

**Colorado Humanities Board of Directors Meeting
March 4, 2023
Hybrid via Zoom and Gary Community Ventures**

Meeting overview and materials

Board business (page 1)	Agenda, Minutes
Chair's report (page 1)	
Executive Director's Report (page 1)	
Board giving update (page 2)	FY2023 Pledge Form
Nominating Committee (page 3)	Candidates for Endorsement
Development Committee (page 3)	Board Giving Policy, FY2023 Fundraising Status
Finance Committee (page 4)	January 2023 Financial Statement
Program Committee (page 5)	Program Status Report
Self-Assessment Working Group (page 5)	Self-Assessment Overview

Actions taken

- Approval of the agenda (page 1)
- Approval of the December 3, 2022 Board meeting minutes (page 1)
- Endorsement of Board candidates to be elected in June (page 3)
- Tabling of Board Giving Policy vote for further revision (page 3)

Assignments/Directives

- | | |
|---|-----------------------|
| <input type="checkbox"/> Distribute United We Stand application packet (page 2) | Coval |
| <input type="checkbox"/> Contact Coval regarding interest in participation in Humanities on the Hill (page 2) | Board |
| <input type="checkbox"/> Further revision of the Board Giving Policy (page 3) | Development Committee |
| <input type="checkbox"/> Share fundraising outreach ideas with the Development Committee (page 4) | Board |
| <input type="checkbox"/> Share Self-Assessment ideas and survey questions (page 5) | Board |

Next meeting

June 3, 2023
Location TBD

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Present: Lee, Best, Fajardo, Goletti, Hoeven, Holden, Jones, Kalish, Keith, Lobello, Montgomery, Philpott, Witherow

Absent: Brendza, Cordova, Dadone

Staff: Coval, Albright, Jones

1. Optional icebreaker (Lee)

2. Welcome (Lee)

3. Approval of agenda (Lee)

Motion by Lobello to approve the agenda.

Seconded by Witherow

Vote: Unanimously approved

4. Approval of minutes of the December 3, 2022 Board meeting (Lee)

Motion by Kalish to approve the minutes of the December 3, 2022 Board meeting.

Seconded by Hoeven

Vote: Unanimously approved

5. Chair's report (Lee)

a. Board members' recent activities

Lee thanked individual members for their recent activities.

b. Board meeting locations

The board discussed possible locations outside of the Denver-Metro area for upcoming meetings. Suggestions:

- Ft. Collins, June 2023, Hoeven as host, CSU as venue, potential to coordinate a Five States of Colorado film screening
- Colorado Springs, June 2023, Lobello/Witherow as host, concurrent with a CBA finalist reading
- Grand Junction, September 2023, Kalish as host, concurrent with History Alive! Colorado West Chautauqua
- Greeley, September 2023, Goletti as host, UNC as venue, film screening potential
- Walsenburg, September 2023, concurrent with Museum on Mains Street exhibit

6. Executive Director's report (Coval)

Coval thanked Lee for her recent activities.

a. Staffing update

Part-time clerical assistant Mary Lawler, who has worked previously with Cherry Creek Schools, and has experience starting a nonprofit organization, starts next week.

The Associate Director job opening is posted on the Colorado Humanities website. It will be posted to other sites and distributed to appropriate lists.

b. NEH update - funding, initiatives

The annual NEH report was completed with input from all program staff, and has been submitted.

NEH received the largest increase in funding since the late '80s/early '90s, allotting \$65 million for the state humanities councils. CH budgeted for an increase of \$90,000 over FY2022, but will be receiving an increase of \$178,000. The increase in funding will require a corresponding increase in cash and in-kind, as CH must match NEH funding dollar-for-dollar. Coval believes there will not be a similar increase in FY2024, so it will be prudent to conserve some funds.

