

GREAT BASIN COLLEGE FOUNDATION
Board of Trustees Finance Committee Meeting
Minutes
May 5, 2022

Call to Order of the Great Basin College Foundation Finance Committee

1. CALL TO ORDER

2. ROLL CALL:

Present:

James Glennon (Chair)

Shirley Alen-Kellerman

Danny Gillins

Lynn Terras

Absent:

John Pryor

Others Present:

Karrie Barrett, Exec. Director of Communications and Institutional Advancement

Kelli Baker, Admin. Assistant

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

No public comment.

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 January 6, 2022.

ESTIMATED TIME: 5 mins

A Motion to approve the minutes of January 6, 2022, was made by Danny Gillins, seconded by Lynn Terras, motion passed unanimously.

5. Finance Committee Chair Report. INFORMATION ONLY

The Committee may receive an update from the Chair.

ESTIMATED TIME: 5 mins

Chair Glennon reported that the bookkeeper will start in July.

6. 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 March and April 2022. **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 2022. **FOR POSSIBLE ACTION**
- c. The Gift Summary Report and Summary of Activity by Fund Report FY22. **FOR POSSIBLE ACTION**

ESTIMATED TIME: 10 mins

A motion to approve Item 6, a-c, as a whole, was made by Danny Gillins, seconded by Lynn Terras, motion passed unanimously.

7. Vice President for Business Affairs Report. INFORMATION ONLY

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

ESTIMATED TIME: 10 mins

8. Foundation Director Update. INFORMATION ONLY

Karrie Barrett will provide an update on GBC Foundation matters.

ESTIMATED TIME: 10 mins

- a. LCB Audit
- b. Onboarding for the Audit and Bookkeeping Services

Ms. Barrett reported she is searching for a new Administrative Assistant along with an Associate Development Director. Ms. Barrett also reported she is working on onboarding for the new auditor and bookkeeper.

Ms. Barrett reported that the Mining Center of Excellence and the Welding Lab are fully funded and would like to start thinking about the next projects.

9. 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.

ESTIMATED TIME: 5 mins

None.

Mr. Gillins indicated that he may be stepping down from the Board of Trustees, but would like to continue to sit on the Finance Committee.

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

No public comment.

11. Adjourn 12:37 p.m.

