

GREAT BASIN COLLEGE FOUNDATION
Board of Trustee Meeting

Thursday, January 21, 2021, at 12:15 pm

MINUTES

1. Call to Order

2. Roll Call:

Present:

Dr. Robert Colon (Chair)

Holly Wilson (Vice Chair)

Danny Gillins

James Glennon

Alan Morris

Shirley Alen-Kellerman

Caroline McIntosh

Molly Popp

John Pryor

Dave Roden

Melanie Newton

Chris Johnson

Absent:

Zach Gerber

Gregory Hafen

Kaley Sproul

Others Present:

Joyce Helens, President

Sonja Sibert, Vice President of Business Affairs

Jake Hinton-Rivera, Vice President of Academic Affairs

Jennifer Sprout, 12. Executive Director, Institutional Advancement and Communications

Morgan Kaisershot, Marketing & Social Media Specialist

Kelli Baker, Administrative Assistant III

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

None.

4. Approval of Minutes – Dr. Robert Colon. POSSIBLE ACTION

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on November 19, 2020.

ESTIMATED TIME: 5 mins

A Motion was made by Trustee Roden, seconded by Vice Chair Wilson, to approve the minutes of November 19, 2020. Motion passed unanimously.

5. President's Report – *President Joyce Helens*. INFORMATION ONLY

President Helens may give an update on GBC matters.

ESTIMATED TIME: 5 mins

President Helens reported the nursing students were administering vaccines at the hospital this week and that GBC's nursing program was the only one in the state that had a hundred percent rate on the national exams and that is a testimony to the excellent work of our faculty and our Dean.

President Helens also reported on the State of the State by the Governor and that there was a surprise that he kind of threw in about possibly creating a separate system for community colleges. She said we're not a traditional community college, we're a college that embraces both a two-year and a four-year mission. We live rurally and throughout a vast geography in the state where we're a lot of things to a lot of people and that's how it should be when you look at our mission. President Helens stated we are going to start a new strategic plan.

President Helens stated that workforce development is also community and economic development, that it's not just welding, machining and diesel, the workforce development is providing teachers, it's nurses, EMS.

President Helens stated that the new Chancellor is very much involved in wanting to make sure the Governor and others understand what community college means for rural Nevada.

Chair Colon asked what the reasoning is to separate the colleges. President Helens answered that the Governor said there were have and have nots, but is not sure if a separate system would solve that. President Helens thinks it's a great idea for the funding formula to be looked at, it's not been extremely favorable to the small colleges, but not sure a new system needs created, nor do we have the money.

Trustee McIntosh stated the that notion of being workforce is only a certification or two years, that our communities have certainly identified that the teacher prep program has been invaluable for our service area and that is not a two-year program or a certification. GBC has come up with a wonderful model for our service area, but if we do not have enough K through 12 teachers, we don't even get to the workforce part of this.

6. Faculty Senate Report – *Brian Zeiszler/Kevin Seipp*. INFORMATION ONLY

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

ESTIMATED TIME: 5 mins

No Report.

7. Redirection of \$45,670 from Athletics to Winnemucca Building. POSSIBLE ACTION

President Joyce Helens and Vice President for Business Affairs Sonja Sibert requests that the GBC Foundation Board of Trustees redirect the \$45,670 that was set aside for Athletics to the new building project in Winnemucca. This amount reflects the match of \$4,330 that has been transferred to Athletics (Fund 106).

