



**CCA Board of Directors Regular Meeting  
Monday, August 27, 2018 6:00p.m.  
Rocky Mountain Climbers Club Room**

**Directors Present:** Nan Anderson, Bill Briggs, Anne Clemons, Michelle Estrella, Mike Franson, Tom Galey, Bob Morehouse, Julie Rogers, Margaret Ryder, Cindy Schmidt, Star Waring, Lisa Morzel (via phone 7:20pm)

**Absent:** Dan Corson, Linda Arroyo-Holmstrom

**Staff:** Shelly Benford, Charlotte O'Donnell, Sue Perkins, Wanona Tara, David Lurie, Jeff Medanich, Shannon Bock

**I. CALL TO ORDER, DETERMINATION OF QUORUM, AND PUBLIC COMMENT**

Board President Cindy Schmidt called the meeting to order at 6:03pm and established that a quorum was present. Guests Grayson Cecil, Susan Dawson, Barbara Guthery, Ben Gilbert, and Bruce Neumann introduced themselves. Emily Wehring, President of the Cottager Association, attended via conference phone. Georgia Chamberlain and John Foulkrod spoke in opposition to the Galey Cottage proposed use.

**II. APPROVAL OF THE MINUTES**

Ms. Waring moved (Ms. Estrella seconded) to approve the minutes of the July 23, 2018 regular meeting as amended. The motion passed (11-0-0). Ms. Anderson moved (Ms. Waring seconded) to approve the minutes of the July 23, 2018 annual meeting as amended. The motion passed (11-0-0).

**III. DEVELOPMENT DISCUSSION**

Development consultants Ann Goldman and Leslie Allen from Front Range Source presented an update on their campaign readiness assessment for Chautauqua. They encouraged board members to consider how they can contribute to the cultivation of stewardship even before a campaign begins, including acknowledging previous donors and communicating how their donations were spent. In September, they will present their findings on prospective donors, a case of support, and organizational capacity.

**IV. PRESIDENT'S REPORT**

President Schmidt asked for board feedback about reformatting board meeting agendas to include a consent agenda. Additionally, instead of mailing a full annual report, President Schmidt showed examples of smaller summaries that many organizations use. Several board members spoke in favor of these streamlined formats.

President Schmidt acknowledged the work of Ms. Estrella and Mr. Galey whose terms on the board end this year. Mr. Galey was very involved in preservation of the archives and worked on the Spirit Committee while Ms. Estrella made significant contributions as treasurer and chair of the Finance Committee.

**V. EXECUTIVE DIRECTOR'S REPORT**

Ms. Benford reported on the recent Chautauqua Trails conference. CCA will host this meeting of the remaining active Chautauquas in August 2019.



Cottage 10 sold at the beginning of August, Cottage 110 is scheduled to close by the end of August and Cottage 316 is now under contract with closing scheduled for October 3<sup>rd</sup>.

(Ms. Morzel joined the meeting via conference phone at 7:20pm.)

Along with several Boulder arts organizations, Ms. Benford is working to secure non-competitive funding from the City. CCA's recently received the annual allotment of SCFD funds which increased from last year.

Ms. Benford reviewed Camp Chautauqua which met many of its objectives in the inaugural summer. Staff will be working to solidify programming and a partner for summer 2019 over the next few months.

Ms. Benford thanked Ms. Schmidt, Ms. Tara and the Task Force of cottage owner representatives who worked together to reach a compromise on the Management Plan for the Galey Cottage. Now, with the majority of cottage owners in favor, the terms of the compromise will be directly incorporated into CCA's Use Review Application. Staff plans to submit this application to the City of Boulder in early September. Several board members expressed support for the application, stating that they believe that use of Galey Cottage can increase Chautauqua's ability to be a community asset, provide space for mission-centered programming, and allow for greater flexibility of uses in a strategic location. Several board members spoke out against the application and expressed concern that the proposed use did not serve CCA's mission. In addition to reviewing the mission with the cottage community, CCA's board will review the internal use management policy in the near future.

Ms. Anderson moved (Mr. Briggs seconded) to approve the Galey Cottage management plan as presented for submittal to the City. The motion passed. (9-3-0)

## VI. COMMITTEE REPORTS

### *Governance & Nominations*

Mr. Briggs announced that he, President Schmidt and Ms. Anderson were willing to continue as officers and Morehouse had been nominated for treasurer. Mr. Briggs made a call for final nominations for all positions but received none. Mr. Galey moved (Ms. Waring seconded) to elect Ms. Schmidt as president, Ms. Anderson as vice president, Mr. Briggs as secretary, and Mr. Morehouse as treasurer for the 2018-2019 term. The motion passed. (12-0-0)

### *Finance*

Ms. Estrella reported that after meeting with CCA's current insurance provider ISU to discuss coverage levels and premiums, the committee decided to solicit quotes from other companies before renewal next June. Ms. Perkins stated that one of the cottage subleases was being amended due to refinancing of the property. The amendment states that the cottage owner's bank will receive notice if they default on their payments to CCA. The bank could then assign the sublease to a third party, though CCA maintains the right of first refusal.

## VII. EXECUTIVE SESSION

There was no executive session.



VIII. ADJOURNMENT

Ms. Anderson (Mr. Galey seconded) to adjourn the meeting at 9:05pm.

*William Briggs*

William Briggs, Secretary, CCA Board of Directors

