

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

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

Video Conference from the Meeting Site to:

GBC – Pahrump Center
551 E. Calvada Blvd./GBC PVC 122
Pahrump, Nevada

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

GBC – Ely Center
2115 Bobcat Dr. / GBC 118
Ely, Nevada

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

MINUTES

Call to Order of the Great Basin College Foundation Board of Trustees (12:16 pm)

ROLL CALL:

Present: Maria Anderson, Dr. Robert Colon, Tana Gallagher, Zach Gerber, James Glennon (Ely), Gregory Hafen (Pahrump), Chris Johnson, Mark Laffoon, John Pryor, Dave Roden, Holly Wilson (Ely), Jim Winer, Greg Brorby, Mark Curtis, Kimberly Hess, John Patrick Rice, Teri Gage (Eide Bailly), Cathy McAdoo

Absent: Jodi Brandis (Ely), Danny Gillins, Pamela Smith, Kaley Sproul

1. **Public Comment** (*see foregoing notation regarding public comment*) **Information**
None
2. **Approval of Minutes – Mark Laffoon** **Information/Action**
GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees meeting on September 15, 2016.
MOTION: Dave Roden made a motion to approve the September 15, 2016 minutes; Seconded by Chris Johnson. The motion passed.
3. **Foundation Board Chair Report - Mark Laffoon** **Information**
The Chair recognized Cathy McAdoo, Regent-Elect, in attendance, and thanked James Glennon for his work with the Financial Statements. It was stated that the three events coming up that will provide income are important and potentially could result in a lot of money for the College. The passing of Mark Chilton, GBC Founder, was also mentioned.
4. **Finance Committee Report – James Glennon** **Information/Action**
The Treasurer has the option of this being approved as a consent item or individually.
The GBC Foundation Trustees will discuss and/or take action on the Finance Committee's recommendations for the following:
Items to consider individually:
 - A. Discussion and/or approval of the annual Foundation Audit and associated letters for Fiscal Year 2016/2017 which were performed by Eide Bailly in August.

Eide Bailly presented the Fiscal Year 2016 Audit and went through the audit handout materials with the Board. The opinion of the Auditor on the Financial Statements is that they are clean and fairly presented in all respects. Two letters were handed out by Eide Bailly in reference to audit findings. The audit findings have already addressed and worked through in the Foundation. The draft Audit and findings have been submitted to NSHE, and the final Audit will be sent to NSHE as well. The Audit is part of the Annual Report that the President and the Foundation Director will make to the Board of Regents on December 2nd. The Chair asked that the Audit findings be on the next agenda to show what has been done and to have the language and procedures noted for the Board to see.

MOTION: Dave Roden made a motion to approve the annual Foundation Audit and associated letters for Fiscal Year 2016/2017; Seconded by John Pryor. The motion passed.

- B. Discussion and/or approval of the Fiscal Year 2016/2017 Financial Statements prepared by Glennon & Sandoval.

The FY 2016/2017 Financial Statements were discussed within the Audit agenda item and submitted with the FY 2016/2017 Annual Audit.

MOTION: Tana Gallagher made a motion to approve the Fiscal Year 2016/2017 Financial Statements; Seconded by John Pryor. The motion passed. James Glennon abstained.

- C. Discussion and possible approval of reimbursing the Health Science Department for Nursing Starter Kits, totaling \$3,318.40. The Student Nursing Organization (SNO) Starter Kit fund (#152) has a balance of \$426.00, which would be used in whole, with the remaining \$2,892.40 being taken from the #095 Board-Designated Nursing Starter Kit fund. This would leave the #095 fund with a balance of \$17,084.75.

This is something the Foundation has historically done between the SNO Starter Kit and Board-Designated Starter Kit funds. The board-designated fund resulted from a donation from Thelma Trescartes and was designated by the board for the Nursing Starter Kits.

The Nursing Department had paid for the kits already and is requesting reimbursement.

The bill is from a year ago and they didn't submit in the normal timeline for reimbursement, which was discussed. The Board recommended that someone contact the Nursing department and ask that the bills come in a timely manner and if a fundraiser is going to happen to fund this in the future, it should be run through the Foundation.

MOTION: Chris Johnson made a motion to approve the reimbursement of \$3,318.40 to the Health Science Department for Nursing Starter Kits, using \$426.00 from the SNO Starter Kit Fund (#152) and \$2,892.40 from the Board-Designated Nursing Starter Kit Fund (#095); Seconded by Jim Winer. The motion passed.

Items to consider as a consent item:

- D. The Finance Committee recommends the continued use of Eide Bailly for the annual audit/review for Fiscal Year 2016/2017.

The Board discussed the endowment transfer to NSHE, and that it would remove the annual audit requirement every year and put us on an audit/review/audit/review schedule.

- E. The Finance Committee recommends approval of the record of expenditures/check register for the months of July, August, and September 2016.

- F. The Finance Committee recommends approval of the income/deposits for the months of July, August, and September 2016.

