

# NOTICE OF PUBLIC MEETING

**GREAT BASIN COLLEGE FOUNDATION**  
**Board of Trustee Meeting**  
**1025 Chilton Circle, Elko, Nevada 89801**  
**Community Outreach Center**

**Thursday, September 26, 2019, at 12:15 pm**

Video Conference from the Meeting Site to:

GBC – Battle Mt. Center 835 N. 2 <sup>nd</sup> Street GBC Computer Lab Battle Mt., NV	GBC – Ely Center 2115 Bobcat Dr. GBC 111 Ely, NV	GBC – Pahrump Center 551 E. Calvada Blvd. GBC PVC 122 Pahrump, Nevada	GBC – Winnemucca Center 5490 Kluney Canyon Road GBC 110 Winnemucca, Nevada	BlueJeans (855) 203-2730 ID 449 176 274
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Members of the public may attend the meeting and provide testimony or public comment at these sites via video conference connection.

## Minutes

MSP indicates that a motion was Made, Seconded and Passed, with the makers of the motion and the second, respectively, identified first followed by either Unanimous, Trustees objecting or abstaining, or any other detail of note. MSF follows the same process though the motion was Failed.

### 1. Call to Order

### 2. Roll Call:

Tana Gallagher (Chair) - <b>Present</b>	Zach Gerber - <b>Present</b>	Chris Johnson - <b>Present</b>	Melissa Schultz - <b>Phone</b>
Mark Laffoon - <b>Present</b>	Danny Gillins - <b>Present</b>	Caroline McIntosh	Kaley Sproul
Dr. Robert Colon - <b>Present</b>	James Glennon - <b>Present</b>	John Pryor - <b>Phone</b>	Holly Wilson - <b>Present</b>
	Gregory Hafen	Dave Roden - <b>Present</b>	

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

#### **Information**

None

### 4. Approval of Minutes – *Tana Gallagher*

#### **Information/Action**

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on May 16, 2019.

MSP to Approve the Minutes: Roden, Glennon. Laffoon - Abstain

### 5. President's Report – *President Joyce Helens*

#### **Information**

President Helens may give an update on GBC matters (possibly reporting remotely).

President Helens reported that she has continued to log a lot of miles with the Legislative session. The President presented a copy of the snapshot of the College that she presented to the Board of Regents. She went on to explain that as the Trustees know, there was an unexpected deficit of more than \$1 million dollars and there have been anecdotal stories, which tend to spread, though graphs and real data present a truer picture. A report of the funding formula and changes that have taken place to get to the current formula took place. The President went on to enrollment and explained that there are multiple parts of enrollment; there are how many students are on campus, which is headcount, there is also full-time equivalent (FTE) and the weighted student credit hour (WSCH). An accounting of the WSCH, and the impact on the budget accordingly, took place, including the online portion of GBC's enrollment. The President then discussed efforts to secure additional

enrollments, including transcript evaluation and advising. The increase has been roughly 20% over the previous count year. In continuing with the online student situation, President Helens than indicated that the technology fee for GBC was amongst the lowest in the state and efforts are underway to increase it from \$4 per credit hour to \$6 per credit hour, which is \$1 less than the rest of the NSHE. Additional efforts to shore-up the budget included letting one Vice President go and Vice President Rivera added the VP of Academic Affairs duties to his VP of Student Affairs responsibilities. There have also been additional personnel savings. All these efforts have reduced the amount the College needs from the Foundation and have not required going into the College's reserves. President Helens continued into additional strategies to improve the budget situation, including a Strategic Enrollment Plan, class cancellations with low enrollments, overload situations and curricular review. New employees such as Jennifer Sprout and the group doing accreditation have also been working to improve the situation with open, honest, communication. The President concluding by stating that the Snapshot presented to the Board of Regents indicated that GBC is an amazingly resilient college over a 10-year period that suffered terrible cuts, but we are fixing it for our students and getting people back on campus through various plans.

Mr. Gerber inquired about what was going to happen in the future with the budget, such as a change in the funding formula.

