

**Colorado Humanities Board of Directors Meeting
December 3, 2022
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 2)
Executive Session (page 3)
Development Committee (page 3)..... Board Giving Packet, CH Party Manual
Board Giving Policy, FY2022 Fundraising Status, FY2023 Fundraising Status
Finance Committee (page 4)..... Investment Policy with SRI, Financial Statement
Nominating Committee (page 5) Board Term Extensions, Board Desired Experience
Program Committee (page 6)..... Program Status Report, Self-Assessment Schedule

Actions taken

- Approval of the agenda (page 1)
- Approval of the September 10, 2022 Board meeting minutes (page 1)
- Approval of the investment policy with socially responsible investing goals (page 4)
- Approval to engage a new investment provider (page 4)
- Extension of board terms for Hugo Cordova and Kim Keith goals (page 5)

Assignments/Directives

- | | |
|-----------------------------------------------------------------------------------------------|-----------------------|
| <input type="checkbox"/> Complete board giving for FY2022 (page 3) | Board |
| <input type="checkbox"/> Continue revision of Board Giving Policy (page 3) | Development Committee |
| <input type="checkbox"/> Consider participating in a year-end fundraising appeal (page 4) | Board |
| <input type="checkbox"/> Seek a new investment services provider (page 4) | Coval |
| <input type="checkbox"/> Consider participating in the Self-Assessment Working Group (page 6) | Board |

Next meeting

March 4, 2023
Gary Community Ventures
1705 17th St., #200, Denver

**Colorado Humanities Board of Directors Meeting
December 3, 2022
Hybrid via Zoom and Gary Community Ventures**

Present: Lee, Best, Cordova, Dadone, Fajardo, Goletti, Holden, Kalish, Koehler, Lobello, Witherow

Absent: Brendza, Hoeven, Jones, Koehler, Montgomery, Philpott

Staff: Coval, Jones, Albright

Guest: Nathan Church, HaveyPro Cinema

1. Optional icebreaker (Lee)

2. Welcome (Lee)

3. Approval of agenda (Lee)

Motion by Best to approve the agenda.

Seconded by Lobello

Vote: Unanimously approved

4. Approval of minutes of the September 10, 2022 Board meeting (Lee)

Motion by Holden to approve the minutes of the September 10, 2022 Board meeting.

Seconded by Witherow

Vote: Unanimously approved

5. Chair's report (Lee)

a. Board members' recent activities

Lee thanked individual members for their recent activities.

b. National Humanities Conference

Jones, Kalish, Witherow, Lee, and Coval shared their experiences at the National Humanities Conference. About 700 people attended in person. Marketing Coordinator Betsy Lopez attended with the assistance of a 2022 National Humanities Conference Equitable Access Grant. Lecture and discussion content during sessions included:

- encouragement to work with local preservation organizations to sustain significant historic places.
- banned books, us vs. them, and difficult topics
- community engagement and how to interact with government representatives
- optimized methodologies tailored to individual states
- authors discussed how being immigrants/outside informs their writing

Coval noted that there were limited offerings online.

One of the topics was community healing through the humanities, with presenters from Uvalde, Charlottesville, and Minneapolis. The Board discussed the possibility of a CH response to the Club Q shooting in Colorado Springs.

c. Future board meetings

The Board discussed locations for upcoming board meetings. Moving forward, prospective venues must have strong conferencing technology capabilities so that meetings can continue to be hybrid. Suggestions included Colorado Mesa University in Grand Junction in September, to coordinate with History Alive! Colorado West Chautauqua; The Boulder Museum of Contemporary Art; or University of Northern Colorado in Greeley. The March 4, 2023 meeting will again be hybrid, with in-person attendance at Gary Community Ventures.

6. Executive Director's report (Coval)

a. NEH funding update

The FY2023 federal budget has yet to be approved. An increase in funding is anticipated, but changes in Congress since the elections could delay an approved budget for months. A Continuing Resolution is in place through December 16, at which point an Omnibus Bill or another Continuing Resolution could be passed. Funds carried over from FY2022 are currently being used to support the organization.

b. NEH initiatives

In mid-November, NEH Chair Shelly Lowe announced the American Tapestry: Weaving Together Past, Present, and Future initiative, which will provide funding for projects that strengthen democracy, advance equity for all, and address the changing climate. The initiative will be in cooperation with NEA.

There will be another offering of A More Perfect Union funds in FY2024.

In FY2023, NEH is encouraging humanities councils to forge deeper connections with and support National History Day (NHD) in their state. Up to \$7,500 is available for planning and up to \$20,000 is available for program development and implementation. The purpose of the funding is to encourage underrepresented communities to participate in the program. CH would collaborate with NHD staff to determine the best use of the funds. Coval is on the board of Colorado's National History Day.