- G. The Finance Committee recommends approval of the final FY2016/2017 budget.

- H. Form 990 extension – Information only

MOTION: Dave Roden made a motion to approve items D-H as consent; Seconded by John Pryor. The motion passed.

5. **President's Report – Mark Curtis** **Information**
President Curtis will give an update on GBC matters.
Barrick donated \$74,000 to the Veteran's Resource Center to develop five paid internships for Veterans and paid \$30,000 to have a full page ad in the Annual Military-Friendly Colleges Guide, the Military-Friendly Employers Guide, and also other worldwide military magazines.
Enrollment is up approximately 100 full-time equivalent (FTE) students and has gone up approximately 6% each year for the last 2 years.
The GBC Electrical program was named a top finisher, among 100 Best College Electrical Programs in the country by a rating association that is a leader in Higher Education Information Resources for students. The GBC Radiology lab has been remodeled and can take actual x-rays now with digital, state-of-the-art equipment. It has an observation room and lead-lined walls. This was all done with a \$250,000 grant from the Pennington Foundation.
Mark Chilton has passed. He was a great benefactor to the College.
Dr. Curtis handed each attendee a booklet regarding GBC becoming a State College, which he went over in detail and asked the Board members to consider and respond to prior to it being presented to the Board of Regents, which could possibly happen in the Spring. The Board of Trustees will have this as an agenda item in January so it can take action on it as a Board, which allows the Board members to consider and provide feedback.
6. **GBC Foundation Director's Report – Greg Brorby** **Information/Action**
A. Update on Online Giving and third-party credit card processing vendor, with demonstration.
Online Giving went live on Wednesday, November 16th. A demonstration was shown on how to find and use the online giving option.
B. Legacy Society Dinner update
The Legacy Society Dinner was well attended. 54 invitations were sent, with 18 attending, 45 responding, and 25 declining as they are no longer in the Elko area or would be traveling at the time. We are sending out follow-up information to both those who attended and those who were unable to.
C. Board of Regents Annual Report
The agenda has been posted for the Board of Regent meetings on Dec. 1st and 2nd. This is a two-day meeting, with public comment around 9:00 a.m. on Thursday, Dec. 1st. Foundation items will begin Friday, December 2nd at 9:00 a.m. The meetings will be broadcast from the Berg Hall Conference Room. The Director's Annual Report is a one-page document, which was included in the handout packet to the Board of Trustees for this meeting.
D. Heart of Elko video
Angie DeBraga with the Continuing Education Department asked that we play this video from Johnny B. Piano Man, who recently performed at the College, called the Heart of Elko for the Board.
E. Foundation information for new GBC employees
The Foundation has been working with Human Resources on how to get donation information to new employees.
7. **Process for Selecting Interim or Acting GBC President** **Information/Action**
A. Discuss and possibly select the Board's preference for an Interim or Acting President
B. Discuss the attributes the Board would like in the next President
C. Discuss and possibly develop a process for determining if there is a suitable local candidate for President.

- D. Discuss the option of participating in a joint meeting with other GBC Stakeholders to discuss Presidential attributes and/or local candidates for the next President.
- E. Discuss and/or take action on the possibility of the Foundation assisting with the cost of a national Presidential search.

The Chancellor, Chair and Vice Chair of the Board of Regents were here recently to ascertain the College community's preference on whether an acting or interim President be chosen in the Presidential search. They are requesting action on this as the preference of the Board.

In addition to seeking the community's preference for an interim or acting President, the Board of Regents is also asking if there are any local candidates that the community would like them to consider in lieu of a national search, and for feedback on the attributes desired for the new President.

Discussion regarding the desired attributes included the need for someone who wants GBC to be a State College, and understands our rural area and the interests here. The discussion concluded that there is a need for the process to be simplified and an advertisement posted immediately. It was stated that anyone who is interested can email the Chairman or Chancellor of the Board of Regents.

MOTION: *Chris Johnson made a motion that the Board of Trustees recommends to the Board of Regents, Chancellor or Chair that they consider advertising for the interim President of GBC; Seconded by Dave Roden. The motion passed.*

- 8. **Faculty Senate Report – Dr. John Rice** **Information**
A report was given that there is great work being done to re-align the general education and progress has been terrific. During the recent visit from the Chancellor, Chair and Vice Chair of the Board of Regents, Faculty Senate recommended a national search be conducted with an acting President being chosen and noted that they wanted a search to begin immediately.
- 9. **Items from Board Members** **Information**
 Board members may bring to the attention of the committee items pertaining to the Foundation that might be of interest to the group. No action may be taken on a matter raised under this agenda items.
None
- 10. **Public Comment** *(see foregoing notation regarding public comment)* **Information**
Amazon Smile is now a way to give to the GBC Foundation and a handout was provided. Zach Gerber stated that in August of 2016 an Estate Planning Seminar was held with Edward Jones and the GBC Foundation and had a good showing, resulting in new Legacy gifts
- 11. **Adjourned at 2:09 p.m.** **Information**