



**Colorado State Patrol Family Foundation
Board of Trustees Meeting
55 Wadsworth Boulevard
Lakewood, CO 80226
MINUTES OF THE BOARD
Thursday, April 11, 2019**

President Joy Grissom called a regular meeting of the Board of Trustees of the Colorado State Patrol Family Foundation (hereafter referred to as “the Foundation”) to order at 1:04pm on Thursday, April 11, 2019.

Foundation Trustees Present:

Joy Grissom	President
Lynnette Stieb	Vice-President (Telephone)
Jane Crisman	Secretary/Treasurer (Telephone)
Karen Griggs	Trustee
Amy Nichols	Trustee
Shane Scovel	Trustee

Foundation Trustees Absent:

Jill Distel	Trustee
Larry Oletski	Trustee
Colonel Matt Packard	Ex-Officio Trustee
Julie Wohlers	Trustee

Foundation Staff Present:

John Anderson	Director
Katie Maselbas	Administrator

Approval of Previous Meeting Minutes

MOTION: To approve the meeting minutes from February 14, 2019, as presented
BY: Amy Nichols
SECOND: Karen Griggs
VOTE: Approved unanimously; Motion carries

Treasurer's Report

John reviewed the Foundation's January-February 2019 financials with the Board

MOTION: To approve financial statements as presented
BY: Amy Nichols
SECOND: Shane Scovel
VOTE: Approved unanimously; Motion carries

DDC Update

John provided a DDC update to the Board to include an update on the Instructor Trainers/quality assurance program in Colorado, the effort to provide free Alive at 25 classes in Weld County for distracted driver awareness month, progress on replacing Katie's DDC position by the end of May, a competitor who is fraudulently using Alive at 25's name to market his own program and the Valley-Wide Health Systems project in southeast Colorado

UNFINISHED BUSINESS

Trustee Reports

Joy asked each Trustee what they have done to support the Foundation since the last meeting; each Trustee shared their efforts over the past 60-days

Actionable Items from February 2019 Meeting

Board reviewed the remaining actionable items from the February 2019 meeting and they will be revisited at the June meeting, if needed

American Flags for Fallen Officers

Board revisited the proposed idea of purchasing an American flag for each CSP Troop Office and Post, to be used in the event of a fallen officer; will continue to work on this idea and revisit at the June meeting

Assistance to Individuals

Board discussed paying for hotel rooms for Corporal Dan Groves' family to attend his funeral via email on March 16, 2019

Joy Grissom, Lynnette Stieb, Jane Crisman, Chris Augustine, Jill Distel, Karen Griggs, Amy Nichols, Larry Oletski and Julie Wohlers participated in the discussion

MOTION: To pay for roughly 13 hotel rooms, for three nights each, totaling approximately \$5,850.00 for Corporal Dan Groves' family to attend his funeral
BY: Lynnette Stieb
SECOND: Chris Augustine
VOTE: Eight votes for, one vote against, one did not vote; Motion carries

Colonel’s Challenge Update

Katie recapped she and Amy’s meeting with Lonnie and Annette Westphal in February and asked the Board for assistance in procuring items for the putting contest, raffle and live/silent auctions

CSPFF Appreciation Banquet

John provided an update to the Trustees on where the effort currently stands and what needs to be accomplished

CSPFF New Trustee Packet

Board reviewed the proposed Trustee Application Process document and New Trustee welcome letter

MOTION: To accept the Trustee Application Process document and New Trustee welcome letter and presented
BY: Karen Griggs
SECOND: Shane Scovel
VOTE: Approved unanimously; Motion carries

Governance

Brett Mattson resigned from the Board at the meeting on February 14, 2019
Carole Adler submitted her resignation from the Board on March 22, 2019
Chris Augustine submitted his resignation from the Board on April 8, 2019

Board discussed approving Shane Scovel as a Trustee of the Foundation via email on March 1-2, 2019

Lynnette Stieb, Jane Crisman, Carole Adler, Jill Distel, Karen Griggs, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To approve Shane Scovel as a Trustee of the Colorado State Patrol Family Foundation
BY: Amy Nichols
SECOND: Karen Griggs
VOTE: Eight votes for, two did not vote; Motion carries

Board discussed approving Joy Grissom to serve another term as a Trustee of the Foundation

MOTION: To approve Joy Grissom as a Trustee of the Colorado State Patrol Family Foundation
BY: Karen Griggs
SECOND: Shane Scovel
VOTE: Approved unanimously; Motion carries

CSPFF Officer Elections

MOTION: To nominate Joy Grissom as the President of the Foundation
BY: Amy Nichols
SECOND: Shane Scovel
VOTE: Approved unanimously; Motion carries