CH was more actively involved with National History Day in the past. A more robust partnership would help increase CH exposure. CH support could be provided to identify resources that would support this style of learning and enable teachers to encourage participation, to strengthen the curriculum on Colorado histories of marginalized communities, or to reach underserved schools.

c. Recognition of retiring board member

Board member Corinne Koehler's 4-year term ends following this meeting. She was recognized for her service on the Development and Finance Committees, and on the Socially Responsible Investing sub-committee. Coval thanked her for her invaluable

input. A certificate of recognition, signed by Governor Polis will be mailed. Koehler stated that she enjoyed learning more about Colorado Humanities.

d. **New staff position**

Staff were dismissed while the Board entered an Executive Session to discuss the proposed new staff position of Associate Director.

7. Board giving update and board pledges for FY2023 (Holden)

The budgeted total Board giving for FY2022 of \$26,000 has been surpassed, thanks to the extra efforts of 9 board members who exceeded their pledges. 11 members did not satisfy their obligation. Holden noted that the individual board contribution of \$100 is quite low, and that, if help is needed, there are many ways the Development Committee can assist board members in meeting their full giving obligation.

Board members who are not participating in board giving should reach out to Holden for a conversation.

8. Development and External Affairs Committee (Holden)

a. **Proposed board giving policy**

In response to the September board meeting, the Development Committee had considered the idea of pro-rated board giving, as the onboarding of new members is in June, and Governor's appointees are typically announced in May, well into the fiscal year on which giving goals are based. After significant discussion, the Committee rejected the idea as requiring too much staff time. Additionally, individuals struggling to meet their obligation can work with the Development Committee chair on a case-by-case basis.

The Development Committee presented a revised board giving policy, reflecting the above determinations. It also specified that pledge forms are a requirement and that board members who have not met their giving obligation are ineligible to serve a second term. The eligibility stipulation was added to address those who have not responded at all to outreach regarding their lack of participation in contributing financially to the organization. Discussion, focused primarily on flexibility toward the amount of the giving obligation, followed. It was suggested that language be inserted clarifying board giving alignment with CH's fiscal year of November 1st to October 31st.

A vote on the revised policy was tabled until the March 4th, 2023 meeting. The policy will be revised further by the Development Committee, and presented again for approval at that time.

b. **Fundraising status report (Coval, Tucker)**

FY2022 closed at 25% short of the overall fundraising goal. The shortfall did not affect implementation of programs in any way.

The FY2023 goal has been revised down to be more realistic, and it is already 30% realized. Much of the giving has come from Buell Foundation and Weld Trust for

Motheread. The Weld Trust funds are specifically for implementation in Greeley. Another \$8,500 is from the Littler Youth Fund for Young Chautauqua in Greeley.

c. Year-end appeal and Colorado Gives Day

Holden, Lee, and Fajardo shared ways in which they help with year-end fundraising.

- Colorado Gives Day (CGD) is December 6. Holden has created an individual fundraising page benefitting Colorado Humanities, in which he highlights a CH program and explains why it resonates with him. He offered to provide instruction for anyone interested in doing the same.
- Lee has had great success generating gifts by reaching out to her contacts with a letter-writing campaign.
- Fajardo used a Facebook/social media campaign to encourage giving from her contacts.

d. Maggie's challenge

Coval provided a personal gift of \$1,000 to CH this week, in honor of her 40-year anniversary at CH. She will use that gift as challenge in an outreach effort to generate \$40,000.

9. Finance and Infrastructure Committee (Dadone)

a. Proposed Socially Responsible Investing policy

Best, Dadone, Kalish, Koehler, Lee, Lobello, and Philpott have been participating on the Socially Responsible Investing (SRI) sub-committee, and have been focusing on CH investments at Schwab. The Finance Committee is authorized to modify investments. Dadone reviewed proposed revision to the investment policy, which adds direction to implement SRI strategies as recommended by the SRI sub-committee.

Motion by Dadone on behalf of the Finance Committee to approve the revised investment policy with socially responsible investing goals.

Vote: Unanimously approved

b. Changing investment services provider

Coval has had difficulty reaching representatives at Schwab. CH investments have not received the desired level of attention, as it is not considered a large enough account to warrant more personalized management. The Finance and Executive Committees recommend that staff seek a new investment provider that can provide more satisfactory support. Committee members have suggested names to investigate and will determine which company they feel is most suitable.

Motion by Dadone on behalf of the Finance Committee to accept the Committee's recommendation to change investment providers, and to grant the Finance Committee the authority to engage a new investment provider without further Board approval.

