



Conference on World Affairs

UNIVERSITY OF COLORADO **BOULDER**

BOARD MEETING MINUTES **May 21, 2019, 10:00 am - 12:00 pm, IBS 1B46**

CWA Board Present: David Brown, Alison Cool, Leslie Durgin, Rashel Gandhi, John Griffin, Margaret Hollingsworth, Nathan Roura (via Skype), Shelly Miller (via phone)

Absent: None

Attendees: Erin Rain (Sr. Mgr of Media and Marketing) and Katie Grady (Conference Coordinator)

Minutes prepared by: Katie Grady

I. Preliminaries

- a. Introductions
 - i. John Griffin, CWA Faculty Director Seat
 - ii. Leslie Durgin, CWA Outreach Chair Seat (CWA Development Chair, CWA Strategic Planning Committee Member)
 - iii. Margaret Hollingsworth, CWA Program Chair Seat
 - iv. Tina Marquis, Community Seat (Previous CWA Board Chair, BVSD Board Member)
 - v. Rashel Gandhi, Community Seat (Graduated CWA Student Volunteer)
 - vi. David Brown, University Seat (CU Divisional Dean of Social Sciences, CWA Strategic Planning Committee Member)
 - vii. Allison Cool, University Seat (Professor in CU's Anthropology Department)
 - viii. Shelly Miller, University Seat (Mechanical Engineering Professor)
 - ix. Nathan Roura, Student Seat (Junior at CU, CWA Volunteer, Peer Advisor at A&S)
- b. Public Comment
 - i. No Public Comment
- c. Election of Board Chair and Vice-Chair for 2019-20
 - i. Tina Marquis nominates Shelly Miler for Chair, seconded by John Griffin
 - ii. Margaret Hollingsworth nominates Tina Marquis for Vice-Chair, seconded by John Griffin.
 - iii. All in favor of two nominations, approved.

II. Administrative Matters

- a. Appointment of Observers
 - i. Observer Position: A one-year renewable appointment to be a non-voting board attendee
 - ii. Proposed Observer: Peter Spear – Former CU Dean of A&S, Former CWA Board Member and 2018/19 Observer, Original CWA Strategic Planning Committee Member
 - iii. Proposed Observer: Steven Bosley - Former CU Regent, Bolder Boulder Founder, Longtime CWA Supporter
 - iv. All in Favor of offering Board Observer Status to both Peter Spear & Steven Bosley, Approved.

- v. Recommendation: Give scheduling priority to main Board Members.
- b. Review of Board Committees and Membership
 - i. These committees are made up of both Board and non-Board members
 - ii. Sponsorship Committee: If CWA staff gets offered a partnership over certain \$ threshold, the committee approves sponsor to ensure it is aligned with CWA values
 - 1. Board Decision: Roll this committee into the Development Committee for the DC to make its recommendation to the Board. All in favor, Sponsorship Committee dissolved.
 - 2. Action Item: Redraft the Governance Structure with dissolved committee
 - iii. Election Committee: Oversees the process of electing new Board members
 - iv. Strategic Planning Committee: Rebuilding the CWA's next 3 – 5 year strategic plan
 - v. Diversity Committee: Built guidelines and are arranging training for the CWA Program Committee to increase Conference diversity
 - 1. Tina Marquis motions to add Rashel Gandhi and Margaret Hollingsworth to committee and for John Griffin and Shelly Miller to remain.
 - 2. Seconded by Leslie Durgin, all in favor, approved.
 - vi. Development Committee: Responsible for fundraising outreach, chaired by Leslie Durgin
 - 1. Tina Marquis motions to add Bob Baskerville and John Griffin to the committee and for Kay Clagett, Paul McLoughlin, Mark Meyer, Betsy Hand to remain.
 - 2. Seconded by Margaret Hollingsworth, all in favor, approved.
 - 3. Recommendation: Open a position up for a student to join the committee
- c. Approval of 4/18 Board Meeting Minutes
 - i. Office will resend and approval moved to next meeting
- d. Scheduling Future Board Meetings
 - i. Office to send a Doodle Poll for Summer/Fall Semester schedule

III. Old Business

- a. None

IV. New Business

- a. CWA 2019 Preliminary Recap
 - i. Overview of audience metrics and evaluation provided in handout
 - ii. Office preparing additional recap of CWA compared to the Strategic Plan metrics
- b. CWA Paid Fundraising
 - i. An opportunity has presented itself to host a fundraising event (a debate in Macky) in the fall that would charge tickets. Office requesting Board feedback.
 - ii. Recommendations:
 - 1. With clear messaging not opposed to a charged fundraising event, but potential debate participants to be discussed further.
 - 2. Provide Board with proposal and potential debates participants for review
- c. CWA Policies Home

- i. Proposal by John Griffin: Create a “CWA Code” that organizes and makes transparent the policies of CWA
- ii. Board in favor, John Griffin to draft

V. Committee Reports Update

- a. Strategic Planning Committee
 - i. Areas of Strategic Initiatives have been identified
 - ii. Draft Report/Presentation will be ready to present at next month’s meeting
 - iii. Special Evening Meeting to then be held for Presentation Review
 - iv. Recommendation: Send any initiatives that various committees are anticipating to be covered by the new Strategic Plan to John Griffin.

- b. Development Committee
 - i. CWA has raised \$225,000 of its 2019 goal of \$240,000 (end of year is June 30th)
 - ii. Committee is calling previous donors, housers, & moderators for financial support
 - iii. John Griffin asks for input on bequeathed gift donation structure: endowment, quasi-endowment, or gift-fund. Board Recommends quasi-endowment.

- c. Program Committee
 - i. 2020 Themes
 - 1. 3 Themes have been selected from Program Committee Proposals
 - a. 8 proposals were voted on by the Program Chairs at the Chairs Retreat and selected by Program Chair & Faculty Director
 - 2. This year there will also be a CU Theme developed by faculty members

VI. Upcoming Dates

- a. June Board Meeting – Date TBD, Agenda Items:
 - i. April and May Minute Approval
 - ii. Strategic Planning Report Presentation
 - iii. Board’s Role in Programming
 - iv. Review 2022 Dates for Religious Holiday Overlap

- b. June Strategic Plan Review Session – Date TBD

- c. July Board Meeting – Date TBD, Agenda Items:
 - i. FY20 Budget Review

VII. Meeting Adjourned at 11:40 AM