Background information

Now that we are not moving forward with Athletics in the immediate future, we would like to request that the Foundation redirect the \$45,670 from the support of Athletics to the Winnemucca building project. The schedule of the Winnemucca Building has been expedited in order to meet the requirements in the amended construction grant agreement between the GBC Foundation and the William N. Pennington Foundation. Due to this expedited schedule, the timing of the plan review and permitting process has shifted until after the finalization of the Guaranteed Maximum Price Contract (GMP). Due to this shift, there may be modifications during the plan review/permit process through State Public Works Division (SPWD) that could result in additional costs. Legal Counsel has advised that GBC be prepared with approximately 10% or \$1 million available for contingencies and modifications. The college has come up with approximately \$900,000, by earmarking reserves, residual funding from operating pool distributions, and reallocation of student generated capital improvement fees from other projects and placing those projects on a temporary hold. The addition of \$45,670 would bring the contingency funding to an appropriate level, even though slightly below the recommended \$1 million. Included in the packet is a breakdown of the Athletics Fund.

****The following motion was made and passed unanimously by the Board of Trustees at their November 19, 2020, meeting to postpone this item until their next meeting.*

****The following motion was made and passed unanimously to forward to the Board of Trustees at the January 7, 2021, Finance Committee meeting for this item.*

ESTIMATED TIME: 15 mins

Vice President Sibert said this item was on the last meeting and we are bringing it back. She said it did go back through the Finance Committee with some additional details as to the expenses and the amounts left over. Vice President Sibert said there were some questions with regards to the expenses that took place in all of those expenses in your packet mounted to \$18,445.60. Vice President Sibert stated that those were all paid out of the general operating fund and not out of the athletics fund and we have transferred the match of the original \$50,000 commitment into the athletics fund bringing the athletics fund balance to \$8,660. The match that was transferred was \$4,330. Vice President Sibert stated this is money that would be earmarked for the contingencies on the building for the permitting and plan process plan, review process for the building, which we are currently in right now.

Trustee Glennon stated that he really doesn't see any traction in athletics for a while, so I think the focus is let's get this project done. Trustee Glennon stated the Finance Committee did recommend it twice.

Chair Colon asked if the money would stay with the Foundation until requested? Vice President Sibert replied yes, will just be asked for a reimbursement, if we do have to dip into that contingency fund. She also said the college has identified about \$900,000 of funds if we need to use that in contingency too. Chair Colon asked if that \$900,000 would be expended before we would be asked for any additional funds? Vice President Sibert stated that is correct.

A Motion was made by Trustee McIntosh, seconded by Vice Chair Wilson, to approve the transfer of money out of the Athletic fund to Winnemucca Building fund. Motion passed unanimously.

8. Foundation Board Chair Report – *Dr. Robert Colon*. INFORMATION ONLY

The Board may receive an update from the Board Chair.

ESTIMATED TIME: 5 mins

Chair Colon briefly reported on the Director search.

9. Development Committee Report – *Chris Johnson*. INFORMATION ONLY

The Board may receive an update from the Development Committee.

- a. Update on the Welding Lab Campaign

ESTIMATED TIME: 5 mins

Trustee Johnson informed the Trustees that there has been meetings with potential donors and have some more meetings planned. Trustee Johnson also stated the Committee is also working on some naming opportunities. Chair Colon inquired if it is a sizable donation could the Lab be named for the donor. Trustee Johnson replied yes, we will have the discussion with the college administration on that.

10. Finance Committee Report – *James Glennon*. INFORMATION ONLY

The Board may receive an update from the Finance Committee.

- a. Accept Finance Committee Reports. **POSSIBLE ACTION**

ESTIMATED TIME: 5 mins

Trustee Glennon stated that in the packet are the September check register report, the October check register reports the income and deposit or report for November and December as well, the gift summary report and the account balance change reports.

A Motion was made by Trustee Roden, seconded by Trustee Gillins, to approve the Finance Committee Reports. Motion passed unanimously.

- b. Discussion of an administrative fee to help support the operations of the Great Basin College Foundation. **INFORMATION ONLY**
ESTIMATED TIME: 5 mins

Trustee Glennon said we're exploring to see if we can charge maybe a 2% or a 3% fee on all of the money coming in for administration. Trustee Glennon stated that if we sell the value that our administration is providing by being here and for us to do that, we need to take a cut of 2% or 3% on donations and so right now we are just kind of gathering information.

