

# **NOTICE OF PUBLIC MEETING**

## **GREAT BASIN COLLEGE FOUNDATION Finance Committee Meeting**

**Thursday, May 6, 2021 at 12:15 pm**

Due to Covid-19, this meeting will be conducted utilizing Zoom Meeting. Please download Zoom in advance at <https://zoom.us/join>.

The public can request meeting materials or meeting information to view and/or participate in the virtual meeting on a computer, tablet or smart by contacting the Foundation at 775-753-2246 or 775-753-2260.

### **Agenda**

*Call to Order of the Great Basin College Foundation Finance Committee*

**1. CALL TO ORDER**

**2. ROLL CALL:**

James Glennon (Chair)      Shirley Alen-Kellerman      Danny Gillins      John Pryor

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

**4. Approval of Minutes. FOR POSSIBLE ACTION**

GBC Foundation Finance Committee Members will review, recommend changes, and/or approve the minutes of the GBCF Finance Committee Meeting on March 11, 2021.

***ESTIMATED TIME: 5 mins***

**5. Review of the Nevada System of Higher Education Internal Audit of the GBC Foundation, and matters related thereto. INFORMATION ONLY**

Vice President Sibert will discuss the internal audit of the Foundation that was performed by the Internal Audit Department of NSHE.

***ESTIMATED TIME: 10 mins***

**6. Review of the implementation of the administrative fee to help support the operations of the Great Basin College Foundation, and matters related thereto. FOR POSSIBLE ACTION**

Vice President Sibert will provide an update for the implementation process of the administrative fee. Included in the packet is a revised Fee Policy.

***ESTIMATED TIME: 10 mins***

**7. Finance Committee Chair Report. INFORMATION ONLY**

The Committee may receive an update from the Chair.

***ESTIMATED TIME: 5 mins***

**8. Finance & Accounting Reports. FOR POSSIBLE ACTION**

- a. The GBCF Finance Committee will discuss and/or take action to approve the record of expenditures/check register for the months of February and March 2021. **FOR POSSIBLE ACTION**
- b. The GBCF Finance Committee will discuss and/or take action to approve the Gift Summary Report Income/Deposit Report for the months of March and April 2021. **FOR POSSIBLE ACTION**
- c. The Gift Summary Report FY21 Summary of Activity by Fund Report. **FOR POSSIBLE ACTION**
- d. Account Balance Change Report. **FOR POSSIBLE ACTION**  
***ESTIMATED TIME: 5 mins***

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

Vice President Sibert may give an update on College finance related items.

***ESTIMATED TIME: 5 mins***

**10. Foundation Director Update – Geneil White. INFORMATION ONLY**

Geneil White may give an update on GBC Foundation matters.

***ESTIMATED TIME: 5 mins***

**11. Committee Members Reports. INFORMATION ONLY**

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.

**12. Public Comment (see foregoing notation regarding public comment) INFORMATION ONLY**

**13. Adjourn**

**This Notice is posted pursuant to NRS 241.020 and in accordance with State of Nevada Emergency Directive 006 on the following websites and at the following locations:**

- GBC Foundation’s website (<http://www.gbcnv.edu/foundation/index.html>)
- The Nevada Public Notice website pursuant to NRS 232.2175 (<https://notice.nv.gov/>)
- Great Basin College Foundation, 1025 Chilton Circle, Elko, NV 89801

**This notice and agenda has been posted at or before May 3, 2021, no later than 9:00 am, which is the third business day before the meeting, in accordance with NRS 241.020.**

**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/meetings.html>. To request a copy of supporting documentation please contact Kelli Baker 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.