



**Minutes  
October 1, 2022**

**Hawthorn Bank Community Room 3600 Amazonas Jefferson City, MO 65109**

- I. Welcome Guests and Board Members and Staff                      Marilynn Bradford
- Marilynn gave statement of thanks. Thanks to Executive Director, Ashley Bradford and gave her flowers. Handed out recognition plaques to outgoing board members – Laura Dierberg Ayers and Blake Sherer*

- II. Call to Order    Marilynn Bradford
- Marilynn Bradford, Chair, called meeting to order at 10:03am*

- III. Roll Call    Chrissy Sommer
- Roll call taken*
- Present: Marilynn Bradford, Dr. Petra DeWitt, Dr. Peter Hofherr, John Robinson III, Rev Nicholas Inman, Laura Dierberg Ayers, Thomas Brandom, Betty Coleman, Dr. Sudarsan Kant, Marvin Silliman. Absent: Trish Erzfeld, Blake Sherer. Virtual: Marci Bennett, Dr. Jason Sides. Quorum established 10-2-2*

- IV. Approve Agenda    Marilynn Bradford
- Motion to accept agenda by Peter Hofherr  
2<sup>nd</sup> by Betty Coleman  
Discussion: Tom Brandom made motion to amend the agenda (extend terms)  
Peter Hofherr spoke against amendment  
Laura Dierberg Ayers mentioned that originally it was to extend terms of Marci Bennett and John Robinson  
Bylaw committee to extend terms to 3 terms  
Bylaws to meet Nov 15, 2022.  
Discussion by Tom Brandom to discuss now and vote  
Laura Dierberg Ayers spoke that we should have set a date to meet before they expired  
Tom Brandom discussion on putting things on agenda  
Amendment to adding term limits to agenda to be voted on today  
Roll Call Vote taken on adding to agenda:  
Yes – Laura Dierberg Ayer, Tom Brandom, Betty Coleman, Jason Side, Marvin Silliman  
No – Dr. Petra DeWitt, Marci Bennett, Dr Peter Hofherr, John Robinson III, Nicholas Inman, Sudarsan Kant  
Motion Failed 5 (yes) – 6 (no)*

*Roll Call vote to approve the agenda*

*Yes – Dr Petra DeWitt, Marci Bennett, Dr. Peter Hofheff, John Robinson III, Rev Nicholas Inman, Betty Coleman, Dr. Sudarsan Kant, Dr. Jason Sides*  
*No – Laura Dierberg Ayers, Tom Brandom, Marvin Silliman*  
*Agenda approved 8-3*

*Skipped Meeting Minutes at first and went to ED Report (came back after ED report)*

- V. Approve previous meeting minutes Marilynn Bradford  
*Correction to be made to item #6. 2<sup>nd</sup> paragraph add State before the word Budget*  
*John Robinson motion to approve as amended*  
*2<sup>nd</sup> by Peter Hofherr*  
*Voice vote - Minutes approved*
- VI. Executive Director Report Ashley Beard-Fosnow  
*Strategic Tactics – 4 pillars*  
*Talked about upcoming staff workshop. Staff to fill out survey and predictive index*  
*Mentioned MOMentum 2022 Event*  
*Talked about Eat Think and Be Merry Signature Series*  
*Talked about US Grant traveling exhibit and talks*  
*Mentioned upcoming programs in the ED packet*  
*Talked about A&O report*  
*Mentioned the Horizons Tourisms initiative*  
*Peter Hofherr asked about charity CFO meetings*
- VII. Committees Marilynn Bradford
- i. Advocacy Marci Bennett  
*Marci Bennet impressed by amount of support*  
*Waiting for election to happen in Nov – leadership roles, new chairs, etc*  
*Reach out to new members of the assembly*  
*Kyna Iman will be in contact – Cultural partners*  
*Marvin Silliman said Betty Coleman mentioned at budget workshop about reaching out besides advocacy day*  
*Further discussion on this*
- ii. Financial Peter Hofherr
- i. Financial Report Peter Hofherr  
*Peter Hofherr thanked the team on the Financial Committee*  
*Went over Executive Summary, Management Report from Charity CFO–*  
*Period Ending Aug 31st*  
*(Attach Packet Report)*  
*Cash on hand - \$492,000*  
*Edward Jones Investment – working through an investment policy*  
*John Robinson spoke – Marvin Silliman and him will work on this*  
*How we will manage our funds*  
*Make a check list on information we will want to see.*  
*Also looking at changing advisors (not firm but advisors)*

*Will be discussing between financial committee and will bring to Executive Committee.*

*Laura Dierberg Ayers mentioned and thanked that we will be looking into new advisor*

*Betty Coleman mentioned how the advisor spoke to MH Board member.*

*Laura Dierberg Ayers mentioned – see something – say something*

*Marci Bennett had questions about making sure we only invest in things we can invest in.*

*John Robinson III and Peter Hofherr addressed this and said they are happening on all sides.*

ii. FY23 Budget Ashley Beard-Fosnow

*Peter Hofheff spoke on budget*

*(Attach Budget)*

*How to address timing issues*

*\$402,000 under*

*Peter Hofherr said Ashley Beard-Fosnow is working with Charity CFO on this.*

*Recommendations:*

*Taking 1 year budget and make a 3-year budget. 3-year outlook moves us closer to be best Humanities in Nation.*

