



Board of Directors Meeting
Meeting: 11:30 a.m., Oct. 8, 2014
Bret Kelly, Room A, 1st Floor
Rawlings Library ★ 100 E. Abriendo Ave. ★ Pueblo, Co 81004

M I N U T E S

A. Welcome and Call to Order..... Jim Stuart

Mr. Stuart called the meeting to order at 11:35 a.m.

B. Roll Call and Verification of QuorumAmber Pepin

Board Members Present: R.J. Black Schultz, Carol King, Priscilla Lucero, Jim Stuart, Joyce Vigil, and Michael Voute

A quorum is met with 7 of 8 (88%) members present.

Staff Present: Chris Brogan, Midori Clark, Amber Pepin and Jon Walker.

Excused: Julie Rodriguez

C. Modifications to Agenda for Oct. 8, 2014 Meeting All

No modifications requested.

D. Approval of Minutes of July 9, 2013 Meeting All

Carol King a motion to accept the minutes. Seconded by Michael Voute. All in favor.
Motion passes.

E. Treasurer's ReportMichael Voute

Mr. Voute reports that we will address the proposed 2015 budget, IRS 990 and current financial statements.

The 2013 IRS 990 has been distributed to the Board via email. All board members are responsible for the findings in the IRS 990 which is an official, public document. Includes auditor's changes implemented based upon prior discussions. It reflects that the Booklovers Blacktie Ball lost \$17,000; however, Mr. Voute feels that while it is accounting correct, it is a major event for both the library and foundation – it is an investment rather than a loss.

2015 draft budget has been distributed. The first column is an idea of what 2014 will look like. Some of the major fundraising efforts that have been made by the fundraising staff supported by the library. Some fundraising dollars have been made to the library rather than the Foundation. In 2015 budget, asterisks reflect in-kind items from the library.

Under estimated 2014, the amount shown as an expenditure, is a transfer to the library in the amount of \$325,000. Mr. Voute proposes, that the Foundation make an additional transfer of \$75,000. Mr. Voute made a motion to transfer \$75,000 to the library. Priscilla Lucero seconded the motion. All in favor. Motion passes.

Mr. Stuart asked for clarification on BBB loss. Mr. Walker reports that the author is an event of the library and dollars invested are to increase the visits. The money invested will be invested by the library to meet PCCLD's mission and as long as the PCCLD Trustees wish to have the event it will continue. In addition, sponsor dollars have not been included on the Foundation line-item income in the past as it will be going forward according to Ms. Clark.

Mr. Voute also presented the current financial statements, including one that reflects the last quarter as we discussed at the July meeting. The \$28,019 in-kind income from the library offsets the staff time. Mr. Stuart asked if we want to approve the revised 2014 budget. Mr. Voute motion, Ms. Lucero seconds the motion. All in favor. Motion passes.

Ms. Lucero wants to ensure the Board understands that the IRS 990 must be reviewed by all. Conflict of interest policy is important – consider page 6, 2b – ensure those conflicts are addressed in future. Annual certification of conflict of interest. Keep those documents on file – present each January meeting.

F. Director's Report..... Midori Clark

Capital campaign update 2014

Ms. Pepin reports we are currently at \$50,000 ahead of the last established goal. Mr. Walker passed around the summary provided by Ms. Pepin and would like to compliment the staff because the original goal was \$300,000. Additionally, the original assumptions on the budget shifted, increasing costs. Mentioned how Park View Elementary School students raised \$1,000 because of their excitement for the new library.

Next steps in fundraising

Ms. Clark reports that it is bittersweet that we end the capital campaign. The Foundation was formed initially because of threatening ballot issues that would have had a negative effect on the library's budget. Out of that, the Foundation was created. Luckily it dovetailed with the new libraries project because it was ideal to promote the foundation while a tangible project was in place.