NEH chair Shelly Lowe has launched a new initiative titled "United We Stand: Connecting Through Culture," a funding opportunity that offers \$50,000 for programs that foster cross-cultural understanding, empathy, and community resilience, and educate the public on the history of hate-based violence. Applications are due May 19. Awards must be expended July 2023 - August 2024. Lee, Kalish, and Witherow had a conversation with staff about possible program activities. Coval will distribute the application package.

c. Humanities on the Hill

Humanities on the Hill, the Federation of State Humanities Council's annual advocacy effort, begins tomorrow. Staff are not planning to travel to Washington DC this year, but will schedule virtual meetings with state Representatives, and will share materials packets with their offices. The Federation provides talking points and other guidance. Board members interested in participating should contact Coval.

d. Other

The Board discussed the possibility of pursuing state funding. An appropriation of funds would need to be in partnership with an existing state agency. A screening of The Five States of Colorado for the general assembly might be a way to open new opportunities.

7. Board giving and pledges update (Holden)

Lee thanked board members who contributed to CH in response to Colorado Gives Day. Holden provided an update on Board giving. Two board members have met the full giving obligation, four have given the personal contribution of \$100, and eight have not contributed anything, yet. Those who contribute are giving generously. Historically, the annual goal has been met despite the lack of full participation.

8. Governance and Nominating Committee (Best)

a. Proposed candidates for election in June

The Governance and Nominating Committee presented the following candidates for endorsement, to be elected at the June 3, 2023 board meeting: Beth Etter, Alex Egri, Katherine Faz Garcia, and Michael Pugh.

Motion by Best on behalf of the Governance and Nominating Committee to endorse the proposed candidates to be presented for election at the June 3, 2023 board meeting.

Vote: Unanimously approved

Additionally, current members Fajardo, Cordova, and Keith have agreed to serve second terms. Fajardo's name will be submitted to the Governor's office for reappointment. Cordova and Keith will be on the ballot for election to two-year terms. Best will leave the board at the completion of his second term at the end of the June meeting, and Dadone has declined a second term due to limited availability.

9. Development and External Affairs Committee (Holden)

a. Board giving policy

The Development Committee presented a draft revised Board Giving Policy. Proposed revisions include clarification of CH's fiscal year; expressed availability of help, if needed; and added consequences for those who do not participate, in order to uphold the policy and support fairness.

Discussion followed. Salient points:

- CH's board contribution requirements are quite low
 - Some boards require a 4-figure gift
 - The current requirement provides only 0.04% of the CH annual budget
 - What is needed from the Board in order to be successful?
 - Board giving is a source of NEH matching funds for the organization
- some felt that requiring a financial contribution raises equity concerns
 - very few nonprofits do not have some Board monetary requirement
 - the \$650 "get" can be difficult for those without affluent contacts
 - working boards are expected to contribute monetarily and with participation
 - in-kind and sweat equity contributions also demonstrate leadership
 - sharing networks and facilitating connections can be just as valuable
- Board contributions are generally for unrestricted funds, which are very difficult to raise
- October fiscal year-end poses a challenge for new board members who begin in June
- second-term ineligibility is primarily targeted toward those who do not engage or communicate at all

**Motion by Best to table approval for a further revision, to be presented by the Development Committee at the June 3, 2023 board meeting.
Seconded by Philpott**

Vote: Unanimously approved

- b. Fundraising status report (Coval)
The Board reviewed the FY2023 Fundraising Status. Progress is being made toward goals for The Five States of Colorado, Colorado Book Awards, High Plains Chautauqua (HPC), and Motherread/Fatheread Colorado (MFC). The goal for Young Chautauqua has been met. Funding for the Five States of Colorado is currently the greatest need.
- c. Fundraising priorities and strategies
A 'pitch deck' is being created to present to prospective MFC supporters. The Committee is prioritizing prospective donors for outreach for current program needs. They have discussed methods that would be more strategic than cold-calling, with a focus on honoring donors. The Committee is open to more ideas, and requested that board members share any input they may have.
- d. Other
A fundraising appeal letter is going out to targeted past donors for the \$40,000 goal to honor Coval's anniversary at CH. A match of her \$1,000 gift is being requested. The hope is to obtain several high-profile donors to help drive participation.

