

**GREAT BASIN COLLEGE FOUNDATION  
Board of Trustee Meeting  
1025 Chilton Circle, Elko, Nevada 89801**

**Thursday, September 21, 2023, at 12:15 pm**

**MINUTES**

**1. Call to Order: 12:17 p.m.**

The Agenda for this meeting of the Great Basin College Foundation Board of Trustees has been properly posted for this date and time in accordance with NRS requirements.

**2. Roll Call:**

Present:

Dr. Robert Colon (Chair)

James Glennon (Treasurer)

Kaley Sproul Chapin

Alan Morris

Shirley Alen-Kellerman

Linda Fitzgibbons

Chris Johnson

Caroline McIntosh

Shane Valentine

Dave Roden

Brandon Shedd (arrived 12:17 p.m. after roll call)

Absent:

Holly Wilson (Vice-Chair)

Zach Gerber

Stacy Smith

Others Present:

Joyce Helens, GBC President

Hillary Baker, Associate Development Director

Kelli Baker, Administrative Assistant

Jessica Salyes, HRC P.C.

Lynette MacFarlan, PTK Rep

Cindy Holt, PTK Rep

Jennifer Stieger, PTK Rep

Lacey Tom, PTK Rep

Rebeca Kufeld, PTK Rep

Madison Mead, PTK Rep

Carissa Sena, PTK Rep

Sarah Crews, PTK Rep

3. Public Comment. *Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.* ACTION WILL NOT BE TAKEN

No public comment.

4. Approval of Minutes – *Dr. Robert Colon.* FOR POSSIBLE ACTION

GBC Foundation Trustees will review, recommend changes, and/or approve the GBC Board of Trustees meeting minutes on May 18, 2023.

*ESTIMATED TIME: 5 mins*

***A motion to approve the minutes of May 18, 2023, was made by Trustee Roden, seconded by Trustee McIntosh, motion passed unanimously.***

5. Review, consideration, and possible approval of the Great Basin College Foundation external audit for FY23, and matters related thereto. FOR POSSIBLE ACTION

Jessica Sayles, HRC P.C., will discuss the GBC Foundation FY23 audit. Included in the packet are the Financial Statements and the Management Letter.

*ESTIMATED TIME: 10 mins*

Ms. Sayles gave a brief overview of the audit. She reported that the Independent Auditor's Report is a clean opinion on the financials. She reported the net position is a strong financial position. The investments are up over the previous years. The vast majority of investments are held at NSHE. She reported that the operating loss during year, which decreased from last year due to the Winnemucca Building being complete. Ms. Sayles reported there were no major changes to the Notes to the Financials. The management letter describes what we did through the audit and if we had any finding. Ms. Sayles reported there were no internal findings or other issues, and things went very well.

Trustee Glennon thanked Ms. Sayles and her team and said they were great to work with. Ms. Sayles commented that between the external bookkeeper and Kelli things went very smooth this year.

***A motion to approve the Great Basin College Foundation external audit for FY23, was made by Trustee Roden, seconded by Trustee Glennon, motion passed unanimously.***

6. Presentation and review of Phi Theta Kappa's funding provided by GBC Foundation in FY23 and possible approval of a request for funding, in the amount of \$6,000.00 from the Foundation's unrestricted funding, by the Phi Theta Kappa local chapter to be used for scholarships and conference attendance, and matters related thereto. FOR POSSIBLE ACTION

Members of Phi Theta Kappa have prepared a presentation and review of the program and will be available for questions.

*ESTIMATED TIME: 20 mins*

Trustee Roden asked if this has been done for before? Ms. Macfarlan replied that a match was raised to the \$6,000 the Trustees gave last year. Trustee Fitzgibbons inquired how much was set aside in their budget for this year? Ms. Macfarlan answered they have \$7,000 and another \$8,000 from a contributor. Ms. Macfarlan stated they are engaged in community service, and we make sure we have fundraisers in place, but it is expensive to send the students to the conference. Trustee Fitzgibbons asked what the current budget for this conference is. Ms. Macfarlan states that about \$6,000 is set aside for each conference. President Helens commented that it was not until Ms. MacFarlan took over for PTK that the program went forward from a 1-star chapter to a 5-star chapter.

***A motion to approve \$6,000.00 of unrestricted funding to PTK, was made by Trustee Roden, seconded by Trustee Shedd, motion passed unanimously.***

7. Review, consideration, and possible acceptance of a donation of a 5-acre parcel located in rural Elko County, and matters related thereto. FOR POSSIBLE ACTION

Included in the packet is the Elko County Assessor's parcel information and a map of subject property.

Discussion involving location and value of the property took place.

A motion to take no action on this item was made by Trustee Morris.

Before a second to the motion was made by Trustee Johnson suggested to give some direction to staff for the item, maybe contact a realtor who is familiar with the area to investigate.

An amended motion to table the item, investigate further was made by Trustee Morris, seconded by Trustee Roden, motion passes unanimously.

