ICR Governing Board Meeting
June 17th, 2026, 1:00 – 2:00 pm
Meeting By Zoom

In Attendance: Dr. Chad Kinney, Dr. Jeff Smith, Ms. Julie Powell, Ms. Sara Bellamy, Dr. John Harloe, Dr. David Lehmpuhl, Mr. Sherard Rogers, Dr. Joanna Zeiger, Ms. Nathalie Clavette, Ms. Justyna Dubey, Mr. Dieter Raemdonck, Ms. Elyse Contreras, Ms. Emma Hudson, Dr. Melissa Reynolds, Mr. Ean Seeb

Absent: Mr. Chuck Smith, Dr. Jon Reuter, Mr. Michael Hennesy, Dr. Angela Bryan

Meeting Minutes:

I. Welcome (1:00-1:02pm) – Dr. Zeiger

II. Consent Agenda (1:02-1:05pm) – Dr. Zeiger
  a. Meeting Minutes: May Board meeting
  b. Marketing and Communication
  c. Gala Numbers
  d. Motion to approve consent agenda passes unanimously

III. Government Relations Updates (1:05-1:15pm) - Emma Hudson, Dieter Raemdonck, & Nathalie Clavette
  a. Mr. Dieter Raemdonck: Legislature is out of session, but it is now the primary election season. Reminder to send Dieter info on board members' local legislators. **Please send info even if you are not comfortable meeting with your legislator. Email reminder will be recirculated.**
  b. Ms. Emma Hudson: Happy to answer questions about the primary election or general questions. Encourages everyone to vote in the primaries and meet the candidates in your area.

IV. ICR Director Search – (1:15-1:25pm) – Dr. Lehmpuhl
  a. Updates on the search process
     Dr. David Lehmpuhl: Thank you to everybody on the committee for doing the initial review and answering the Doodle poll. Candidates are scheduled for interviews on June 26th and 29th. Final set of interview questions has been approved by HR so the committee members will be receiving that. Interviews are scheduled for an hour. The first part of the interview session will be to move into executive session. Reminder to everyone who responded to the Doodle poll to please try and make your times.
  b. Next steps
     i. Target window for Zoom or Teams interviews (June 25 – July 2)
     ii. Target window for finalist(s) interviews (Week of July 20th)
     iii. Target start dates: Aug 3, Aug 17, Sept 1.

V. RFA 2026 – Budget Requests (1:25-1:35 pm) – Dr. Kinney
  a. Proposal to support a 5th application
     Dr. Chad Kinney: Reviewed the financial impact of funding a fifth project, Project 415, in addition to the four recommended projects. Funding the four projects requires approximately $660,000 next fiscal year; Year 2 costs are higher, while Year 3 costs drop due to multiple projects being 2-years in duration rather than 3. Funding Project 415 presents no concerns in Years 1 or 3, the main risk is Year 2, particularly if state appropriations decrease. Fundraising revenue could help offset Year 2 costs and reduce financial risk. Current carryforward funds are sufficient to support Project 415 in Year 1. If Project 415 is funded, more than $100,000 in carryforward funds would remain; if not funded, the balance would

increase to $216,000. Carryforward funds must be spent in the next fiscal year, and the Budget Subcommittee will need to develop recommendations for their use.

Ms. Elyse Contreras: Asked whether carrying a large balance forward would reflect negatively on the ICR.

Dr. John Harloe: Expressed support for funding the project as unspent funds could weaken future budget requests.

Dr. Joanna Zeiger: Funding additional research, particularly pediatric epilepsy research, strengthens legislative and public support.

Mr. Sherard Rogers: Increased attention on medical cannabis research could help support future advocacy efforts.

b. Motion to approve funding a 5th application passes unanimously.

VI. Fall Board Retreat (1:35-1:45 pm) – Dr. Zeiger

a. Scheduling

Dr. Joanna Zeiger: Discussion around timing of Board Retreat to accommodate board members and new ICR Director. Will schedule the retreat in September.

b. Agenda ideas and Format

Dr. Joanna Zeiger: Discussion about retreat needs. Decided that a facilitator is necessary.

Dr Chad Kinney: Chad will look into state facilitator list with Ean's help.

Mr. Ean Seeb: Name of organization is Government Performance Solutions. Website is governmentperformance.us

Dr. Joanna Zeiger: Are there any ideas for agenda items? Proposes that changing the scope of the ICR's mission be an agenda item.

c. Location

Dr. Chad Kinney: Elyse will look at CDPHE schedule for conference room availability. Monday was identified as the best day of the week for the retreat. Elyse confirmed that 9/21 or 9/28 are available at CDPHE.

VII. Gala Impressions and Feedback (1:45-1:55 pm) – Dr. Kinney

a. Dr. Chad Kinney: Asked for feedback from board members about the ICR Gala.

b. Successes

Dr. Joanna Zeiger: Venue was excellent, attendees appeared to enjoy the event, and the gala showed significant improvement over the previous year.

Dr. John Harloe: Attendance exceeded expectations given the limited marketing reach. Student researchers presenting their work was a major value-add and helped showcase the institute's impact. Attendees embraced the formal atmosphere, with strong participation and professional engagement. Preliminary results indicate that approximately $50,000 raised, with an estimated profit of about $11,000 pending final reconciliation.

Dr. Joanna Zeiger: Commended organizers for the substantial improvements from year one to year two.

c. Areas for Improvement

Dr. Joanna Zeiger: Award presenters should receive clearer instructions to focus introductions on the recipient's accomplishments and reasons for receiving the award.

Dr. John Harloe: Clarify expectations that the gala is a fundraising and research-focused event rather than a sales or promotional venue. Address concerns about professionalism. Consider limiting alcohol service to better support the event's purpose. Explore whether security personnel should be present at future events. Increase marketing and promotional efforts to expand awareness and attendance.

d. Silent Auction Improvements

Dr. John Harloe: Silent auction operations need improvement, including item management, bid tracking, and winner verification. Online auction launch experienced technical issues,

including missing items and broken links. Should evaluate the cost-benefit of professional auction software while remaining mindful of event expenses.
Mr. Ean Seeb: Place the silent auction in a location that all attendees must pass through rather than a separate side room.
Dr. Joanna Zeiger: Consider investing in a dedicated auction platform rather than relying on internally developed solutions.

e. Fundraising Recommendations
Dr. David Lehmpuhl: Student and research videos were highly impactful and should be immediately followed by a donation request tied to future research support. Encourage donations by directing attendees to table cards or QR codes after viewing impact stories.
Mr. Ean Seeb: Create a stronger emotional connection by highlighting specific research success stories that demonstrate the long-term impact of donor funding. Incorporate a more direct and intentional fundraising appeal during the event program. Establish and publicly communicate a fundraising goal during the event. Consider personalized donation envelopes/cards and table captains to increase donor participation.
Dr. Chad Kinney: Consider Adding a live donor screen or real-time donation display to encourage giving.
Dr. John Harloe: Improve name tags and attendee identification. Continue collecting feedback from board members and attendees to guide future improvements.

f. Dr. John Harloe: Recognizes that while the event was successful overall, there remains substantial opportunity to enhance fundraising effectiveness, event execution, and attendee experience in future years.

VIII. Public Comment (1:55-2:00 pm) – Dr. Zeiger
a. Adjourned at 1:53PM MT