

**College of the Siskiyous  
Foundation Board Meeting  
Minutes of January 20, 2015**

---

**Foundation Board:**

Greg Messer	Margaret Dean	Amy Lanier	Staff: Angel Fisher
Sue Boston	Dawna Cozzalio	Nancy Funk	
Scotty Thomason	Dawnie Slabaugh	Carol Cupp	
Ronda Gubetta	Denise Mannion		

**Excused Absence:**

Rennie Cleland	Bob Winston	Allison Varty (FAC)
Denny Sbarbaro	Karen Tedsen (ASM)	Ron Slabbinck(FAC)

---

**ACTION ITEMS**

Item 1:        **Call to Order and Attendance**  
                  President Greg Messer called the meeting to order at 8:03 a.m.

**Regular Agenda:**

- Item 2:        **Committee Reports**
- a) ***Enterprise Operations:***
- i.     *Eagle’s Nest and Vintage Nest Shops* – Ms. Fisher reported sales in both the Eagle’s Nest and Vintage Nest have been extremely slow since the Boles Fire last fall and is anticipating the next couple of months may continue to be slow while the community is still recovering and free services are still available to fire victims.
  - ii.    MOM Grant Renewal– Ms. Slabaugh said the Foundation recently received notification funding for the continuation of the MOM grant will not continue after the current grant cycle ends June 30, 2015. She has scheduled a meeting with Jerry Endres, Program Director for the MOM Grant to discuss current grant status as well as future grant opportunities. Mr. Messer and Mr. Thomason are also invited to attend the meeting to be held later in January.
  - iii.   Hearst Foundation Grant / Partnership with SAC – An addendum to the memorandum of understanding between the COS Foundation and the Siskiyou Arts Council (SAC) was drafted addressing the timeline extension for the grant (to close June 30, 2015) was signed in December. The extension was requested to allow more time to implement the program within the communities identified.
  - iv.    Community Education: Fall Programs – Ms. Slabaugh reported she is working to streamline the community education program and the process for offering classes. It is hoped more contract education opportunities will be available as well as more classes for personal enrichment.
- b) ***Investments & Finance:***—no report.

- c) **Gift Acceptance:** Mr. Messer reported the Foundation has one gift pending at this time (equipment for the Fire Technology Training Program). Ms. Slabaugh has been working with the Dean of CTE to gather information on the gift before taking it to the Gift Acceptance Committee for acceptance.
- d) **Board Governance:**
- i. **Approval of New Foundation Board Member** – *Motion was made (Thomason / Boston) to approve new board member Amy Lanier. Motion passed.*
  - ii. **Update – Prospects for Foundation Membership** – The Board Governance committee is recommending the following community members be considered for Foundation Board membership:
    - Karen Zeigler – in discussion
    - Richard Dinges – in discussion
    - Mike Solano – needs to be contacted to confirm interest.
  - i. **Approval of Auxiliary Foundation Board Officers for 2015** – *Motion was made (Thomason / Gubetta) to recommend Dawna Cozzalio as 2015 Foundation Board President. Nomination of Vice President is pending. Motion passed.* Ms. Cozzalio’s term of office as President will be from February 1, 2015 through January 31, 2016.
  - ii. **Approval of Foundation Director’s Handbook 2015:** *Motion was made (Gubetta / Boston) to approve the Foundation Director’s Handbook 2015. Motion passed.*
  - iii. **Update – Status of 2013/2014 Foundation Tax Form 990 and 199:** Ms. Slabaugh reported the auditors have filed an extension for completion and submittal of the 2013/2014 Foundation Tax Form 990 and 199.
- e) **Scholarship:** Ms. Slabaugh reported scholarship applications for 2015-2016 are now available for Siskiyou County high school seniors (graduating June 2015) and current COS students who plan to attend COS during the 2015-2016 year. Scholarships range from \$250 to \$3,000. Applications are due March 13.
- f) **Fund Development:-**
- i. **Annual Giving Campaign & Employee Payroll Deduction Program:** Ms. Slabaugh reported the “End of the Year Annual Giving Letter” was mailed to the community early December. In addition, an email was sent to the campus invited employees to participate in the Employee Payroll Deduction program. Since the mailing went out, approximately \$17,000 in donations has been received in response to the mailer and three COS employees have signed up to participate in the payroll deduction program.
  - ii. **Discuss Friend / Fund Raising for 2014/2015: Craft Fair** – Ms. Slabaugh reported the 2014 Holiday Craft Fair was one of the best attended Craft Fairs ever. The vendors were very happy and offered a wide variety of products for the community to choose from. Other upcoming events include the President’s Circle Banquet – Scheduled for March 14, 2015 and the Golf Tournament on July 11. She is working with Denny Sbarbaro, Jack Cook and Dennis Roberts on strategies for obtaining sponsorships and donations for the tournament.