8. Discussion, review, and possible acceptance of a bequest to Great Basin College for a new scholarship, and matters related thereto. FOR POSSIBLE ACTION

Included in the packet is a bequest recently received.

Ms. Baker reported a donor left a bequest to the college for a scholarship. A portion of the bequest has been sent and there is still a donation of about 10% left.

Ms. Baker stated that they are working on an endowed scholarship, and it will be for CTE students, preference to diesel students, and preference to be given to students in Lander County.

***A motion to approve the bequest, was made by Trustee Johnson, seconded by Trustee Roden, motion passed unanimously.***

**9. President's Report – *President Joyce Helens*. INFORMATION ONLY – NON ACTION ITEM**

President Helens may give an update on GBC matters.

*ESTIMATED TIME: 10 mins*

President Helens thanked the Trustees for funding PTK for funding PTK they are a super success story.

President Helens also thanked Hillary and Kelli for their all work. She reported there was a complaint which led to a whistleblower investigation, then we knew we needed to make changes. President Helens reported they hired a consultant, and she made some great recommendations to split the Communications Department and the Foundation, and those communications will now be under Vice President Rivera, President Helens reported there is a possibility of doing an emergency hire for the Director.

President Helens reported that the system office has gone through turmoil with the Acting Chancellor leaving the position early, the CFO left, and the Vice Chancellor for Academic Affairs is retiring. President Helens explained when presents metrics to the Board of Regents she includes enrollment trends, which are always up. This year there were unfunded mandates that legislation pushed forward for free tuition for any Native American students, this is free education, and we are a business. This may cause layoffs. also reported that MGM was given a break on tuition years ago.

President Helens stated that the colas are reimbursed by the State at 80%, but there was a calculation error and NSHE was only reimbursed 60%, and the State would not fix it. She reported there are many MOU's in place with UNR, but the consolidation with UNR has been put on hold. President Helens reported that she is retiring at end of year, (June). We are stable and they (the Board of Regents) are aware of us.

She also reported that GBC is still #1 for the nursing program. She also hopes that with the new Director that the IAC and the Foundation can work together. She reported she received a verbal from a donor for naming rights to the Mining Center of Excellence. President Helens also reported that Governor Lombardo, visited the campus, and the Governor would like to the Mining Center of Excellence get off the ground and there are resources out there.

**10. Faculty Senate Report –*David Sexton*. INFORMATION ONLY – NON ACTION ITEM**

The Board may receive an update from the GBC Faculty Senate Chair.

*ESTIMATED TIME: 5 mins*

No report.

**11. Foundation Board Chair Report – *Dr. Robert Colon*. INFORMATION ONLY – NON ACTION ITEM**

The Board may receive an update from the Board Chair.

*ESTIMATED TIME: 5 mins*

No report.

**12. Finance Committee Report – James Glennon. INFORMATION ONLY – NON ACTION ITEM**

The Board may receive an update from the Finance Committee. Committee Members include James Glennon, Chair; Danny Gillins; Shirley Alen-Kellerman; Lynn Terras; and Brandon Shedd.

- a. Accept the Finance Committee Reports. FOR POSSIBLE ACTION  
*ESTIMATED TIME: 5 mins*

***A motion to accept the Finance Committee reports, was made by Trustee Roden, seconded by Trustee Johnson, motion passed unanimously.***

**13. Development Committee Report – Chris Johnson. INFORMATION ONLY – NON ACTION ITEM**

The Board may receive an update from the Development Committee. Committee Members include Chris Johnson, Chair; Alan Morris; Dave Roden; and Caroline McIntosh.  
*ESTIMATED TIME: 5 mins*

Trustee Johnson reported they are working on legacy society event for planned giving.

**14. Foundation Update – Hillary Baker, Associate Development Director. INFORMATION ONLY – NON ACTION ITEM**

Hillary Baker may give an update on GBC Foundation matters.  
*ESTIMATED TIME: 5 mins*

- *Legacy Society Event.* Ms. Baker reported the event is set for November 16<sup>th</sup> from 5:30 p.m. – 7:00 p.m. in the Solarium. Jason Land and Rich Barrows discuss charitable gift annuities and tax benefits.
- *AT&T Grant – Ely Campus.* Ms. Baker reported that a grant in the amount of \$16,000 was awarded to the Ely campus to renovate the front area of the building.
- *NNRH Auxiliary Food Drive.* Ms. Baker reported the food drive is today and they have received quite a few donations for GBC's Big Horn food pantry.
- *Halloween Event – Winnemucca Campus.* Ms. Baker reported they were unable to find a major sponsor and the event has been canceled.

**15. Items from Board Members. INFORMATION ONLY – NON ACTION**

Board members may bring to the attention of the board items pertaining to the Foundation that might be of interest. No action may be taken on a matter raised under this agenda item, though items may be designated to be added to the next agenda.  
*ESTIMATED TIME: 5 mins*

**16. Public Comment.** *Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.* ACTION WILL NOT BE TAKEN

No public comment.

**17. ADJOURN.** 1:46 p.m.