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