

GREAT BASIN COLLEGE FOUNDATION
Board of Trustee Meeting

Thursday, September 17, 2020, at 12:15 pm

MINUTES

1. Call to Order

2. Roll Call:

Present:

Dr. Robert Colon (Chair)
Danny Gillins
James Glennon
Caroline McIntosh (12:27 p.m.)
Kaley Sproul
Dave Roden
Chris Johnson
Holly Wilson

Absent:

Zach Gerber
Molly Popp
John Pryor
Gregory Hafen

Others Present:

Joyce Helens, President
Matt McCarty, Director
Sonja Sibert, Vice President of Business Affairs
Jake Rivera, Vice President of Academic Affairs
Brian Zeiszler, Faculty Senate
Kelli Baker, Administrative Assistant
Alan Morris
Melanie Newton

3. Public Comment (*see notation below regarding public comment*). **Information Only**

No comment.

4. Discussion and possible approval new Trustee(s), and matters related thereto.

Possible Action

Mr. McCarty informed the Trustees that upon a recommendation from Mark Laffoon, Alan Morris has expressed a desire to join the Board and his resume is in the packet review. Mr. McCarty stated that Mr. Morris is not an employee of the mines, but does do subcontract work for them, he was an

adjunct professor with Great Basin College in the upper and lower divisions for approximately six (6) years.

MSP: Roden; Glennon to approve the appointment of Alan Morris to the Board of Trustees: unanimous.

5. Approval of Minutes – *Dr. Robert Colon*

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on May 21, 2020 and the Special Meeting on August 18, 2020.

Possible Action

MSP Roden; Wilson to approve the minutes of May 21, 2020: unanimous.

A motion was not made to approve the minutes of the Special Meeting on August 18, 2020.

6. President's Report – *President Joyce Helens*.

President Helens may give an update on GBC matters.

Information Only

President Helens stated that two (2) years ago due to the system error that was a 1.4 million gap in the budget and the Foundation offered to mitigate it, but because of the enrollment and communication plans they did not have to use it, then COVID hit. President Helens informed the Board she has been meeting with all divisions of GBC to keep everyone up to date. President Helens explained to the Board that there have been tremendous budget cuts, with maybe more to come at the end of the month, but we have not had layoffs.

President Helens said that over the summer the enrollment was up by 25% and that this fall has exceeded last fall by almost 6% FTE. President Helens stated GBC is 80% online except, technical, nursing, ems, etc. President Helens informed the Board that all of the nursing students passed their national exams and are all employed. President Helens updated the Board with some of the new programs that were put in place.

President Helens reported to the Board that she has Mr. McCarty looking into online gala's and working on an alumni strategic plan.

President Helens updated the Board on the Winnemucca building by saying she has been working hard on securing additional funding for the building. She said they did get a guaranteed maximum price which was 2.8 million more than what the college had but is very pleased to inform the Board they have been offered the 2.8 million.

President Helens informed the Board that the accreditation is taking place virtually next week with a robust schedule and she does know that there are a few members of the Board

that are on the IAC, so both can be covered, and we will be reaching out. President Helens said that keeps our doors open and this year with the data we are supplying to the accreditors shows that the college has twice the national rate for students graduating and we do not have the gap between the minority and white students for graduating. President Helens says that we need to prove who we are, we are successful college we listen to the students and the community.

Chair Colon asked where the accreditors are from. President Helens replied they are from the west, some from Washington, Utah, Idaho, and we need to make sure they understand we are cover 82,600 square miles. Trustee Roden said he is an IAC member and will be attending the meeting. Mr. McCarty reminded the Trustees that McIntosh is on the IAC too.

7. Controller's Office Update – Sonja Sibert/Tami Potter.

The Board may receive an update from the GBC Controller's Office **Information Only**

a. Status on Winnemucca Health Science and Technology Building.

Vice President Sibert gave a brief update to the Board informing them they are working on closing out FY20, the audit both internally and externally, and starting to implement budget reductions. Vice President Sibert said in total NSHE took about 135 million dollars in budget reductions, ours was about 2.7 million, that does not include the required furloughs that are required for the second half of the fiscal year, which has a value of about \$600,000.00 just for GBC, and that is taken at the state level. Vice President Sibert reported that some of those impacts have been offset by the Board of Regents that they voted to liquidate the market fluctuation account and distribute that back to the institutions to offset some of the budget cuts, and they also voted to liquidate some of the operating liquid reserves accounts, which is about 50% of that reduction. Vice President Sibert stated that the rest is being mitigated, by vacancies, hiring freeze, moving expenses to non-state funds, and by looking at an increase for fall enrollment. Vice President Sibert informed the Board that the College is still in a dire situation to keep the level of service.

