

NOTICE OF PUBLIC MEETING

**GREAT BASIN COLLEGE FOUNDATION
Board of Trustee Meeting/Workshop
1500 College Parkway
Elko, Nevada 89801
Berg Hall Conference Room**

Thursday, March 17, 2016, at 12:15 pm

Video Conference from the Meeting Site to:

GBC – Pahump Center
551 E. Calvada Blvd./GBC PVC 119
Pahump, Nevada

GBC – Winnemucca Center
5490 Kluncy Canyon Road/ GBC 123
Winnemucca, Nevada

GBC – Ely Center
2115 Bobcat Dr.
Ely, Nevada/ GBC 105

Members of the public may attend the meeting and provide testimony or public comment at these sites via video conference connection.

MINUTES DRAFT DRAFT DRAFT DRAFT

Call to Order of the Great Basin College Foundation Board of Trustees at 12:17 p.m. by chair Mark Laffoon

Trustees Present: Mark Laffoon (Chair), Tana Gallagher, James Glennon, Gregory Hafen, Chris Johnson, John Pryor, Dave Roden, Holly Wilson

Trustees Absent: Maria Anderson, Robert Colon, Pamela Smith, Jim Winer

Others Present: Mark Curtis, Gregory Brorby, Mardell Wilkins, Mary Doucette

1. **Public Comment** (*see foregoing notation regarding public comment*) **Information**
None.

2. **Approval of Minutes – Mark Laffoon** **Information/Action**
A. GBC Foundation Trustees reviewed the minutes of the GBCF Board of Trustees meeting/workshop on January 21, 2016 – **MOTION:** by Dave Roden to approve the minutes; motion seconded by John Pryor; motion was **APPROVED**.

3. **Foundation Board Chair Report - Mark Laffoon** **Information/Action**
The GBC Foundation Trustees will discuss and/or take action on the following:
A. A Letter of Support for State College from the GBC Institutional Advisory Council and the GBC Faculty Senate was provided by Greg Brorby as examples for the GBC Foundation Trustees to use if they wanted to draft a similar letter of support for State College. The Trustees discussed its interest in drafting a letter of support. All letters of support will be

used as back up for the Board of Regents' meeting in June. The earliest possible action would be at the September Board of Regents' meeting. President Curtis is willing to postpone a vote if there is push back. President Curtis feels that his briefing paper will prove that becoming a state college will only help and not hinder us and will increase the fundraising capability of the Foundation. **MOTION:** by Chris Johnson to draft a letter of support for State College that is similar to the GBC Faculty Senate Letter of Support; motion seconded by Tana Gallagher; motion was **APPROVED**.

4. Finance Committee Report – James Glennon **Information/Action**

The GBC Foundation Trustees will discuss and/or take action on the Finance Committee's recommendations for the following:

- A. The Finance Committee reviewed the record of expenditures/check register for the months of October, November, December 2015 and January 2016. **MOTION:** by Dave Roden to approve the expenditures/check registers; motion seconded by John Pryor; motion was **APPROVED**.
- B. The Finance Committee reviewed the income/deposits for the months of October, November, December 2015 and January 2016. **MOTION:** by Dave Roden to approve the income/deposits; motion seconded by John Pryor; motion was **APPROVED**.
- C. Review of pledge receivables and aging report - Greg Brorby reported that going forward the Finance Committee will review the outstanding pledges in arrears. Currently, there is \$68,000 in pledges from 2000 that we may be able to close out. There are active pledges of \$10,000 to \$15,000 that will need to be written off. **MOTION:** by Dave Roden to approve the pledge receivables report; motion seconded by John Pryor; motion was **APPROVED**.
- D. The Finance Committee recommends approval of the CD transfer/purchases. At the end of the fiscal year we will be moving to the NSHE pool so we just need to be aware of that. **MOTION:** by Dave Roden to approve the CD transfers; motion was seconded by John Pryor; motion was **APPROVED**.
- E. Auditor services for this fiscal year will remain the same with EIDE Bailey. James Glennon reported there is no longer a need to change auditors since we hired consultant Lisa Red to clean some things up. **MOTION:** by Dave Roden to approve stay with EIDE Bailey for auditing services for this fiscal year; motion was seconded by John Pryor; motion was **APPROVED**.
- F. The Finance Committee recommends approval of the Hoop House funding request of \$1,500 from the DWRF. The funds are for electronics to be able to better monitor the Hoop House with fans to improve air flow. The Hoop House grows flowers and plants for the landscaping of the campus. **MOTION:** Dave Roden to approve the funding request for the Hoop House; motion was seconded by John Pryor; motion was **APPROVED**.

5. Governance Committee Report – Dave Roden **Information/Action**

The Trustees discussed the three nominations (Kaley Sproul, Nevada Cattlemen's Association, Danny Gillins, Raymond James Financial Services and Zach Gerber, Gerber Law Offices LLP) for the Board of Trustees as recommended by the Governance Committee. **MOTION:** by Chris Johnson to approve the appointment of Kaley Sproul, Danny Gillins and Zach Gerber to the

Board of Trustees; motion was seconded by James Glennon; motion was **APPROVED**. The new Trustee terms will begin immediately and be confirmed at the Board of Regents' meeting in December.

The Trustees discussed the difficulty in getting a quorum for meetings and a solution to possibly change the bylaws to say if there are seven Trustees present for a meeting then business can be conducted.

