

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

**Thursday, May 15, 2025, at 12:15 pm**

**MINUTES**

**1. Call to Order: 12:15 p.m. Chair Colon**

**2. Roll Call:**

Present:

Dr. Robert Colon (Chair)

Stacy Smith (Vice-Chair)

James Glennon (Treasurer)

Chris Johnson

Caroline McIntosh

Zach Gerber

Alan Morris

Kaley Sproul Chapin

Shane Valentine

Linda Fitzgibbons (12:22)

Dave Roden

Absent:

Brandon Shedd

Shirley Alen-Kellerman

Others Present:

Dr. Amber Donnelly, GBC, Interim President

John Evans, GBC, *Vice President for Finance and Operations*

Leslie Maple, Executive Director, Institutional Advancement

Hillary Baker, Associate Director of Development

Kelli Baker, Administrative Assistant

April Howard, Church of Latter Day Saints

Louise Alger, Church of Latter Day Saints

**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. Presentation from the Church of Latter-Day Saints regarding Giving Machine results, and matters related thereto. INFORMATION ONLY – NON ACTION ITEM  
*ESTIMATED TIME: 10 mins*

April Howard and Louise Alger, of the Church of Jesus Christ Latter Day Saints, presented to the Trustees the results of the Giving Machines that resulted in \$8,745 donated and broken down as: 40 graduation packages. 70 This is a very popular 170 mental health resources. 61 nursing student uniforms. 35 textbooks and 43 trade student tools.

5. Possible approval of March 20, 2025, Minutes – *Dr. Robert Colon*. FOR POSSIBLE ACTION

GBC Foundation Trustees will review, recommend changes, and/or approve the GBC Foundation Board of Trustees meeting minutes of March 20, 2025.

*ESTIMATED TIME: 2 mins*

***A motion to approve the minutes of March 20, 2025, was made by Trustee Roden, seconded by Vice-Chair Smith, motion passed unanimously.***

6. President's Report – *Interim President - Amber Donnelly*. INFORMATION ONLY – NON ACTION ITEM

Interim President Donnelly may give an update on GBC matters.

*ESTIMATED TIME: 5 mins*

President Donnelly updated the Trustees on the graduations taking place on all campuses and reported that 679 students are graduating. President Donnelly reported that Trustee McIntosh is the recipient of an Honorary Baccalaureate from GBC, the first one in many years.

President Donnelly also updated the Trustees on the strategic plan GBC is working on, as the current one will be sunsetting.

President Donnelly stated they are starting to remodel Berg Hall. The Ely campus has new furniture, and Winnemucca has had some remodeling as well.

President Donnelly reminded the Trustees that the Board of Regents September meeting will take place in Elko.

7. GBC Finance and Operations Report - *Vice President for Finance and Operations - John Evans*. INFORMATION ONLY – NON ACTION ITEM

John Evans may give an update on GBC financial matters.

*ESTIMATED TIME: 5 mins*

President Donnelly introduced John Evans as the new Vice President for Finance and Operations. Vice President Evans gave a brief update on the Legislation session. President Donnelly stated that GBC received the small institution factor, and that rate was increased from 30 to 40 FTE, which will help out GBC financially. The new funding formula was not supported though.

**8. Faculty Senate Report –Dave Sexton. INFORMATION ONLY – NON ACTION ITEM**

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

*ESTIMATED TIME: 5 mins*

No report.

**9. Executive Committee Report – Dr. Robert Colon. INFORMATION ONLY**

The Board may receive an update from the Executive Committee. The Executive Committee consists of Dr. Robert Colon, Chair; Stacy Smith, Vice-Chair; (Vacant) Immediate Past Chair; James Glennon, Treasurer/Finance Chair; Chris Johnson, Development Chair; Amber Donnelly, Secretary; Leslie Maple, Foundation Executive Director.

- a. Consideration and approval of the reappointment of the following individuals to the GBC Foundation Board of Trustees for three-year terms commencing July 2025, and matters related thereto. FOR POSSIBLE ACTION

- Zach Gerber (2028) (Year of term expiration)
- Kaley Sproul Chapin (2028) (Year of term expiration)
- Shane Valentine (2028) (Year of term expiration)
- Brandon Shedd (2028) (Year of term expiration)
- James Glennon (2028) (Year of term expiration)

These reappointments will be approved at the NSHE Board of Regents, Great Basin College Foundation Meeting of the Member of the Corporation to be held in December of 2025.