Item 3: **New and/or Unfinished Business**  
Ms. Cupp said it would be nice for the Foundation to consider updating the furniture in the COS Weed Campus Board Room with more functional furniture as a future Foundation sponsored project.

**Consent Agenda:**

Item 4: **Approval of Meeting Minutes – October 21, 2014**  
The Board reviewed the Foundation meeting minutes of October 21, 2014.

Item 5: **Treasurers Report – Review of Foundation Fiscal Report**  
The Board reviewed the Foundation fiscal report for the period of July 1, 2014 through November 30, 2014.

Item 6: **Upcoming Foundation Board Meetings:**

- April 11, 2015 – Foundation Retreat (TBA)
- April 21, 2015, 8AM (COS Board Room) – or Foundation Retreat (Alternate Date)
- July 21, 2015, 8AM (Yreka Campus)
- October 20, 2015, 8AM (Yreka Campus)

Item 7: **Upcoming Meetings / Event Dates:**

- FDN Board Governance Committee Meeting – February 2, 1PM (Foundation Office)
- Campuses Closed for Lincoln Day Holiday – February 6
- FDN Executive Committee Meeting – February 10, 8AM (COS Board Room)

*Motion was made (Gubetta / Cozzalio) to approve the Consent Agenda as presented.  
Motion passed.*

**Non Action Items / Reports:**

Item 8: **Report from the College President**  
Mr. Thomason reported the college is engaging consultants to assist with the Banner Operating System. Significant amounts of funding for these efforts are coming from increases to SSSP funding.

COS accomplished the submission of 15 ADT's to the State Chancellors Office in December. This was something that the State Chancellor's Office was strongly advocating for and was accomplished due to a lot of hard work by Student Services and Instructional Services areas and the Curriculum Committee.

The college has reinstated the Instructional Council, Student Service Council, Technology Council, and the Facilities Council. All constituent groups have representatives serving on the Presidents' Advisory Cabinet that meet the third Friday of each month and the College Council which meets every two weeks. A lot of communication is going on and Mr. Thomason believes the college is communicating amongst its employees more thoroughly than in the recent past.

Mr. Thomason said it appears efforts to stop the decline in student enrollment and to actually increase our enrollment seem to be working. COS carried about 90 more FTES into this fiscal year from summer 2014 than last year from summer 2013. Adjustments to the spring 2015 class schedule were made in effort to increase our FTES. In order to position COS to receive probable growth funding next year, COS needs to grow a total of about 240 FTES this year. A lot of time during Orientation Day and Planning Day activities was spent compiling lists of opportunities for increasing enrollment. Several of the suggestions that came out of these efforts relative to seeking to increase our enrollments and the corresponding hoped for increase in funding to COS have already been implemented, such as increasing evening class offerings and providing classes in sequence that coincides with the two year schedule.

Significant progress in reconnecting with our service area high schools and improving our relationship with the community that we serve has been a high priority. Mr. Thomason said he and other senior level administrators are focused on working with the high school administrations to enroll local high school students into fall 2015 semester classes.

COS continues to be an active partner and provide support to our communities as the Weed community recovers and rebuilds from the devastation caused by the Boles Fire. The Weed Food Bank is temporarily renting the old Printing Service Rooms and the Weed Catholic Church is continuing to rent rooms in the former Life Science Building.

Accreditation Standard Committees for the Institutional Self Study have begun their work. Accumulation of evidence is proceeding and actual writing has begun.

Item 9: **Report from the Foundation Office**

Ms. Slabaugh said she recently attended a social hosted by David and Ann Herfindahl. It was a nice event and she had the opportunity to meet many new people from Northern Siskiyou County as well as Southern Oregon. During the event, Dr. Herfindahl publicly recognized the COS Foundation and the relationship the Shasta Valley Rotary Club has with the college and foundation.

Item 10: **Adjournment**

Meeting was adjourned at 9:03 a.m.

Respectfully Submitted:



Dawnie Slabaugh, Recording Secretary  
Director - COS Public Relations / Foundation