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

Thursday, May 18, 2023, at 12:15 pm

MINUTES

1. Call to Order 12:15 p.m.

2. Roll Call:

Present:	Absent:
Dr. Robert Colon (Chair)	Caroline McIntosh
Holly Wilson (Vice-Chair)	Kaley Sproul Chapin
James Glennon (Treasurer)	Shirley Alen-Kellerman
Chris Johnson	Alan Morris
Shane Valentine	Zach Gerber
Brandon Shedd	
Dave Roden	
Linda Fitzgibbons	
Stacy Smith	

3. Public Comment *(see notation below regarding public comment).* 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 March 16, 2023.
ESTIMATED TIME: 5 mins

A motion to approve the minutes of March 16, 2023, was made by Trustee Roden, seconded by Vice-Chair Wilson, motion passed unanimously.

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

President Helens may give an update on GBC matters.
ESTIMATED TIME: 5 mins

No report.

6. Finance and Administration Report – *Executive Director, Jared Keller*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the GBC Finance and Administration.
ESTIMATED TIME: 5 mins

Mr. Keller gave the Board an update on the 2023 legislative cycle. He reported there is some progress on the merit and cola increases for state workers. He also reported that the upcoming Board of Regents meeting they will be reporting on furthering the relationship between UNR and GBC shared services. Chair Colon asked Mr. Keller if he will have more information at the next meeting. Mr. Keller responded he would.

7. Faculty Senate Report –*Kevin Seipp*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the GBC Faculty Senate.
ESTIMATED TIME: 5 mins

No report.

8. Executive Committee Report – *Dr. Robert Colon*. INFORMATION ONLY

The Board may receive an update from the Executive Committee. The Executive Committee consists of Dr. Robert Colon, Chair; Holly Wilson, Vice-Chair; (Vacant) Immediate Past Chair; James Glennon, Treasurer/Finance Chair; Chris Johnson, Development Chair; Joyce Helens, Secretary; Karrie Barrett, Foundation Director.

a. Consideration and approval of the reappointment of the following individuals to the GBC Foundation Board of Trustees for three-year terms commencing July 2023, and matters related thereto. FOR POSSIBLE ACTION

- Mr. Alan Morris *(2026) (Year of term expiration)*
- Dr. Robert Colon *(2026) (Year of term expiration)*
- Ms. Shirley Alen Kellerman *(2026) (Year of term expiration)*
- Ms. Caroline McIntosh *(2026) (Year of term expiration)*

These reappointments will be approved at the NSHE Board of Regents, Great Basin College Foundation Meeting of the Member of the Corporation to be held in December of 2023.
ESTIMATED TIME: 5 mins

A motion to approve the reappointment of Dr. Robert Colon, Ms. Caroline McIntosh, Mr. Alan Morris, and Ms. Shirley Alen Kellerman for a term to expire in 2026. Motion passed unanimously.

b. Consideration and possible approval of officer appointments of a new Board of Trustees Chair, Vice Chair, and Treasurer for a two-year term commencing July 2023, and matters related thereto. FOR POSSIBLE ACTION
ESTIMATED TIME: 5 mins

Chair Colon volunteered to continue to be the Chair, Vice-Chair Wilson volunteered to continue to be Vice-Chair. Trustee Glennon volunteered to continue to be the Treasurer but reported that his intent is to do it for two more years and he would like to train someone to take over.

A motion to approve to continue with the current Chair, Dr. Robert Colon; Vice-Chair, Holly Wilson; and Treasurer, James Glennon, was made by Trustee Roden, seconded by Trustee Morris, motion passed unanimously.

9. Review, consideration, and possible acceptance of the GBC Foundation FY24 Budget, and matters related thereto. FOR POSSIBLE ACTION

Included in the packet is draft budget for review and possible approval.

Trustee Glennon is more concerned at the backend of the budget and Ms. Barrett reported with a new bookkeeper they will have a year over year comparison. Trustee Glennon stated there will be more clarity going forward and they are signing off on monthly reports sent by the bookkeeper.

A motion to approve to approve the GBC Foundation FY24 Budget was made by Trustee Glennon, seconded by Trustee Roden.

Before the vote, Trustee Smith inquired where the bank accounts are held as her question is if they are FDIC covered. Trustee Glennon reported that we are FDIC covered and our operating fund is under $100,000 and everything else is diversified.

Trustee Johnson asked for a follow up budget to include a bottom line for income and expense. Ms. Barrett reported she would add that and send it out.

A motion to approve to approve the GBC Foundation FY24 budget, James Glennon, was made by Trustee Glennon, seconded by Trustee Roden, motion passed unanimously.

10. Review, consideration, and direction to staff regarding certain scholarships that may be un-awardable, and matters related thereto. FOR POSSIBLE ACTION

This item is being placed on the agenda in accordance with the GBCF Gift Acceptance Policy, VIII. Endowments; 1.

Included in the packet is a list of endowed scholarships that have become difficult to award over the years. When these scholarships were created, there were more live classes on the campuses. Staff is asking for permission to change the "must attend live on campus" to "must reside in the respective county which the campus is located in if no live classes are available". This would allow more scholarships to be awarded each semester.