Ms. Sprout said that we are doing research on foundations in other states and by the next meeting we will have something to present. She also stated that she agrees with Trustee Glennon it is all how you sell and present it.

Trustee Roden agreed that it is something that needs to be looked at.

11. Update on the search for the Great Basin College Foundation Director. INFORMATION ONLY

The Board will receive an update from Vice President Sibert.

ESTIMATED TIME: 10 mins

Vice President Sibert informed the Trustees she will provide additional updates when they become available.

12. Executive Director, Institutional Advancement and Communications Report – Jennifer Sprout. INFORMATION ONLY

Jennifer Sprout may give an update Communications and Marketing for Foundation.

ESTIMATED TIME: 5 mins

Ms. Sprout stated that she gave Trustee Johnson a new presentation for the Welding Lab and now that the Governor has approved that portion, she will start working on the actual sales presentation of that.

Ms. Sprout said there has been updates to the Foundation's website, but she is looking at doing a major improvement to it.

Ms. Sprout also reported they are promoting the scholarships and doing a lot of research into the alumni associations. She stated she believes that GBC could benefit from that tremendously and will report back on that at the next meeting.

- a. Great Basin College Foundation Awareness Campaign. **INFORMATION ONLY.**

Morgan Kaisershot, Marketing & Social Media Specialist, will present the Awareness Campaign to the Board.

ESTIMATED TIME: 10 mins

Ms. Kaisershot presented the social media campaign to the Board.

13. Vice President for Business Affairs Report – Sonja Sibert. INFORMATION ONLY

Vice President Sibert may give an update on GBC Foundation Matters.

- a. Update on the Winnemucca Health Sciences and Technology Building.
INFORMATION ONLY
ESTIMATED TIME: 5 mins

Vice President Sibert reported the Winnemucca building is moving through the plan and permitting stages and is anticipated to take another four to six weeks. She said that Core is working with the subcontractors already to get ready for the start of construction which is late March or early April of this year, with completion in June 2022. Vice President Sibert said that the electrical technology program has relocated into some leased space and we moved them early so that they can start spring classes there and that we wouldn't disrupt them through the middle of the semester.

- b. Update on Capital and Deferred Maintenance Projects. **INFORMATION ONLY**
ESTIMATED TIME: 5 mins

Vice President Sibert reported that there was positive news coming out of the release of the executive budget from the Governor's office this week and the welding lab expansion project was one of two projects that made the capital improvement list. The other one was a project at UNLV for their engineering building. Vice President Sibert said both projects had their funding pulled back during the special session, but they are back in and moving forward and so the timing of the campaign is good.

- c. Biennial Budget and Legislative Session update. **INFORMATION ONLY**
ESTIMATED TIME: 5 mins

Vice President Sibert said the legislative session starts on February 1st. She reported in regard to GBC's budget, the capacity was funded again in the executive budget, which is \$700,000 a year. She stated if it is approved through the legislative session, that will provide sustainable funding until we get enough students and sustain it on our own through weighted student credit hours, with programs such as the expansion of the nursing program in Ely, the additional health and human services and abuse counselor in that program, along with what was already done nursing, education in Pahrump and our paramedic and EMS programs. Vice President Sibert said the caseload growth, or the funding formula, was fully funded and that will generate 1.5 million dollars for GBC each year of the biennium and that is due to our increased growth and enrollments over the last fiscal year. Vice President Sibert stated that the caseload growth and the budget reduction basically cancel each other out.

d. March meeting items. **INFORMATION ONLY**
ESTIMATED TIME: 5 mins

Vice President Sibert stated that we will need to start talking about our FY 22 budget at that meeting, along with more information on the administrative fee. She also informed the Trustees that there will be an open meeting law presentation by John Albrecht, our legal counsel, at that meeting.

14. 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.

None.

15. Public Comment (*see notation below regarding public comment*). **INFORMATION ONLY**

ADJOURN 1:14 p.m.