet. Peg Long discussed the Tier III District Wide Grant Workshop that took place on January 12. She encouraged the Board to attend the workshop in Littleton, January 26. These workshops have created a more district-wide approach to SCFD.

Peg Long shared that SCFD has been asked to participate in upcoming conferences to discuss the history of the District formation, its challenges and success.

Gene Kucinkas asked if the staff had plans to encourage more collaboration between the Tiers. Peg Long has met with Tier I organizations that would like to share their resources and knowledge with the other tiers, especially in the areas of marketing and fundraising. Peg Long also shared that 2008 is the 20<sup>th</sup> Anniversary of the SCFD. She would like to reinstate the Inter Tier meetings and include a discussion of ways to celebrate this Denver metro area success.

## **7. Public Comments**

La Wanna Larson of the Black American West Museum gave an overview of the museum and its successes. It was the 8<sup>th</sup> most popular paid tourist attraction in Denver a few years ago. The Museum has just acquired 19 blocks of land in Deer Field. La Wanna Larson shared how having SCFD funds gives that Museum credibility to obtain other funds.

Kathleen Stapleton noticed that the SCFD was not included on the Denver Art Museum's list of major donors. She brought this to the attention of the museum and was happy to share a recent photo showing the SCFD logo on the donor sign.

Mary Chandler of the Rocky Mountain News asked if the SCFD paid the December election cost invoices. James Harrington stated had they had.

## **8. Election of Officers**

Marcia Johnson motioned to accept Dan Hopkins as Secretary, and Kathleen Stapleton seconded. The motion passed.

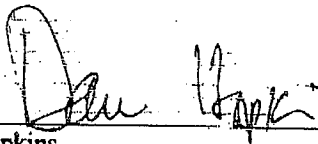
Marcia Johnson motioned to accept James Harrington as Chair, and Kathleen Stapleton seconded. The motion passed.

Marcia Johnson motioned to accept Holly Osgood as Vice Chair, and Kathleen Stapleton seconded. The motion passed.

Marcia Johnson motioned to accept Stevan Strain as Treasurer, and Kathleen Stapleton seconded. The motion passed.

9. Adjournment

Stevan Stain motioned to adjourn the meeting and Kathleen Stapleton seconded. The motion was passed and the meeting was adjourned at 1:30 pm.



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Dan Hopkins  
Secretary