

**Location: Leier Law Office – 110 East Oak St, Suite 220**

**Call to order @ 6:37 PM**

**Board Members Present:** Kent Leier, Todd Thibodeau, Sean Keithly, Joe Preston, Tyson Kaman, Georgia Gould, Robbie Jackson

**Board Members Not Present & Excused:** Marie Walsh

**Non-Board Members Present:** Kenny Bearden (Club Administrator)

### **Agenda Items & Discussion Minutes**

#### **1. Colorado Gives Day discussion**

- Discussion re: drawing – 25 items for giveaway
  - Multiple drawings per hour: CO Gives Day donors & event attendees
- CO Gives Day donor follow-ups / thank-yous
  - Georgia volunteered to lead follow-up effort
  - Method of follow-up TBD (probably phone call for top 10, thank-you card for all)
    - Kenny to look into thank-you cards
- Kenny to prep slide presentation w/ photos/videos (background highlight reel)
  - Todd can bring laptop
  - Joe can provide access to photo database

#### **2. Financial Update/Budget to 2018 Draft Revenue Plan**

- Discussion of this item was postponed until 12/16 Board retreat as financial data is incomplete

#### **3. Kenny's Contract/Deliverables**

- Discussion regarding the renewal of the club administrator's contract
  - Motion made to renew Kenny Bearden's contract @ current salary for nine (9) months (Todd)
    - Seconded (Robbie)
  - Vote – Unanimous in favor
- Offer made to Kenny – accepted
- Deliverables discussion
  - Increase ED club admin level of responsibility for fundraising
    - Remain at 50% of responsibilities in contract document with understanding that there will be a heightened level of expectation / emphasis on this responsibility from the perspective of the Board
    - Focus on community foundations, identify key donors; more Board involvement needed in fundraising efforts
  - Minimize most TOC festival responsibilities for club administrator
    - Retain activities related to sponsorship and fundraising
  - Next year goals: Discussion and development of Scope of Work & Goals for 2018 (Kent created doc – will send out for Board review)

**4. Board retreat**

- Scheduled for 12/16, 10 AM – 4 PM @ downtown Fire Station

**5. Updates**

- Youth
  - Meeting regularly; formal kickoff slated for May, 2018
  - Selecting two pilot organizations for partnerships (City of FC and City of Loveland)
- Patrol
  - No updates
- Trails
  - Annual land agency thank-you celebration on 12/1 a success
- Communication
  - No update
- TOC 2018
  - No update

**6. Open discussion**

- Organization of 12/16 Board Retreat – Todd & Kent to assist with facilitation

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Meeting Adjourned @ 8:46 PM