President Helens indicated that there does not appear to be a change to the formula at this time, though there will be a larger conversation that will happen. Our legislators have been very supportive in wanting to look at the formula.

Mr. Laffoon asked how the Snapshot was received by the Regents.

President Helens said it was received very well and that the previous discussions and homework paid off. The Trustees felt very confident in that we were asking the right questions and searching for the answers.

**6. Controller's Office Update – *Sonja Sibert/Tami Potter* Information**

The Board may receive an update from the GBC Controller's Office (possibly reporting remotely).

No report

**7. Faculty Senate Report – *George Kleeb* Information**

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

Mr. Kleeb, as Faculty Senate Chair, reported that the Senate has begun meeting again. Committee assignments have been issued, though the Senate has not gotten into the nuts and bolts things quite yet. Mr. Kleeb elaborated on the overload issue that President Helens had mentioned. An ethical solution, fair to everyone, is being sought.

**8. Foundation External Audit Update – *Teri Gage, Eide Bailly* Information**

The Board may receive an update from Teri Gage with Eide Bailly regarding the Audit for FY19.

No report

**9. Foundation Board Chair Report – *Tana Gallagher* Information**

The Board may receive an update from Board Chair.

No report, as it has already been mostly agendized.

**10. Committee Assignments – *Tana Gallagher* Information**

Committee Assignments for Trustees will be reviewed and possibly revised, as needed.

Chair Gallagher indicated that unless there were any objections, committee assignments would remain the same as the previous year.

### 11. Development Committee Report – *Chris Johnson*

### Information

The Board may receive an update from the Development Committee.

Mr. Johnson reported that this was the first meeting with him as Chair. In reading the minutes from the previous meeting, Mr. Johnson agreed with Dr. Collett in that the Development Committee is the eyes of the Foundation to look at what the needs of the community are. We need to continue to work to keep the College strong, especially with the lopsidedness of the political power concentrated in the urban areas. This will take more grass-roots efforts in showing that the community supports the college and that should lead the State. The Foundation does not necessarily want to go against the System but can challenge the System. Mr. Johnson has asked Mr. McCarty to investigate what the needs of the college are to create a capital campaign. With the shift to internet classes, the role of brick and mortar may be changing. Hopefully at the next Trustee meeting the Development Committee will have recommendations of some funding programs, capital campaigns or whatever the Foundation can get behind.

### 12. Executive Committee Report – *Tana Gallagher*

### Action

#### a. Board Officer Election (Potential of one-year term)

Chair Gallagher requested that current two-year term for Chair be changed to a one-year term and that the current terms be changed to allow for the Chair to be in position based on the Fiscal year, rather than the calendar year.

Mr. McCarty indicated that for the upcoming year, it would be best to elect a Chair for one year, as Mrs. Schultz has indicated that she is willing to be Chair for the next term, though is not able to take the Chair in January.

**MSP** to have the next term for Chair be January 1, 2020 through June 30, 2021: Johnson, Roden. Unanimous

**MSP** to have Bob Colon as the next Chair, effective January 1, 2020: Johnson, Gerber. Unanimous

### 13. Finance Committee Report – *James Glennon*

### Information/Action

The Treasurer has the option of presenting these items for approval as consent items or individually.

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

Items to consider as a consent item:

- A. Finance Committee recommends approval of the record of expenditures/check register for the months of May through August 2019.
- B. Finance Committee recommends approval of the income/deposits for the months of May through August 2019.

Mr. Glennon indicated that Finance Committee is wrestling with a lot right now. He went on that the Board is looking at \$1.2 million in unrestricted funds and with what the Board has committed to, Mr. Glennon is nervous that the Board is overextending ourselves, making a difficult situation. If all the cash is stripped away, there may not be any employees for the Foundation. There must be a College to support, and there is a lot of power with the current staff and GBC staff. The Athletic question, five years ago, was a no-brainer, as new programs are designed to attract new students, which should be the job of the Foundation. It is not the job of the Foundation to support salaries, which is the State's job. The Finance Committee has a lot more work moving forward, including some cracks in the accounting side of things. We need to not change Executive Directors and keep the good people that we have going forward.

