

LYNNEA GREENE HUTTON, MBA

| <http://www.linkedin.com/in/lynneahutton>

EXECUTIVE / STRATEGY / OPERATIONS

Experienced C-level operations executive with a passion for strategy, running an organization, and executing the vision of the CEO. Combining strong leadership skills with the ability to see and understand the details, and a collaborative leader who listens to identify and creatively capitalize on the organization's opportunities. Extensive nonprofit board experience. Recently completed Deloitte's Women's Corporate Board Readiness certification in Fall 2023.

AREAS OF EXPERTISE

Executive Leadership	Community Relations/Partnering	Learning and Development
Operational Expertise	Teambuilding/Coaching/Mentoring	Change Management
Board Management	Entrepreneurial	Internal and External Consulting
Budgeting/P & L responsibility	International business travel	Contracts/Vendor Management

PROFESSIONAL EXPERIENCE

Vice President of People & Culture, University of Colorado Foundation **2022 - Current**
(Reporting to the President & CEO)

The CU Foundation is the philanthropic arm of the University of Colorado, responsible for managing the \$3B endowment that enables the University to transform lives through education, research, clinical care, and community engagement.

With strategic responsibility for people and culture and an annual operating budget of \$3M, I provide leadership as an officer and a member of the executive team, working closely with the President & CEO, Board of Directors, and Compensation Committee.

Select Accomplishments

- ✓ Completed assessment and transition organization to a new PEO provider and benefits systems, resulting in better benefits, saving the Foundation over \$100k annually.
- ✓ Completed a lengthy list of action items in the first year to increase employee engagement significantly reducing employee turnover.

Sr. Director of Operations, IAALS at the University of Denver **2019 - 2022**
(Reporting to the CEO)

The Institute for the Advancement of the American Legal System is a national, independent research center dedicated to facilitating continuous improvement and advancing excellence in the American legal system.

With strategic responsibility for operations and an annual operating budget of \$3.9M, I provide oversight and leadership along with management of the day-to-day office operations, leading a team of seven overseeing the communications, development, human resources, information technology, facilities, events, and special projects of the nonprofit. I also manage the annual budgeting process, including monthly budget presentations to the CEO and the Executive Committee of the Board of Advisors.

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Select Accomplishments

- ✓ Co-led national CEO search.
- ✓ Conducted an audit of development efforts and led a team to create a new development strategy.
- ✓ Created and recruited a new communications team, significantly increasing the organization's national presence.

**Director of Operations, Boettcher Foundation
(Reporting to the President & CEO)**

2013 - 2018

The Boettcher Foundation, with \$300M in assets, has funded capital grantmaking and merit-based scholarship programs supporting the entire state of Colorado for over 85 years.

With strategic responsibility for the operations with an annual operating budget of \$13.5M, that encompassed human resources, information technology, facilities, events, and special projects. Served as the Corporate Secretary officer position, 401(k) plan administrator and fiduciary, and as the staff liaison to the Board of Trustees Compensation & Benefits Committee

Select Accomplishments

- ✓ Sole responsibility for \$300k office remodel and construction project. Completed on time and under budget.
- ✓ Implemented wellness program, significantly reducing health insurance costs by \$25k per year.

**Director of Human Resources, Tony's Market
(Reporting to the CEO)**

2005 - 2013

Led all human resources functions for a business with \$30M in annual revenue and 300 employees. Contributed to driving business results and profitability while serving on the executive team. Provided sound guidance to all management levels to ensure adherence to corporate policies, and all laws.

Select Accomplishments

- ✓ Protected the company from several employment legal issues.
- ✓ Significantly reduced turnover to 35% in three years due to programs implemented.
- ✓ Redesigned time and attendance process resulting in a decrease in unscheduled labor by \$100k and unscheduled OT by 50% within twelve months of new software rollout and implementation.

Additional Employment

Owner/Operator, Home Cleaning Centers of America

Owned and managed a start-up franchise location. Business leadership resulted in exceeding all sales and growth targets and receiving Franchise of the Year award in the second year of business while adding nine jobs to the local economy.

Director of Human Resources, AT&T Broadband

Led the Employee Relations functions for five corporate business units. Offering organizational development and learning/development in the corporate Human Resources Department for a company of 30,000 employees and managing a team of five Human Resources professionals. Instrumental in the M&A of TCI with AT&T and MediaOne.

EDUCATION

University of Denver
Pennsylvania State University

MBA
BA Major in Psychology and Minor in Spanish

ADDITIONAL PROFESSIONAL ACTIVITIES

BOARDS

Denver Metro Chamber Leadership Foundation

Leadership Foundation Board Member 2021 - current

Leadership Denver Class of 2015

Colorado Experience 2014, 2015

University of Denver

Alumni Advisory Council 2021 - current

Newman Center of the Performing Arts

Advisory Board Member 2019 – current

Executive Director Search Committee Member - 2020

Governor's Residence Preservation Fund

Board Member 2016 - 2020

Biennial of the Americas

A nonprofit organization that creates a connection for business, arts, and culture across the Americas

Brazil delegation attendee 2016

Canada delegation 2018*

Colombia delegation 2018*

* organized all details for the delegation of 50 executive-level business members led by the Governor of Colorado

World Trade Center Denver

Board Member 2016 - 2018

University of Denver, Daniels College of Business

Executive Mentor 2009 - 2020

Alumni Advisory Board 2009 - 2016

Aurora Chamber of Commerce

Leadership Aurora Class of 2005

Leadership Aurora Foundation Board 2005 - 2008

SPEAKING ENGAGEMENTS

Keynote speaker for Daniels College of Business Graduation Ceremony, Spring 2022

Visiting lecturer for EMBA class CEP Toolbox: Summer, Fall 2023, Spring 2024

Visiting lecturer for HR MGMT 2040 Class at Daniels College of Business, Spring 2018/19, Fall 2017

Presenter HR 101: Hiring through Firing at Colorado Nonprofit Association Conference, October 2017

Panelist for Race in the Workplace at Daniels College of Business, April 2018

Panelist for Women's Professional Alliance: How to be Successful in the Workplace, May 2017

AWARDS

Alumni Ambassador Award, Daniels College of Business 2016

Most Dedicated Executive Mentor, Daniels College of Business 2014

Franchise Entrepreneur of the Year, Home Cleaning Centers of America 2003