

North Fork Valley Creative Coalition

Board of Directors Meeting

Wednesday, March 13th, 2019

6:00pm at Edesia Warehouse, Paonia



Board Meeting Minutes

Attendees: Susie Kaldis Lowe, President
Mary George, Treasurer
Kaspar Keil, Board Member
Josh Paigen, Board Member
Heidi Hudek, Board Member
Pamela Jackson, Board Member
Sara Rodriguez, Board Member
Carol Newman, Program Manager

Absent: Winter Ross, Board Member
Patti Kaech, Board Vice President
Kate Cerridwen, Board Member
Tanya Black, Board Member

6:06pm Call to Order

Susie calls meeting to order, 7 of 11 Board Members Present.

Accept & Approve Minutes from February Board Meeting

- Sara moves to approve minutes, Mary George seconds, In Favor: ALL

Review Financial Reports: Cash Flow and P&L

- P&L review (Synopsis by Mary George)
- Susie delivers a \$1000 check from Town of Paonia (for general operations).
- \$9,591.00 (currently in the bank), more checks due soon so balance will increase.
- \$169.32 in membership renewals - Ecoshelter and Stone Cottage.
- Heidi moves to approve P&L and Cashflow, Pamela seconds, In Favor: ALL

Program Manager Report

- Carol went to Public Art & Signage Meeting
- Also planned a walk-through for future Hotchkiss Clinic art show
- Carol reestablished Creative Directors meeting (monthly). Met earlier this week.
 - o For exploration of collaborations, and to overvoid overlap.
 - o Creative Directors would like to close down alley for FFF.
- Create Success! - Monday March 25th, a video on intellectual property law for creatives at Library
 - o 630-8pm. Free to Members, \$10 donations for non-members.
- Met with Amy at KVNF to get the details on bi-annual Membership Drives
- Carol released a team calendar with color-coded Action Team calendar items
- Moving forward Carol will be focusing on Community Outreach, Membership and Fundraising.
- Board strategizes with Carol on FB marketing tactics, cross-posting and page-connection.

- We applied for and received free admission to a seminar on finances for non-profits in July in GJ
- Also drafted and released an event/project template for project timeline execution.
- Compared Salesforce and Quickbooks. Analyzed records that match and those that did not between the two management systems.

On Boarding Documents

- Susie asks that we commit to these and sign by the next Board Meeting.
- Governing Policies: Summary of Organizational Structure.
 - Susie proposes that Executive Committee edits this document in a separate session.
- Board Confidentiality Agreement
 - Josh moves to accept agreement as it stands, Heidi seconds, In Favor: ALL
 - All of the printed documents will be hard copy signed.
- Board Member Code of Ethics
 - Board decides this document needs a bit of editing to clarify support of special interests. Executive Committee agrees to edit this document.
 - Clarification for communication protocols need to be addressed in this document. Communication protocols for both within the Board and also outreaching.

Patti Kaech, Board Vice President Arrives.

- Conflict of Interest Questionnaire
 - Board agrees with statements. Board agrees that this document represents personal accountability
 - Susie suggests that we develop a grievance protocol for the cases in which Board Members do not follow this on-boarding document, or any others.
- Conflict of Interest Policy
 - Josh moves to accept Conflict of Interest Policy, Heidi seconds. In Favor: ALL
- Version Two NFVCC Board Commitment
 - Board digests document and makes suggestions for Board Member Requirements.
 - Board decides to assimilate Version One and Version Two into one concise Board Commitment Document. Executive Team will draft this final document.

Action Teams

- Membership Team
 - Will move forward with March "Create Success" Event for Professional Development
 - Membership Team will draft marketing material for bi-annual membership drives. First drive starting end of April 2019.
- Events Team
 - Too Wild To Drill coming up.
 - Presence for Final Friday Frolic: March/April
- Public Art & Signage
 - First mural coming soon! On the "Hightower" building.
 - \$4,350 dollars total cost
 - Nick (building owner) will contribute \$3500
 - Susie asks for revision to CCI grant to cover mural costs as well as lighting for Paonia sign.
 - Mary George moves to amend CCI grant, Patti seconds. In Favor: ALL

- Community Outreach
 - Susie attended Delta County Fair Meeting, we will help them publicize their art fair.
- Fundraising Team
 - More funds coming in.
 - Asked for \$400 from Alpine Bank as a matching grant for KVNF underwriting.
 - CCI Grant drafted.
 - NEA grant will be submitted for mural immersion festival.
 - We will apply for Aun
- Marketing Team
 - Susie: Tell me what you need and I will get it to you.
 - Colorado Creative Corridor Marketing going great.
 - Marketing Highlighted Businesses for CCC
 - Breakfast: Root & Vine
 - Lunch: Remedy or Berg Harvest or Third Street Grill
 - Dinner: Salt, Pollen (formerly Flying Fork)
 - Drink: Stone Cottage Cellars
 - Lodging: Wisheart Springs Inn
 - Activity: Paradise Theater
 - Activity: Orchard Valley Farms
 - Activity: Refinery Boutique

Selecting April Board Meeting

- Selected for Thursday April 4th at 6:00pm.

Adjourn