MOTION: To nominate Amy Nichols as the Vice President of the Foundation
BY: Lynnette Stieb
SECOND: Karen Griggs
VOTE: Approved unanimously; Motion carries

MOTION: To nominate Karen Greggs as the Secretary/Treasurer of the Foundation
BY: Amy Nichols
SECOND: Shane Scovel
VOTE: Approved unanimously; Motion carries

Hardship Fund Guideline Document

Board reviewed an updated Hardship Fund Guidelines document and will revisit at the June meeting

Hardship 2019-08

Board discussed Hardship request 2019-08 via email on February 21, 2019

Joy Grissom, Lynnette Stieb, Jane Crisman, Chris Augustine, Jill Distel, Karen Griggs, Amy Nichols, Larry Oletski, and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2019-08 \$2,314.29 to assist with medical expenses
BY: Chris Augustine
SECOND: Amy Nichols
VOTE: Nine votes for, one did not vote; Motion carries

Hardship 2019-09

Board discussed Hardship request 2019-09 via email on March 20-21, 2019

Joy Grissom, Lynnette Stieb, Jane Crisman, Jill Distel, Karen Griggs, Amy Nichols, Larry Oletski and Julie Wohlers participated in the discussion

MOTION: To award Hardship Applicant 2019-09 \$2,500.00 to assist with non-medical expenses
BY: Larry Oletski
SECOND: Jill Distel
VOTE: Eight votes for, two did not vote; Motion carries

Hardship 2019-10

Board discussed Hardship request 2019-10 via email on April 4, 2019, as well as in-person at the April 11, 2019 meeting

Joy Grissom, Jane Crisman, Jill Distel, Karen Griggs, Amy Nichols, Larry Oletski, and Shane Scovel participated in the discussion

MOTION: To award Hardship Applicant 2019-10 \$5,000.00 to assist with medical expenses
BY: Larry Oletski
SECOND: Shane Scovel
VOTE: Six votes for, one vote against, one abstained, one did not vote; Motion Carries

Hardship 2019-11

Board discussed Hardship request 2019-11 via email on April 9, 2019

MOTION: To award Hardship Applicant 2019-11 \$4,300.00 to assist with non-medical expenses
BY: Larry Oletski
SECOND: None
VOTE: Did not occur

Board further discussed Hardship request 2019-11 in-person at the April 11, 2019 meeting

MOTION: To award Hardship Applicant 2019-11 \$1,000.00 to assist with non-medical expenses
BY: Amy Nichols
SECOND: Shane Scovel
VOTE: Five votes for, one vote against; Motion carries

Personnel Update

Board discussed the need to add a part time employee, who will work for the Foundation to accomplish the initiatives and goals set forth at the strategic planning meeting in January 2019

MOTION: To create a part time position, which will serve the Foundation, and hire Katie Maselbas to fulfill the role
BY: Lynnette Stieb
SECOND: Amy Nichols
VOTE: Approved unanimously; Motion carries

Scholarship Application Summary

Katie summarized the 2019-2020 scholarship application period for the Board and disclosed two issues that occurred with the application process

Wall-Bop Sponsorship

Board discussed sponsoring a hole at the 2019 Wall-Bop Golf Tournament

- MOTION: Foundation to sponsor a hole at the 2019 Wall-Bop Golf Tournament, at the cost of \$200.00
- BY: Joy Grissom
- SECOND: Shane Scovel
- VOTE: Five votes for, one abstained; Motion carries

Cars at the Rock

Board discussed the upcoming Cars at the Rock event, as well as the upcoming Family Feud 2 event and Joy encouraged all Trustees who can attend, to do so

Round Table Discussion

John sought and was given permission to change his credit card to Capital One Spark, which offers reward rebates and Lynnette asked for an update on the status of the retiree hardship fund

Foundation Board of Trustees Meeting Adjournment

- MOTION: To adjourn the April 11, 2019 Foundation Board of Trustees meeting at 4:15pm
- BY: Amy Nichols
- SECOND: Shane Scovel
- VOTE: Approved unanimously; Motion carries

The next regular meeting of the Colorado State Patrol Family Foundation Board of Trustees will be held on Thursday, June 13, 2019 at 1:00pm at 55 Wadsworth Boulevard.

Foundation Board of Trustees Term Limits

<u>Trustee Name</u>	<u>Term Expiration</u>
Jane Crisman (M)	October 2021
Jill Distel (M)	April 2020
Karen Griggs (M)	June 2021
Joy Grissom (M)	April 2022
Amy Nichols (C)	August 2019
Larry Oletski (M)	ACSPP President
Colonel Matt Packard (M)	Ex-Officio Trustee
Shane Scovel (M)	April 2022
Lynnette Stieb (M)	April 2020
Julie Wohlers (C)	April 2020