*Mentioned a score card for efficiency and effectiveness.*

*Investment policy*

*Grants disbursement policy – set deadline for reimbursements to grantees*

*Laura Dierberg Ayers discussed about how it is better.*

*Ashley Beard-Fosnow discussed highlights of the ED report*

*Increased NEH draw down from \$860,000 to \$910,000*

*Board Discretionary fund of \$50K*

*Increase staff development to \$25,000 – pulled down from printing and publishing*

*Total Budget is - \$2,349,613*

*Peter Hofheff said Budget Committee went over this in workshop and recommends it's approval.*

*Marci Bennett made a motion to approve.*

*Nicholas Inman had question about Center for the Book for \$100K*

*Ashley explained how the festival happened.*

*Ashley mentioned a subcommittee of the Center for the Book*

*Nicholas hopes this happens*

*Marilynn Bradford talked about having input – more than telling staff what to do - additional input on programs for Book Festival*

*Laura Dierberg Ayers said Nicholas Inman, Betty Coleman and her participated regularly – they were put on the Advisory Committee for the Center for Book/Book Festival – very professional.*

*Betty Coleman mentioned it was a pilot program year*

*Voice vote on Budget - Budget approved*

iii. Grants

Petra DeWitt

i. August Major Grants

*Petra DeWitt said record of asks - \$612,000*

*10 were approved fully, 21 partially, at a total of \$108,283*

*36 we are not funding*

*Laura Dierberg Ayers discussed letting board know why not accepted*

*Petra DeWitt said we are doing this now. Petra DeWitt gave full report to executive committee, as well as grants committee. She also gave to full board.*

*Nick motioned to accept*

*Grants approved.*

BREAK 11:32 pm – Reconvene 11:42 pm

VIII. Unfinished Business

Marilynn Bradford

i. Ad Hoc Bylaws Committee

*1<sup>st</sup> Meeting on November 21, 2022 at 10am – via Zoom*

*Target date - end of March for Executive Committee then Full Board*

IX. New Business

Marilynn Bradford

i. 2023 Slate of Officers

*Slate of Officers:*

*President – Dr Petra DeWitt*

*Vice Chair – Trish Erzfeld*

*Treasurer – Peter Hofherr*

*Secretary – Nicholas Inman*

*John Robinson III motioned to approve*

*2nd by Marvin Silliman*

*Slate passes*

ii. Nomination Form

*New nomination form was not moved forward*

*Ashley Beard Fosnow provided in packet*

*Laura Dierberg Ayers mentioned we need to identify exactly what we are checking*

*John Robinson III said MO Highway Patrol does a background check for around*

*\$25. Laura Dierberg Ayers said Sexual Misconduct check around \$10  
Marilynn Bradford said Governor Appointments have to do a background check.  
Tom Brandom asked if we will get a consultant on the bylaws committee.*

iii. Executive Director Evaluation Form

*Executive Director Evaluation Forms to Marilynn Bradford.*

*Betty Coleman mentioned using a rubric to help with the future and where we are going.*

*Ashley Beard Fosnow is getting with Petra DeWitt to work on evaluation*

*Marilynn Bradford said Ashley Beard Fosnow is working with a coach, paid for by MH*

*Peter Hofherr asked if there is a job description – Ashley Beard Fosnow said last one is from 2014.*

*Peter Hofheff said job description should have skill sets.*

*Board discussed how to measure this*

*Sudarsan Kant asked if we are measuring what we need to measure – which is difficult to measure.*

*Peter Hofherr said valuations can be inconsistent.*

*Laura Dierberg Ayers said when looking at expectations and goals, go to person directly. Also Board needs to evaluate itself.*

iv. Statements of Understanding

*To be completed by board members and turned in.*

X. Adjourn

Marilynn Bradford

*Laura Dierberg Ayers motioned to adjourn*

*2<sup>nd</sup> by John Robinson III*

*Motion passes*

*12:09 pm*

## **Appendix**

### **1. Grant Committee Report**

MHC Board of Directors' Grants Committee Summary Report,

September 15, 2022

Submitted by Petra DeWitt, chair

Since the July 2022 Board meeting, the Grants Committee, consisting of Betty Coleman, Petra DeWitt, Marvin Silliman, and Marci Bennett met on September 8, 2022 to discuss and review the August Major Grant applications for up to \$10,000. Jason Sides was not present.

We also communicated via email about grant 2657, discovered after the meeting.

Of the sixty-seven (67) August major grants, the committee

- Rejected thirty-six (36) applications
- Recommended approval for partial funding for twenty-one (21) applications
- Recommend approval for full funding for nine (10) applications.
  
- Total requested amount was \$ \$612,512.
- Total approved amount was \$180,283.
- Beginning fiscal amount available was \$239,487.30, leaving \$59,204.30 that hopefully may be rolled over to the next fiscal year.

The updated full report, including a spreadsheet, was sent to MHC staff on September 15, 2022 and shared with the Executive Committee during its September 28 meeting.

Of the fifty (50) February major grants submitted, the committee

- Rejected fifteen (33) applications
- Recommended approval for partial funding for thirteen (9) applications
- Recommended approval for full funding for three (8) applications
  
- Total Requested amount was \$ 471,241
- Total recommended approved amount was \$ 126,285
- Leaving \$98,465 for the remaining two rounds of grants, but also understanding that the Grants Committee will gain additional funds through savings in budget approved by the EC on March 23, 2022.

The written report, including a spreadsheet, was sent to MHC staff on March 14, 2022 and shared with the Executive Committee on March 23, 2022.