We would like to start thinking of long-term sustainability and funding for the library district. Creating an endowment – Ms. Clark passed out an AFP endowment article. This is long-term thinking. Build a corpus or principal of money. Earnings can be spent for designated "things." How do we grow that corpus to make money for the library in the future? Mr. Stuart reports that as a Library Trustee, he has been bemused that we have about \$2 million in a fund balance, but we cannot invest it, so if people want to give to the library, we want to encourage they give to the Foundation so that it can be invested.

Ms. Clark hopes that the Friends of the Library might become one of our first investors. Mr. Walker says that the Library is currently in a position of strength, the capital campaign exceeded our expectations and now is the time to look toward the future.

Mr. Voute asked if donors would be able to designate or not and how that would be decided. Ms. Clark reports that those things need to be decided and developed and ideas from the Southern Colorado Community Foundation may be implemented. A \$10,000 fund, reaps \$700-900 for spending. Gifts less than that go the general community fund. Ms. Lucero that this is a big idea. The Arts Center has a permanent endowment fund and they spend the funding each year (\$70-80K). It's difficult for people to give endowments because it's not tangible, but it's absolutely a key goal. The Foundations that live in perpetuity have endowments.

Mr. Voute asked how long – Mr. Stuart said that originally the idea was 25 years to establish. Ms. Clark said the Friends, BBB proceeds could go toward that endowment as we go forward. 2015 will be year of creating processes, policies, infrastructure, etc.

Ms. Clark presented information on our newest fundraising – the Philanthropy Institute 2015. Joyce, Carol, Julie and Jim have met with us since the last board meeting to hone in on what this project will look like. The Philanthropy Institute is a six-month program for high school aged girls with several leadership workshops culminating with a big ball at the beginning of the summer celebrating their achievements. We are going to be accepting applications for the 2015 Cohort now, recruiting through Jan. 9, 2015. We'd like to ask you to let us know if you know of a girl. We need to recruit a class of 25 to make this work. Topics: Communication, leadership style, business etiquette, volunteerism – resulting in knowledge that will make them better citizens and hopefully life-long donors to the library. The application requires a resume and an essay, 2 letters of recommendation, raise \$100 each and an additional \$1,000 as a class. The cost is \$1,000 per girl.

Ms. Lucero said the \$1,000 application fee seemed quite expensive and noticed the scholarship component and asked if the SCCF might be a good partner and Ms. Clark said we would be applying. Scholarships are important due to Pueblo's economic status and that scholarships could be just a portion of the \$1,000.

Mr. Voute asked if this would be limited to Pueblo County in scope and how much would the courses cost and would they be held at the library? Ms. Clark said she hopes that women in the community would donate their time and courses would be held at the library.

Mr. Stuart said it's important to promote it as a Young Women's Leadership. Ms. Lucero feels that Leadership should be the key word.

Recruitment ideas: The Chambers of Commerce, CSU-P President's Leadership Program, Kiwanis, Rotary

Booklovers Blacktie Ball – Oct. 25

There are already 133 registrations for the event. Need a volunteer to pick-up and return author from hotel to event. Silent auction items are needed. R.J. brought in a maid service coupon – if there is anything you can think of or would like to contribute to the Board basket.

G. Board vacancies and recognitions

Saddened that Gary has been unable to participate this year and passed away last month. Was such a great supporter of the library and foundation and will be missed by all of us. We will need to appoint a vice-president and Ms. Priscilla Lucero will also be leaving the Board. Ms. Clark presented Priscilla with a gift from the Foundation for her service. Mr. Stuart ends at the end of 2014 as well as Joyce Vigil. Jenelle Chorak is a good prospect. She is a financial advisor and Ms. Clark is having lunch with her next week. Two possibly three positions to fill.

Mr. Voute and Ms. King will be parting the Friends board in April 2015, but can finish out the year. Ideas: Bernie Zercher

H. 2015 Board meeting dates Midori Clark

Table until January 7, 2015

Next Meeting: Wednesday, Jan. 7, 2015

Adjourned 12:50 p.m.

Respectfully submitted,

Amber Pepin
Recording Secretary