*ESTIMATED TIME: 5 mins*

***A motion to approve the reappointments of Zach Gerber, Kaley Sproul Chapin, Shane Valentine, Brandon Shedd, and James Glennon, was made by Trustee Roden, seconded by Trustee McIntosh, motion passed unanimously.***

- b. Consideration and possible approval of officer appointments of a Chair, Vice Chair, and a Treasurer for two-year terms commencing July 2025, and matters related thereto. FOR POSSIBLE ACTION

*ESTIMATED TIME: 5 mins*

*All current officers expressed interest in continuing for the next two years.*

***A motion to approve Robert Colon, Chair; Stacy Smith, Vice Chair; and Trustee Glennon, Treasurer; was made Trustee McIntosh, seconded by Trustee Roden, motion passed unanimously.***

- 10.** Review and possible approval of proposed updates to the Gift Acceptance Policy, including: setting minimum funding levels of \$25,000 for programmatic endowments and \$500,000 for faculty endowments, and allowing endowments to be funded over a period of 1 to 5 years, and matters related thereto. FOR POSSIBLE ACTION

Included in your packet is the Gift Acceptance Policy which has the added language to **Section VIII. Endowments** on page 8.

*ESTIMATED TIME: 5 mins*

***A motion to approve the Gift Acceptance Policy, including: setting minimum funding levels of \$25,000 for programmatic endowments and \$500,000 for faculty endowments, and allowing endowments to be funded over a period of 1 to 5 years; was made Trustee McIntosh, seconded by Trustee Morris, motion passed unanimously.***

- 11.** Foundation Board Chair Report – *Dr. Robert Colon*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the Board Chair.

*ESTIMATED TIME: 5 mins*

- 12.** Finance Committee Report – *James Glennon*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the Finance Committee. Committee Members include James Glennon, Chair; Danny Gillins; Shirley Alen-Kellerman; Lynn Terras; and Brandon Shedd.

- a. Review, consideration, and possible approval to resume taking the spend on two endowment funds held at NSHE, and matters related thereto. FOR POSSIBLE ACTION

During the meeting on March 16, 2023, it was voted to stop taking the spend from two endowment funds. Since then, the market has improved, and these funds are no longer performing poorly. Included in your packet is a spreadsheet that details the two funds held at NSHE, along with the corresponding amounts for FY24 and FY25.

**\*\*This item was approved to move forward by the Finance Committee on May 1, 2025.**

***A motion to resume taking the spend on Fund #702 and Fund #616; was made Trustee McIntosh, seconded by Trustee Morris, motion passed unanimously.***

- b. Review and possible designation to retain HRC, P.C. to prepare the FY25 Financial Statement and Audit, and matters related thereto. FOR POSSIBLE ACTION

An engagement letter from HRC, P.C. is included in the packet.

\*\*This item was approved to move forward by the Finance Committee on May 1, 2025.

***A motion to retain HRC, P.C. to prepare the FY25 Financial Statement and Audit; was made Trustee Roden, seconded by Vice-Chair Smith, motion passed unanimously.***

- c. Review, discussion, and possible approval of a final budget for FY26 for the GBC Foundation, and matters related thereto. FOR POSSIBLE ACTION

The packet you have received contains the final budget for FY26.

\*\*This item was approved to move forward by the Finance Committee on May 1, 2025.

***A motion to approve the final budget for FY26 for the GBC Foundation; was made Trustee Morris, seconded by Trustee Roden, motion passed unanimously.***

- d. Possible approval of the Finance Reports for February and March 2025. FOR POSSIBLE ACTION

Included in the packet are the Finance Reports.

\*\*This item was approved to move forward by the Finance Committee on May 1, 2025.

*ESTIMATED TIME: 15 mins*

***A motion to accept the Finance Reports for February and March 2025 was made Trustee Roden, seconded by Trustee Valentine, motion passed unanimously.***

**13. Development Committee Report – Chris Johnson. INFORMATION ONLY – NON ACTION ITEM**

The Board may receive an update from the Development Committee. Committee Members include Chris Johnson, Chair; Alan Morris; Dave Roden; and Caroline McIntosh.

*ESTIMATED TIME: 5 mins*

**14. Executive Director of Institutional Advancement Update – Leslie Maple. INFORMATION ONLY – NON ACTION ITEM**

Leslie Maple may give an update on GBC Foundation matters.

*ESTIMATED TIME: 5 mins*

Ms. Maple stated that she met with the Center Director in Pahrump along with some prospective donors. She also has a change to meet with Trustee Fitzgibbons and Vice-chair Smith. We are looking at some fundraising events in Pahrump in early December.

Ms. Maple stated that she is looking at the event strategy for next year and one event that was mentioned was an event similar to the dinner dance. Ms. Maple also gave an update on the new CRM.

**15. Associate Director of Development Update – *Hillary Baker*. INFORMATION ONLY – NON ACTION ITEM**

Hillary Baker may give an update on GBC Foundation matters.

*ESTIMATED TIME: 5 mins*

- 2025 Golf Tournament
- 2025 Beats and Bites

Hillary updated the Trustees on the Beats & Bites event and on the upcoming golf classic in August. She asked for volunteers and/or donations for those events.

**16. Items from Board Members. INFORMATION ONLY – NON ACTION**

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.

*ESTIMATED TIME: 5 mins*

Trustee McIntosh gave an update on the Nursing graduates in Ely. Trustee Roden updated on the Winnemucca graduates.

**17. Public Comment (*see notation below regarding public comment*). ACTION WILL NOT BE TAKEN**

No public comment.

**18. ADJOURN: 1:39 p.m.**