

Denver College Success Corporation Board Meeting May 16, 2019

1:00 p.m. to 4:00 p.m.

Rose Community Foundation

Welcome

Call to Order - SK

Attendees:

Board Members: Steve Kurtz, Angela Cobian, Chris Herndon, Mark Goodman (phone), Akasha Absher, Theresa Pena, John Kechriotis

City Representatives: Charles Dukes and the City's attorney

Public: No attendees

Open Records Act Information: JK

- Colorado Sunshine Laws – state version
- Open Meetings/Records - Conducting business for the purpose of organization public business (3 or more people), in person, conference call, email (electronic methods)
- Let the public know at minimum 24 hours in advance
- Exceptions that constitute Executive Session– receiving legal advice from your attorney, contract negotiations (bank, attorney, lease for office space, etc.) The Executive Session must be recorded in the same fashion as the Open Meeting unless the attorney that is representing you is at the meeting and attests to the exceptions are held up
- Acquisition of properties
- Personnel Matters
- Social Gatherings do not fall under the open meetings act by chance (no decision –making)
- Emails
- Work product emails are under security – open to a records request act
- Recommendation: create a file for this Board and put all emails in there

- Charles will continue to post on the city's billboards. Can tailor the posts going forward as well.

City Contract:

- City reviewed a revised edit of the contract reviewed 5/14. Need to review one more time. However, there are portions of the city contract that lives in different departments (i.e. budgets, risk management, etc.)
- 6 weeks to get contract approved by City Council
- Timeline for the draft contract depending on feedback from other agencies won't be longer than the end of this month
- Trey Rogers provided a modified DPP contract, the city cleaned up the contract and there hasn't been any back and forth. City attorney did the draft to make sure it reflects the ballot language
- JK: Working retaining an attorney, below are candidates:
- Trey Rogers previous attorney is interested in working DCSC (new Board)
- Scope: completing contract, 501c3 filing, employment agreement, lease agreement, etc. and advising the Board legal matters
- Trey provided a proposal and discounted rates
- Cole Finnegan – Hogan, unavailable/decline
- Brownstein – Awaiting
- Chantell Taylor – Awaiting

RFP Process:

- DCSC does not have to mirror the city's process
- Follow the law and not discriminate, and want to be conscious that we have a transparent process

Ballot Changes discussion:

- After 6 mos., DCSC can ask for changes to the ballot issue. Mid to the end of this year, do an amendment.
- Potentially, change definitions in the ballot around what can be covered in the 5%
- Change regionally accredited in the ballot to accredited – Ballot page 9

Process for Criteria for Reimbursement:

- Clients – Nonprofit Organizations Applicants (NOA)
- August – December, make sure they are collecting the right data (July might need to have the process)
- SK – DCSC should embark on a listening tour – establish Best Practices for evaluating scholarships

Executive Director Search:

- AC, AA and TP will create a subcommittee to create ED job description, evaluate search consultants and bring a recommendation to the Board.
- TP will get bids back from Kate Tierney, Carolyn McCormick, and DHR as search consultants
- AC – DCSC should evaluate competencies and KSMs – in connection to the job description –
- AA in parallel will talk with some of the grantees what they might like to see in a ED

Banking Partners Update - MG

- Reached out to Chase, Bellco Credit Union, Alpine, Wells, UMB
- Bellco CU will be pro bono for fees, fits within wat there foundation
- Built in mechanism for a line of credit
- MG will bring a recommendation to the Board

Evaluation Assessment

- Do Denver Kids actually stay in Denver?
- Good paying jobs in Denver, and elsewhere
- Colleges are partnering with the nonprofit organizations

Action Items

1. Law Firm Recommendation: MG, JK
1. Meeting date/time coordination: Akasha Absher
1. Temporary Office/Meeting Space: Theresa Pena
1. Contract with City of Denver: John & Chris Herndon

1. Accounting -Interim accountant? Audit Firm: Mark
1. Executive Director, Search Firm, Job Description, Process: Theresa
1. Insurance: D&O, Benefits, and Liability: Mark
1. Identify Organizations DCSC will serve: Theresa
1. Staffing needs; data specialist and admin
1. Banking: Mark
1. Technical support provider
1. Application for reimbursement of scholarships and wrap around expenses: Mark, Akasha
1. Policy development for reimbursement of scholarships and wrap around expenses: Mark, Akasha
1. Web Site development and web-based management and data collection
1. Sales Tax Collections

Next Meeting:

- June 5, 2018

Public Comment - None

Executive Session - None

Adjourn