

# North Fork Valley Creative Coalition

Board of Directors Meeting

Thursday, October 3, 2019

6:00pm at Kaspar Keil's residence.



## Board Meeting Minutes

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

Absent: Patti Kech, Vice President  
Mary George, Board Member

### 6:06pm Call to Order at Kaspar Keil's Residence.

- Susie calls meeting to Order @ 6:06pm

### Minutes Review

- Kaspar moves to approve the minutes from September Board meeting. Sara seconds, In Favor: ALL.

### Review, Accept, and Approve Financials

- Budget vs. Actual: Up-to-date through Sep. 30, 2019. May need to combine "Advertising" line item with "Marketing" line item. A need to clean-up line items moving into 2020, for 2020 budget.
  - Colorado Grand has notified us that they will not be funding us.
- *Quickbooks*: With Mary leaving we will need to transfer to Quickbooks online: at \$40/mo: \$480/yr. We will need to start this in December and ideally find an annual sponsor.
- Balance Sheet: \$10,688.00 currently in the bank.
- \$7,500 earmarked for signage, \$2,500 for Map of My Kingdom. (\$10,000 restricted)
- Also 3 more months of payroll: \$5400.00
- Paonia Holiday Fair Expenses also coming up. Generally a break-even wash.
- Need to harness donation relationships with Donors. Azura Cellars may be a good approach.
- Still potential for differentiation between Member, Sponsor, Donor.
- Donor campaign letters will be sent out before Thanksgiving.
- Heidi & Susie put in \$5000 requests to Town and County for 2020.
- We will need \$10,000 in the bank to show CCI.
- We are \$6000.00 short for 2019 (not counting the FB fundraising funds from Susie).
- Sara moves to accept the financial statements, Kaspar seconds, In Favor: ALL.

## Fourth Quarter Projects Review

- Mountain Harvest Festival Review
  - Creative District Public Events and Policies: How can we work with the town to create a strong partnership. Perhaps Evan our Vista worker can help strengthen the partnership. Looking toward the future: how can we help create space for things like fire performance.
  - A financial wash, break-even.
  - Positive public feedback with relation to FFF and street closure.
  - Let's look at creative planning for the future of FFF and inclusion of additional event aspects.
- Membership Drive
  - Jaycee, a new member.
  - Pattie going to do a personal membership.
  - Tara Miller needs to review.
  - Carol suggests: discounts for Members who sign-up other Members.
  - Let's look at incentives for Spring Membership Drive: T-Shirts, etc.
  - Moving forward for this Fall's membership drive. **Nov. 10 is the annual membership meeting.** Membership Drive leading up to meeting.
  - We will need a location for a Membership Meeting on Nov 10.
- Arts Alliance
  - May need to find a grant that will help facilitate this.
- Ciderfest
  - Should we get involved and contribute to making the event more fun with a \$5 fundraising booth?
  - Board discussion and ideas, discussion tabled.
- Signage
  - Evan is working on an MOU for maintenance of signs. Carol will be checking in with Mr. Crawford to see where we stand.
  - November we will work on the Billboard sign.
  - Kaspar will help coordinate signage for Poulos Park, after Oct. 20th.
- Smithsonian
  - Carol is still waiting on contacts for other community organizations outside of the creative sector. Carol will work with Blue Sage to get a project plan and timeline.
  - Susie submitted a grant for \$7,500 that would include funding for:
    - Grand Avenue Potluck
    - New Mural for the downtown illustrating change: past, present, and future.
    - Story circles, playback theater.
    - Show at the Blue Sage.
- Map of My Kingdom
  - Will need airport transportation.
  - We are bringing the play.
  - Need tickets: Eventbrite, BrownPaperTickets?
- Board Recruitment
  - Molly Wheelock (sp?)

- o Chaucy Schader (sp?)
- o Kelly Notoris (sp?)
- o Megan McCormick
- o At Nov 10 meeting, the membership votes to bring them on.
- o Board will do Email followup regarding new recruits.
- Holiday Art Fair
  - o Carol will work on getting applications up and posted around town.
- West Elk Clinic Show
  - o Ask Artists if they can extend until January? Carol will tackle this next week.
- Art & Ag Debrief:
  - o Oct 7, Root & Vine at 10am.
  - o Carol will work on 2018 to 2019 comparison.
- Website: We will need a new Webmaster before Spring 2020.

### Space to Create Update

- Heidi fills in the Board regarding S2C.
- Currently looking at two properties
- Negotiating with town relating to town ownership for future building.
- Future meeting coming up Oct. 23 for CCI to reinitiate the process.
- S2C will be paying for re-appraisal. Kaspar recommends Certified General Appraisal.
- Town will also be paying for a building inspection.
- CCI has approved moving forward with a renovation rather than a complete new build.

### New Staff Position(s) in 2020

- Board agrees that there is a need for an Executive Director
- Carol will draft a job description for an ED which will combine Carol's tasks and Susie's.
- Sara suggests a salary position, Susie agrees.
- Josh suggests bumping the ED position up to \$30K a year.
- Need high-level, thinking, strategic planning:
  - o Quickbooks, salesforce, social media, etc.

### Setting Time/Place for the next Meeting:

- Thursday November 7th, 4pm-6pm
- At Kaspar's House

**Meeting Adjourned at 8:10pm.**