Vice President Sibert stated there are updates in the packet for all of the capital projects and she will continue to provide updates on the budget.

8. Faculty Senate Report – Brian Zeiszler/Kevin Seipp.

The Board may receive an update from the GBC Faculty Senate. **Information Only**

Mr. Zeiszler stated that tomorrow is the first Faculty Senate meeting and it will be a hybrid meeting in the Lecture Hall. Mr. Zeiszler asked Mr. McCarty if it would be appropriate to send out a survey to the faculty members to see if there are any financial needs in their areas. Mr. McCarty replied he thought it was a good idea but would defer to President Helens and Vice President Sibert, previously it had gone through the administration and the deans. Mr.

Zeiszler said if there is anything from the Foundation that you would want presented you can come whenever you can attend.

9. Presentation of GBC Multicultural Tour Video.

Information Only

Mr. McCarty stated this is the funding request from a year ago in regard to the introductory tour in English and Spanish.

Due to technical difficulties this will be emailed to the Trustees individually.

10. Review of Board of Trustees commitment to GBC Athletics Program, and matters related thereto.

Possible Action

Mr. McCarty said originally in 2018 the Board designated \$50,000.00 as a match to the program if another \$50,000.00 could be raised, the cost of the program being \$100,000.00, the intent was to have it raised by October 2019, the Board approved an extension and then COVID hit.

President Helens informed the Board that state money cannot be used for this, so it is now on the back burner. President Helens said we will eventually have a successful program, but we will not move forward on this for a minimum of a year.

Mr. McCarty indicated he had a conversation with Kevin Seipp regarding the dues for the conference and he explained to Mr. Seipp that the Board would need to be asked if they wanted to continue with the funding. Mr. McCarty asked Vice President Sibert if this is something that still needs to be considered? Vice President Sibert stated that they will not be continuing any dues or memberships and they will look at those again when we pursue the athletic program again.

Mr. McCarty stated the Board has two options to consider, one is keeping the athletic commit as unrestricted funds that are designated or to release those funds and consider it again when the program starts back up. Chair Colon asked if the donations we got for this that if it is to be used for this and nothing else. Mr. McCarty stated that is correct, they are restricted funds from the donors, that almost all the donations we received were pledges so there has not been a lot of physical cash. Mr. McCarty stated his intent was to contact the donors to see what their wishes are to either hold in trust or to refund their monies. Chair Colon said the donors should be contacted. Mr. McCarty stated there is \$4,900.00 in cash for program. Trustee Roden asked if there is still \$50,000.00 set aside for program? Mr. McCarty replied yes and that is what this item is for does the Board want to continue to hold the money or release it back to unrestricted funds? Trustee Roden replied unless we need it leave it there. Chair Colon inquired if this requires action. Mr. McCarty replied if a motion is not made, we will continue to leave the \$50,000.00 as is. Mr. McCarty indicated he would reach out to donors to give them a status update and to see what they would like to do. Chair Colon stated let's see what they want to do and for now we will take no action and to put on next agenda.

No action was taken on this item.

11. Update on the Foundation's Fiscal Affairs, and matters related thereto.

Possible Action

Mr. McCarty stated this item will be a standing item until we get our unreserved funds built back up. Mr. McCarty explained there are four ways to do that, and as President Helens mentioned having events is one way, another way is to pursue additional endowments, find funding from other foundations to supplement the National Endowment for Humanities, or an annual giving or a direct request from donors. Mr. McCarty stated the annual Invest a Day's Pay is designed to go to unrestricted or operational, although the donor has ability to choose where the funding goes. Mr. McCarty stated he is working with Communications to do a large social media campaign and that last time there was 40-45 donors for about \$17,000.00. Trustee Johnson asked what the current policy is for a percentage for funding of the Foundation office in those types of campaigns? Mr. McCarty replied currently there are no percentage of gifts that are retained by the Foundation. Mr. McCarty stated if we would have designated 10% of 100% of the donations that we received last year it would have generated \$100,000.00, but that includes scholarships. Mr. McCarty stated the breakdown from last year is: \$32,500.00 in unrestricted funds; \$385,000.00 in GBC support; \$290,000.00 in scholarships; and \$333,000.00 in capital. Mr. McCarty stated that most of the GBC support is a pass through.

