

**GREAT BASIN COLLEGE FOUNDATION**  
**Board of Trustees Finance Committee Meeting**  
**1025 Chilton Circle, Elko, Nevada 89801**  
**Thursday, January 2, 2025, at 12:15 pm**  
**Minutes**

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

1. CALL TO ORDER: 12:17 p.m. Chair Glennon

2. ROLL CALL:

Present:

James Glennon (Chair)

Danny Gillins

Lynn Terras

Brandon Shedd

Absent:

Shirley Alen-Kellerman

Others Present:

Leslie Maple, Executive Director, Institutional Advancement

Tami Potter, Director of Business Operations, GBC

Hillary Baker, Associate Director of Development

Kelli Baker, Administrative Assistant

3. Public Comment. *Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.* ACTION WILL NOT BE TAKEN

No Public Comment.

4. Possible approval of the November 7, 2024, 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 November 7, 2024, minutes.

*ESTIMATED TIME: 2 mins*

***A motion to approve the minutes of November 7, 2024, was made by Danny Gillins seconded by Lynn Terras, motion passed unanimously.***

5. Finance & Accounting Reports. FOR POSSIBLE ACTION

- a. The GBCF Finance Committee will discuss and/or take action to approve the Management Report for the period ending October and November 2024. 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 month October and November 2024. FOR POSSIBLE ACTION
- c. The Gift Summary Report FY25. FOR POSSIBLE ACTION

This may also be placed on the Board of Trustees Agenda of January 16, 2025.

*ESTIMATED TIME: 5 mins*

***A motion to approve Item 8 a-c, was made by Lynn Terras, seconded by Danny Gillins, motion passed unanimously.***

**6. Finance Committee Chair Report. INFORMATION ONLY – NON ACTION ITEM**

The Committee may receive an update from the Chair.

*ESTIMATED TIME: 5 mins*

Chair Glennon stated he is happy with the progress being made with the Foundation.

**7. Executive Director of Institutional Advancement Update. INFORMATION ONLY – NON ACTION ITEM.**

- *New Donor Database*

Ms. Maple reported that the foundation's priorities are shifting a bit, and we are working with the administration to clarify our direction. While previously focused on the Mining Center of Excellence, alumni relations, and increasing unrestricted funding, we are now prioritizing alumni relations and funding, where we have made good progress. We expect to have a new plan for the Mining Center of Excellence after our next board meeting. Ms. Maple reported Tony Asti left our organization after his contract ended and TMCC will fill in until we find a permanent replacement. President Donnelly may share more information at the trustee meeting.

Ms. Maple gave an update on the new CRM stating there will be a monthly saving and more features.

Ms. Maple reported that the scholarship software has been approved with a \$25,000 budget for three years and she is developing a sustainability plan with administration and financial aid.

We also initiated marketing through MailChimp, sending emails for Giving Tuesday with modest results. We now have about 2,500 local contacts and aim to expand to other communities.

Ms. Maple reported that Hillary successfully contacted a foundation that has previously supported our nursing students with scrubs. They approved our request for \$10,000 to create a student hardship fund, providing \$5,000 for scrubs and \$10,000 for the fund. We will establish a policy for distributing these funds once received, which we expect in the next month.

Ms. Maple reported that the Ely Town Hall will be on Monday, January 13th, from 5:00 to 6:30 PM at the college. The Elko Town Hall is now scheduled for Tuesday, January 14th, in the theater, and the Winnemucca Town Hall will be on Tuesday, January 21st, at the center, both from 5:00 to 6:30 PM.

**8. Associate Director of Development Update – INFORMATION ONLY – NON ACTION ITEM.**

The Committee may receive an update from Hillary Baker.

*ESTIMATED TIME: 5 mins*

Ms. Baker reported that scholarships are currently available for students at GBC or for those planning to enroll next year. We have free awards for the spring semester, and additional scholarships for the fall

semester. The deadlines to apply are February 7th for spring scholarships and March 15th for fall scholarships. If you know anyone at the school, please encourage them to apply.

**9. Committee Members Reports. INFORMATION ONLY – NON ACTION ITEM**

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.

**10. Public Comment. *Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.* ACTION WILL NOT BE TAKEN**

No Public Comment.

**11. Adjourn 12:33 p.m.**