Vote: Unanimously approved

c. FY2022 financial status (Coval)

The board reviewed the draft October 31, 2022 financial statement, which is CH's fiscal year-end statement. Combined Revenues and Expenditures (page 8) showed several line items, including wages, contract services, and travel, under budget due to reduced program activity at the beginning of the year. Further adjustments, such as moving High Plains Chautauqua and Motherhead/Fatheread Colorado (MFC) funds to FY2023, are pending. Some FY2022 funds are still anticipated.

About \$200,000 is expected to advance into FY2023.

d. Investment and endowment funds report (Koehler)

CH currently has about \$400,000 invested at Schwab. The market is gradually improving, and CH funds are responding in kind. There is no recommendation to sell at this time. Coval will ensure that designated signees on the fund are current and can be transitioned easily.

10. Governance and Nominating Committee (Best)

a. Extension of terms

Board members Hugo Cordova and Kim Keith both have terms ending at the June board meeting.

Motion by Best on behalf of the Governance and Nominating Committee to extend the terms of Hugo Cordova and Kim Keith through June 3, 2023.

Vote: Unanimously approved

b. Number of board positions to fill

Following today's meeting, at which time Koehler's term will end, there will be 16 members on the CH board of directors. CH Bylaws allow for a maximum of 20. The Committee is seeking 5-6 candidates for possible election at the June board meeting.

Best, Cordova, and Keith have terms expiring at the end of the June 3, 2023 board meeting. Best is term-limited, so his service will end following the June meeting. Cordova is willing to serve a second term. Keith will decide in January if she is willing to serve a second term.

Lee, Dadone, and Fajardo are Governor's appointees with terms expiring prior to the June meeting. As board chair, Lee is able to automatically continue her service for another year, but will move to a non-appointment slot. Dadone and Fajardo can be recommended to the Governor's office for reappointment.

c. Priorities for seeking board prospects

Best reviewed the board priorities for board member candidates. The Committee is currently prioritizing their search for prospects with experience in finance, law, and investing, and those from eastern, southern and southwestern areas of the state.

11. Program Policy and Evaluation Committee (Kalish)

a. Program status report (Jones)

Kalish noted some highlights from the Program Status Report:

- The grants section summarizes the effects that the CARES and SHARP Grant funds had on organizations throughout the state, including 15 jobs saved, 85 jobs created, and nearly 9 million people reached.
- History Alive! Colorado West Chautauqua is considering year-round activity and eventually forming a humanities network.
- The Black History Live tour is set for February featuring Becky Stone portraying Josephine Baker and Maya Angelou.
- The Changing the Legacy of Race & Ethnicity education panel was held in-person on November 9th. Housing and Voting Rights panels are being recorded. The Healthcare panel will be held in Greeley on December 12th.
- Facilitator training in January will help transition recorded programs to community conversations.

b. Preparing for the next NEH self-assessment

The self-assessment is a process in which each state humanities council evaluates how well it has met its current goals (established 5 years prior), and determines plans for the next 5 years. The Program Committee will form the core of the self-assessment working group, but participation from other board members is welcome. Representation from both the Development and Finance Committees is needed.

The first Self-Assessment Working Group meeting will be Saturday, February 11th, from 10 a.m. to 12 p.m. Anyone interested in participating should contact Kalish or Jones.

c. The Five States of Colorado trailer (HaveyPro Cinema)

Nathan Church from HaveyPro Cinema previewed the trailer for The Five States of Colorado film. Church has an art degree from University of Northern Colorado. He has been with HaveyPro Cinema for more than 20 years, and is now a partner. Company founder Jim Havey is preparing for retirement. The Five States of Colorado will be his final production.

Coval shared that the original slide/sound show was created in 1989, converted to VHS, then subsequently updated and remastered for DVD in 2004. The original idea for the film came from the book *The Nine Nations of North America* by Joel Garreau. Community meetings informed CH how Colorado residents identified their regions. This update has been undertaken with the aid of a 26-member advisory council that includes Coval, Koehler, Philpott, and Witherow.

24 interviews were conducted, and shooting is ongoing. A first draft of the script will be provided to the council for review by the end of the year. The first cut is intended by March 31st, with a premiere at the Denver Botanic Gardens Sturm Family Theatre on April 6th, 2023. After the premiere, the film will tour the state with screenings and discussions. It will air on 9News and RMPBS, and then be distributed free of charge to libraries throughout the state.

d. Other

The board discussed the idea of featuring a program presentation during board meetings, or afterward during lunch, in which a Program Coordinator would highlight an individual program in greater detail. It would be a good way to get to know staff, and cultivate a better understanding of programs. Featuring a program participant or video clip would make the presentation more engaging. The Program Committee will further discuss the format and content of these presentations.

12. Other business

There was no other business.

Adjourned.

The Board of Directors Minutes have been approved by the Board, and signed on this 15th day of March, 2023.

by: 

Margaret A. Coval
Executive Director, Corporate Secretary
Colorado Humanities