6. Development Committee Report – Maria Anderson **Information/Action**

The Development Committee discussed the following and recommends approval of the following events and/or strategies:

- A. April 7th Donor Appreciation Event – an invitation for this event went out to approximately 350 people. The criteria was donors over the past 5 years, Legacy Society members, GBC Institutional Advisory Council, GBCF Trustees, and Founders. The budget for the event is \$2,500. There will be a catalog of needs that is being created and the high light of the event will be the Virtual Humanities Center. This will be an annual event.
- B. Annual Fund Raising Campaign – a mailer will be prepared sometime in June for the annual campaign. The criteria will be determined.
- C. NEH Grant Fulfillment – The deadline for the second installment for the NEH Grant is August 1 and we need \$300,000 for the match. Greg Brorby has been researching options for that. The Foundation has the option of using unrestricted dollars from October 1, 2012 to present. Any unrestricted donation of \$5,000 or more the donor will have to be notified to get their permission. We are about \$50,000 short. We have raised \$611,000 so far. The next installment is July 2017 where \$100,000 is due. There is no time restraint for the last \$500,000 that needs to be raised.
- D. Planned Giving Event - there will be some type of workshop in July consisting of a panel of experts (attorney, CPA, and financial advisor) to talk about planned giving.
- E. Legacy Society Event – there will be a planned event in October to thank the members of the Legacy Society.

MOTION: by Dave Roden to approve the Development Committee's report; motion was seconded by John Pryor; motion was **APPROVED**.

7. President's Report – Mark Curtis **Information**

- A. Facility needs and dorm occupancy – President Curtis reported there is not enough money coming in to maintain the buildings. Each year the Nevada System of Higher Education asks for 2% for the deferred maintenance from the State but it has never been funded. There is a fund that exists that NSHE gets \$15 million and then is distributed out to each institution. GBC's piece is \$500,000 which allows us to do some maintenance. We are not planning additional buildings in the near future. We are working on plans for the Pahrump campus. The land acquisition is ongoing and we should have possession of the land soon. We could see the first building in 7 to 8 years if things go perfectly. We need to start thinking about fundraising opportunities at some point in time. President Curtis has talked to Greg about

establishing accounts for Ely, Battle Mountain, Winnemucca and Pahrump so that when fundraising in those areas it goes directly to their accounts. The student housing that we currently have was all purchased with a loan that will be paid off in 2021. Griswold Hall is the asset that secures loan. We still owe \$872,000 on the loan. We have a high enough occupancy to pay the payment and pay the staff. That is the good news. The bad news is that Griswold Hall needs a new roof estimated at \$400,000. The building is in bad shape. We have had three entities approach us who want to build a dorm on campus. They would use private capital and lease it back to college for a period of years and then GBC would own the property. We are looking at three years from now potentially tearing down Griswold Hall and possibly using a private entity to build a dorm there. We can also allow a separate entity to build and manage the dorm and we just guarantee 79% occupancy. Elko now has a lot of apartments to choose from with less restrictions so we are watching the occupancy. We may have to decommission Griswold Hall before the three year period. President Curtis said there is some property on Chilton Circle that is pie shaped by the cow barn that would be a good location for a dorm. However, our growth at this point is in Pahrump and potentially Winnemucca. We won't need any buildings in Elko for a long time.

- B. Golden anniversary plans – President Curtis reported on the upcoming 50th anniversary of the founding of GBC. It will start at the GBC Commencement in May 2017 and culminate at the commencement in May of 2018. There will be a series of events that will take place within that one year timespan. There will be great potential for a campaign to be started just prior to all of the events.

- 8. GBC Foundation Director's Report – *Greg Brorby* Information/Action**
- A. Greg Brorby gave an update on the alumni association task force. The group has a diverse membership including Toni Milano, EDPR correspondence and alumni, Kayla McCarter, GBC marketing specialist, DeMarynee Saili, GBC student body president, Jim Winer, Delmo Andreozzi, Katrinka Russell, Maria Anderson and Mardell Wilkins. The main goal is to launch at graduation. The taskforce will conduct business under the umbrella of the GBC Foundation. They have established its mission statement and guiding principles and are working on benefits.
 - B. Greg Brorby gave an update on the CPA consultant work that has been completed. There will be a plan in place to address the issues that have been popping up. We are currently reconciling the deposits "due to" accounts from the "due from" accounts. This will put us on the path for completing the endowments for transfer to the NSHE pool. The Board of Regents' approved the transfer at their meeting earlier this month.
 - C. Greg Brorby reported there was a press release in the Elko Daily Free Press on the Spring Scholarship disbursements.
 - D. Greg Brorby reported there will be a FundDriver fee increase from \$4,000 to \$5,000 starting March 31, 2016. Transferring the endowments to NSHE will be a cost savings, but we still need FundDriver for another year.

- 9. Items from Board Members Information**

Mary Doucette reported the Land Surveying students came in 2nd place at a national meeting. Radiology students came in 1st place at a national meeting as well for their posters. The construction on the X-ray lab remodel begins next month. GBC received a \$250,000 grant/donation to do the remodel. Mary reported on the two bachelor degrees in Natural Resources and Social Science that were approved by the Board of Regents. Mary also reported that Faculty Senate supports the state college concept and she feels that the community as a whole does as well. There was a discussion on whether GBC becoming a state college would be competition for Nevada State College and President Curtis feels that we would not. NSC has 2.2 million people in their service area and we have 150,000 people in our service area.

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| 10. | Public Comment <i>(see foregoing notation regarding public comment)</i>
None. | Information |
| 11. | Adjourn
The meeting was adjourned at 1:25 p.m. by chair Mark Laffoon | Information |