Mr. Glennon that indicated that the Finance Committee recommends approval of the record of expenditures/check register for the months of May through August 2019 and approval of the income/deposits for the months of May through August 2019.

**MSP** to approve Finance Committee's recommendations: Laffoon, Pryor. Unanimous

**14. Resolution on Financial Account Operation and Signatories** **Action**

The Board is requested to approve a Resolution granting specific positions authority and naming current incumbents to those positions.

Chair Gallagher stated that the Resolution was sent in the packet previously.

**MSP** to approve the Resolution: Roden, Gillins. Unanimous

**15. Review of Previous Board Designated Funds** **Action**

The Finance Committee has requested the Board reaffirm previous Board Designated Funds and take appropriate action as necessary.

Chair Gallagher stated that the packet also included a document, Supplemental Information to the Board of Trustees.

Mr. Glennon indicated that several meetings have taken place between himself, Mr. McCarty and Mrs. Teri Gage with Eide Bailly. The recognition is that with two different systems, there are things that need to be cleaned up. Mr. Glennon recapped the document prepared by Mr. McCarty, including what the fund designations should be and the Accounts with unrestricted funds, totaling \$1,348,598 in un-audited funds. Mrs. Gage has indicated that there are approximately \$1,273,000 in unrestricted funds, thought the audit is still not completed.

Clarification was provided that the Athletics commitment of \$50,000 would only be contingent upon the matching funds being raised and Board of Regent actions. The timing of the Regents meetings will be presented at future Trustee meetings to determine continued involvement.

**MSP** to accept the recommendations as laid out below: Roden, Pryor. Unanimous

- Maintain the \$346,000 NEH designation
- Reduce the \$900,000 GBC Operations designation to \$500,000
- Maintain the \$50,000 Athletics designation for another two months to determine success

**16. Creation of Fund(s) to Identify Board Designated Funds** **Action**

The Board is requested to ratify creation of fund(s) to specifically identify Board Designated Funds.

With the action on the previous item, Item 16 was determined to be an administrative duty and Board Action was not necessary.

**17. Foundation Director Report – Matt McCarty** **Information/Action**

- A. Ely Center update Information  
a. Ely Diesel Program Information

Going well with a large grant for CTE and CDL students providing funding for several students, including high school student.

- b. Ely Nursing Program Information

Working with the White Pine hospital, William B. Ryrie, to create a new Ely/White Pine County specific Nursing Program.

- B. Elko Campus update Information  
a. Elko CDL Program Information

There was one consortium member who was not able to continue, though the program seems to be intact with no threat of additional withdrawals. The grant mentioned above for CDL students does allow for a \$300 per week stipend/scholarship for living expenses.

- b. College Day Recap Information

Did not go as well as Mr. McCarty would have liked, though terrific participation from faculty and staff. In conjunction with the Development Committee, we will evaluate and determine future attempts.

- C. Winnemucca Center update Information  
a. Status on Winnemucca Health Science and Technology Building Information

Van Woert Bigotti is currently in Winnemucca. Ground breaking would be late summer of 2020. The next hurdle is to get the CMAR contract started through BCN.

- b. Event for Winnemucca Campus Information

November 16 Dinner Dance in Winnemucca, specific to Winnemucca. Proceeds will fund the Foundation Winnemucca fund. 200-225 people are expected to participate.

- D. Annual Foundation Event Possible Action

Moving forward with a March 21, 2020. The Possible Action was designated in the event the Board wanted to make any changes.

- E. Status of Administrative Assistant Search Information

Applications have been received. The intent is to have a committee formed by the second week of October, hopeful start date on November 1.

## 18. Items from Board Members

### Information

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.

None

## 19. Public Comment *(see notation below regarding public comment)*

### Information

None

## 20. Adjourn

Approximately 1:30 p.m.