No action was taken on this item.

12. Foundation Board Chair Report – Dr. Robert Colon.

The Board may receive an update from the Board Chair.

Information Only

Chair Colon stated he did not have anything to report.

13. Development Committee Report – Chris Johnson

The Board may receive an update from the Development Committee. **Information Only**

Trustee Johnson updated the Board on the Weld Shop Campaign by stating they are putting together meetings to identify a lead gift and if any of the Trustees would like to participate in those to let him know, as this is a big part of the colleges future. Trustee Johnson gave a brief update on the planned giving with trying to get a workshop in place. Trustee Johnson stated there was discussion on bringing back the Legacy Dinner after COVID social distancing. Trustee Johnson said stated they also talked about the alumni's and how they are a source for the college in financial giving.

Trustee Johnson stated they will have an update at the next meeting on the weld shop. Chair Colon asked how much money is trying to be raised. Trustee Johnson replied about \$600,000.00.

Mr. McCarty stated if we are successful for the welding is to have capital campaign for use of college as they continue, long term range we would like to look and a 1 million campaign.

Mr. McCarty reported that he also had a webinar this morning on planned giving.

14. Executive Committee Report – Dr. Robert Colon.

The Board may receive an update from the Executive Committee.

**Information Only
Possible Action**

- a. Nomination and possible election of Board Vice Chair.

After brief discussion Trustee Wilson volunteered.

MSP Glennon; Roden to elect Trustee Wilson as Vice Chair for the Board of Trustees: unanimous.

***Chair Colon left the meeting. Trustee Glennon took the meeting over.**

- b. Discussion and possible recruitment of new Trustees.

Possible Action

Mr. McCarty thanked the Trustees for appointing Mr. Morris and also introduced Melanie Newton, who is also present, as a potential member. He stated there are 14 members and we are allowed up to 30. Mr. McCarty stated the Trustees Gerber and Hafen will probably need replaced.

Mr. McCarty stated his request to the Board is to reach out and let him know if they have any suggestions for new members.

15. Finance Committee Report – James Glennon.

The Board may receive an update from the Finance Committee.

**Information Only
Possible Action**

- a. Accept Finance Committee Reports.

Trustee Glennon stated all the financial reports are in packet and recommends approval.

MSP Roden; Gillins to elect Trustee Wilson as Vice Chair for the Board of Trustees: unanimous

Trustee Glennon asked Mr. McCarty if there was anything else to add. Mr. McCarty replied just the fiscal affairs of the Foundation, which was reported earlier. Mr. McCarty stated another update is we are still in the external and internal audits, we will get a few notes, but the biggest was on the Winnemucca Gala on not recording the in-kind auction items. Trustee Glennon stated that is a common one, but he recommends creating a checklist to stop that from happening. Mr. McCarty said that Winnemucca did a great job.

16. Foundation Director Report – Matt McCarty

- a. Discussion and modification of proposed Alumni Strategic Plan, and matters related thereto.

Possible Action

Mr. McCarty stated he presented the plan and would like input of what needs pursuing. He stated that President Helens did not want it to go to Board before there was a better plan, but it was too late. Mr. McCarty stated that he has asked TMCC and WNC for their plans but will not ask the others.

- b. Annual Dinner Dance scheduled for March 27, 2021. **Information Only**

Mr. McCarty reported this is for the Elko Dinner Dance and that the Winnemucca Gala has not been rescheduled yet.

- c. Elko Campus update. **Information Only**
1. CDL Program

Mr. McCarty stated because of COVID in-cab training has been reduced to two students, He also reported through grant funding they may be able to purchase a CDL simulator that would allow to bring back up to four be able to train on municipality vehicles, etc.

- d. Winnemucca Center update. **Information Only**
1. BuildNV

Mr. McCarty reported the BuildNV program was started a year and half ago and it is a 2-week core construction program for construction trade to build houses, etc. He reported that this is funded through and grant and community partners with the first program being wrapped up in Lovelock. Mr. McCarty said it is mobile the next stops will be in Winnemucca, Fort McDermott, then Owyhee.

- e. Ely Center Update. **Information Only**
1. BuildNV

Mr. McCarty stated Ely has not been scheduled yet, as they need instructors, but there are commitments to fund it.

17. Items from Board Members. **Information Only**

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.

18. Public Comment (see notation below regarding public comment). **Information Only**

Adjourn 1:30 p.m.