

# NOTICE OF PUBLIC MEETING

## GREAT BASIN COLLEGE FOUNDATION

### Board of Trustee Meeting

1500 College Parkway

Elko, Nevada 89801

Berg Hall Conference Room

**Thursday, September 15, 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 Kluncky 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.

## AGENDA

### *Call to Order of the Great Basin College Foundation Board of Trustees*

#### **ROLL CALL:**

Mark Laffoon (Chair)  
Maria Anderson  
Jodi Brandis  
Dr. Robert Colon  
Tana Gallagher  
Zach Gerber

Danny Gillins  
James Glennon  
Gregory Hafen  
Chris Johnson  
John Pryor  
Dave Roden  
Pamela Smith

Kaley Sproul  
Holly Wilson  
Jim Winer

<b>1.</b>	<b>Public Comment</b> <i>(see foregoing notation regarding public comment)</i>	<b>Information</b>
<b>2.</b>	<b>Approval of Minutes – Mark Laffoon</b> GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees meeting on May 19, 2016.	<b>Information/Action</b>
<b>3.</b>	<b>Foundation Board Chair Report - Mark Laffoon</b>	<b>Information</b>
<b>4.</b>	<b>Finance Committee Report – James Glennon</b> 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:	<b>Information/Action</b>

	<ul style="list-style-type: none"> <li>A. The Finance Committee recommends approval of the record of expenditures/check register for the months of April, May and June 2016.</li> <li>B. The Finance Committee recommends approval of the income/deposits for the months of April, May and June 2016.</li> <li>C. The Finance Committee recommends approval of the write-off of one pledge for a former GBC employee.</li> <li>D. Review of pledge receivables and aging report</li> <li>E. The Finance Committee recommends giving the GBCF Director the authority to make the decision on whether or not to reinvest the brokered cd's when due.</li> <li>F. The Finance Committee recommends approving reimbursing GBC for landscaping expenses totaling \$11,018.79 from the DWRF fund.</li> <li>G. The Finance Committee recommends approval of the transfer of \$20,000 from the DWRF investment account into the DWRF brokerage account in order to build the account for emergency purposes.</li> <li>H. The Finance Committee recommends approval of the equity transfers to meet the terms of the NEH matching grant.</li> <li>I. The Finance Committee recommends approval of the list presented of funds that will be transferred in the NSHE Endowment Pool transfer.</li> <li>J. The Finance Committee recommends approval of the purchase of the Talisma Online Giving Module and consideration of the Talisma Online Events module at a later time.</li> <li>K. The Finance Committee recommends approval of the transfer of \$3,500 from the Theodore Laibly Board-Designated Scholarship to cover two other scholarships that were not funded by donors but were awarded by GBC.</li> <li>L. The Finance Committee recommends approval of the following pieces of the presented FY2016/2017 Budget at this time, subject to the final budget being presented at the next meeting: (Item 9 on minutes)             <ul style="list-style-type: none"> <li>a. Foundation Operating Expenses - \$142,478</li> <li>b. Alumni Association - \$9,622</li> <li>c. Discretionary Disbursements - \$5,000</li> <li>d. GBC Program Support - \$43,000</li> <li>e. DWRF maintenance budget of \$34,000</li> <li>f. Legacy Society Event - \$1,975</li> <li>g. Alumni Association Events - \$950</li> </ul> </li> <li>M. The Finance Committee recommends approval of the final numbers presented for the new board-designated Endowment for New Programs.</li> <li>N. The Finance Committee recommends approval of the \$43,000 in transfers from the #555 endowment as \$8,000 for Western Shoshone Student Recruitment, \$20,000 for GBIA and \$15,000 for new online course development.</li> </ul>	
<p><b>5.</b></p>	<p><b>Development Committee Report – <i>Maria Anderson</i></b></p>	<p><b>Information/Action</b></p>
	<p>The GBC Foundation Trustees will discuss and/or take action on the Development Committee's recommendations for the following:</p> <ul style="list-style-type: none"> <li>A. Summary of Meeting August 31, 2016.</li> </ul>	

	<p>B. The Development Committee recommends approval of the use of a large postcard for an Annual Giving mailer to be mailed in mid-October.</p> <p>C. The Development Committee recommends approval of the establishing of a focus group to determine the direction of the Signature Event. Also discussed was the need for a strong volunteer event committee made up of GBC staff, students and Elko community leaders and citizens.</p>	
<b>6.</b>	<b>President's Report – Mark Curtis</b>	<b>Information</b>
	President Curtis will give an update on GBC matters.	
<b>7.</b>	<b>GBC Foundation Director's Report – Greg Brorby</b>	<b>Information/Action</b>
	<p>Greg will give an update on the following topics:</p> <p>A. Scholarship Donor Communication</p> <p>B. Alumni Association Update</p> <p>C. Planned Giving</p> <p>D. GBCF and Alumni Association websites and Online Giving</p>	
<b>8.</b>	<b>Social Media</b>	<b>Information/Action</b>
	Discussion and possible action regarding social media guidelines for use by the Great Basin College Foundation and Alumni Association.	
<b>9.</b>	<b>Faculty Senate Report – Dr. John Rice</b>	<b>Information</b>
<b>10.</b>	<b>Items from Board Members</b>	<b>Information</b>
	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.	
<b>11.</b>	<b>Public Comment (see foregoing notation regarding public comment)</b>	<b>Information</b>
<b>12.</b>	<b>Adjourn</b>	<b>Information</b>

**This notice and agenda has been posted at or before August 26, 2016, no later than 9:00 am, which is the third business day before the meeting, in accordance with NRS 241.020, at the meeting location and at the following public locations:**

- GBC Foundation's website (<http://www.gbcnv.edu/foundation/board.html>)
- The Nevada Public Notice website pursuant to NRS 232.2175 (<http://notice.nv.gov/>)
- Meeting location: Great Basin College, 1500 College Parkway, Elko, NV 89801, Berg Hall
- Great Basin College Ely Center, 2115 Bobcat Drive, Ely, NV 89301
- Meeting location: Great Basin College Pahrum Valley Center, 551 E. Calvada Blvd., Pahrum, NV 89048
- Meeting location: Great Basin College Winnemucca Center, 5490 Kluncky Canyon Rd., Winnemucca, NV 89445

## **IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING**

**NOTE:** Above is an agenda of all items scheduled to be considered. Notification is hereby provided that items on the agenda may be taken out of order and presented, two or more agenda items may be combined for consideration, and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

Some agenda items are noted as having accompanying reference material. Reference material may be accessed on the electronic version of the agenda by clicking the reference link associated with a particular item. The agenda and associated reference material may also be accessed on the Internet by Great Basin College Foundation's webpage at: <http://www.gbcnv.edu/foundation/board.html>. To request a copy of supporting documentation please contact Kimberly Hess at (775) 753-2246.

Reasonable efforts will be made to assist and accommodate physically disabled person attending the meeting. Please call the GBC Office of the President at (775) 753-2265 in advance so that arrangements may be made.

**PUBLIC COMMENTS:** Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to two minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Council Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.

In accordance with Attorney General File No. 00-047 (April 27, 2001), as restated in the Attorney General's Open Meeting law Manual, the Council Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the GBC Institutional Advisory Council, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.