10. Finance and Infrastructure Committee (Dadone)

- a. FY2023 financial status (Coval)
The Board reviewed the January 31, 2023 Financial Statement. The FY2023 NEH grant is not included, as the amount was unknown at the time the statement was prepared. The Statement of Net Assets (page 7) will change as remaining FY2022 funds will be listed after the audit. Operating Grant funds listed on page 8 are monies awarded through the Continuing Resolution. Expenses are in line. Some line items are under budget, including salaries, due to the open Clerical Assistant and Associate Director positions.
- b. Investment and endowment funds report
Activity with the \$384,000 invested at Schwab is following the market. There was a gain of approximately 5% in January.

Funds are down at Community First Foundation, so no withdrawals have been made.
- c. Other
The Board engaged in a general discussion about finances and funding. Salient points:
- Unrestricted funds provide flexibility for spending in areas where use of federal funds is not permitted.
 - Federal funds cannot be put into reserves.
 - CH is at risk of falling short of match funds for FY2022. FY2022 is year one of a three-year grant. The full match must be demonstrated by the end of the third year. Match funds can be cash or in-kind. Program funding constitutes a major portion of match funds for CH.
 - Income from Colorado Encyclopedia and HPC will be lost as those programs transfer to History Colorado as the new host (CE) and community control (HPC).

11. Program Policy and Evaluation Committee (Kalish)

a. Program status report (Jones)

The Board was encouraged to read through the Program Status report if they have not done so already. Highlights include:

- Black History live, featuring Becky Stone as Josephine Baker, reached 10 cities.
- Changing the Legacy of Race & Ethnicity panel discussions are complete, although there is hope that a panel on Indigenous peoples can still be recorded. One recording is being premiered on YouTube each month. Clips are being pulled for the CH website and for use in community conversations. A clip from the Voting Rights panel was shared with the Board.
- ChildcareRead has been active in Colorado Springs, Aurora, and Limon, primarily serving immigrant communities. 27 new facilitators have been trained.
- Colorado Book Awards finalist readings will begin soon in Colorado Springs.
- The Five States of Colorado premieres April 6 at the Denver Botanic Gardens.
- The Poet Laureate stipend has been increased to \$5,000. A selection committee will meet March 21 to narrow the field of candidates for the next Poet Laureate down to three, to be submitted to the Governor for final selection.

12. Self-Assessment Working Group (Kalish)

a. Report and next steps

More than half of the Board are participating in the Self-Assessment Working Group, which will meet next week. The assessment provides an opportunity to ask partners and communities if CH is meeting needs across the state. It helps CH develop new programs and partnerships and revise or formulate new Major Objectives. A review of the state's demographics, and collected feedback will inform a report due to NEH in 2024.

b. Questions for board input

- What do we want to know about our state? What hard questions can we address?
- What areas of the state should be prioritized?
A "Five-States" approach was suggested. The metro area cannot be the main focus, but should also not be neglected as it includes many underserved groups.
- How do we market the importance of public humanities?
A definition, and explanation of why the humanities are important is needed.
- Whom should we ask for input? Ideas included:
-colleges, universities, chambers of commerce, businesses, community resource centers, immigrant and refugee exchange centers.
Large organizations may have suggestions of smaller groups in their communities that need support.
- What questions should be asked?
- Have you ever heard of Colorado Humanities?
CH is better known by its programs. Intentional rebranding of every program's outreach and materials would help. Partners and facilitators should be brand ambassadors.

Additional ideas, and suggestions for survey questions should be forwarded to Jones.

13. Featured program presentation

Mary Hickey gave a presentation on the Colorado Book Awards and CBA Speakers Bureau.

14. Other business

There was no other business.

Adjourned.

The Board of Directors Minutes have been approved by the Board, and signed on this 8th day of June, 2023.

by: 

Margaret A. Coval
Executive Director, Corporate Secretary
Colorado Humanities