ESTIMATED TIME: 5 mins

Ms. Fruge stated the issue is with when the scholarships were written in the past they it specifically stated that the student had to attend the campus which it is located in. We would like to amend the agreement stating that the students would live in the same county as the campus but may attend internet classes.

Ms. Barrett stated that the Foundation has money sitting in accounts because they cannot be awarded due to the strict criteria and that is one thing the LCB Auditors found with most of the foundations.

Discussion took place regarding if the agreement should be changed to not exclude other counties where students may lose out and to make sure all there are no living donors or attorneys available to change the agreement. Ms. Barrett stated her, and Ms. Fruge would handle making sure there are no living relatives or contacts available.

Trustee Glennon stated that a memo should be signed by himself and placed in the file, he then added the Chair and Vice-Chair should be involved.

A motion to approve to approve staff to ensure there are no living contacts for the scholarship agreements and that a memo would be signed by the Chair, Vice-Chair and the Treasurer and placed in the appropriate scholarship folder, was made by Trustee Glennon, seconded by Trustee Roden, motion passed unanimously.

11. Foundation Board Chair Report – *Trustee Roden. 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.

Due to the cancellation of the Finance Committee meeting of May 4, 2023, items a and b are being placed on the Board of Trustees agenda.

a. Review and possible acceptance of a bequest to Great Basin College Foundation, and matters related thereto. FOR POSSIBLE ACTION

This item is being placed on the agenda in accordance with the GBCF Gift Acceptance Policy, VII. Types of Gifts, which states the Finance Committee must approve this bequest as it is over $10,000.00.

A motion to accept the bequest, was made by Trustee Fitzgibbon, seconded by Trustee Shedd, motion passed unanimously.

b. Review, consideration, and possible approval to modify the award amount of an endowed scholarship, and matters related thereto. FOR POSSIBLE ACTION

This item is being placed on the agenda in accordance with the GBCF Gift Acceptance Policy, VIII. Endowments; 1.

Due to the downturn in the market over the past few years, the return on endowments continue to decline. In your packet is a scholarship with its award amounts as is, and the suggested amount to award.

Trustee Glennon stated this is the same intent of the other endowments we voted not to take the spend on.

A motion to wait for endowment to start to gain ground and modify the award was made by Trustee Glennon, seconded by Trustee Roden, motion carried unanimously.

c. The GBCF Finance Committee will discuss and/or take action to approve the Management Reports for the periods ending February 2023 and March 2023. FOR POSSIBLE ACTION

A motion to approve Management Reports for the periods ending February 2023 and March 2023 was made by Trustee Roden, seconded by Trustee Morris, motion passed unanimously.

d. The GBCF Finance Committee will discuss and/or take action to approve the Gift Summary Report Income/Deposit Report for the months of February 2023 and March 2023. FOR POSSIBLE ACTION

A motion to approve Gift Summary Report Income/Deposit Report for the months of February 2023 and March 2023 was made by Trustee Roden, seconded by Vice-Chair Wilson, motion passed unanimously.

e. The Gift Summary Report FY23. FOR POSSIBLE ACTION
ESTIMATED TIME: 5 mins

A motion to approve Gift Summary Report FY23 was made by Trustee Roden, seconded by Trustee Valentine, 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 that at the Development Committee meeting they discussed the legacy society, activities in Winnemucca, the golf tournament the Mining Center for Excellence, and Griswold Hall.

14. Associate Development Director Update. INFORMATION ONLY – NON ACTION ITEM

- Winnemucca Halloween Event. Ms. Fruge explained that Winnemucca does not have an indoor Halloween event. They will invite the elementary school and hand out candy and it will support the Bighorn Pantry. Chair Colon inquired about Ely and Pahrump, if they will have the same? Ms. Fruge responded they are looking at spreading events

out throughout the year. Trustee Morris likes the idea. Trustee Shedd said Ely does have a large event in Halloween.

- 2023 Golf Tournament. Trustee Fitzgibbons stated they have golf courses in Pahrump and they have a lot of connection with golf pro. Ms. Fruge stated there are three (3) holes left to sponsor. Dave sent to Winnemucca we have been running advertising in June edition Ms. Fruge stated the Elko Daily Free Press agreed to free advertising, which ran last Saturday. We are going to run radio ads with KELK and Trustee Johnson will voice those. Ms. Fruge stated that 20% slots are filled, and the catering company will just charge for that amount. Ms. Fruge thanked the board members for their donations to the tournament. Vice-Chair Wilson asked to have posters sent to Ely.

15. Executive Director of Communications and Institutional Advancement Update – *Karrie Barrett.* INFORMATION ONLY – NON ACTION ITEM

Karrie Barrett may give an update on GBC Foundation matters.
ESTIMATED TIME: 5 mins

- Mining Center of Excellence. Ms. Barrett reported the capital campaign is on hold and she will be working with UNR directly on the development side of things. She reported that there are a lot of issues with building. Ms. Barrett said that when the time comes it will be a joint venture. The Mining Center is launching a dual enrollment program and a donor has agreed to pay for the first ten (10) students.
- GBCF Golf Tournament. Ms. Fruge had already reported on this.

16. 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

None.

17. Public Comment *(see notation below regarding public comment).* ACTION WILL NOT BE TAKEN

No public comment.

18. ADJOURN 1:25 p.m.