

**College of the Siskiyous
Foundation Board Meeting
Minutes of July 21, 2015**

Foundation Board:

Greg Messer
Sue Boston
Nancy Funk

Carol Cupp
Scotty Thomason
Denny Sbarbaro

Dawna Cozzalio
Rennie Cleland
Dawnie Slabaugh

Karen Tedsen
Staff: Angel Fisher
Guest: Barry Ohlund

Excused Absence:

Margaret Dean
Ronda Gubetta

Bob Winston
Amy Lanier

Denise Mannion
Ron Slabbinck

ACTION ITEMS

Item 1: **Call to Order and Attendance**
President Dawna Cozzalio 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 Ms. Fisher reported the annual Customer Appreciation Day was held June 1. She said sales revenue for the day was lower than in past years, but overall lots of people stopped by and she considered the day a success.

The Vintage Nest is officially closed. Ms. Fisher said a "Vintage Nest" section has been established within the Eagle's Nest Shop. In creating this new section, space for sorting and preparing items for the floor has been reduced. To meet the needs of the Shop and keep up with the workload, Ms. Fisher said she has redesigned the backroom and storage areas for better flow and operation. She also said Edgewood Custom Interiors has agreed to store any overflow furniture items donated to the Shop if floor space is not available for display.

Mr. Messer said he contacted the Director of the Siskiyou Food Assistance Program to see if they might be interested in moving into the Vintage Nest space but unfortunately the space does not meet the needs of the Food Assistance Program. Ms. Fisher said utilities in the Vintage Nest Shop will be shut off at the end of June.

This summer 15 students from the Upward Bound Summer Program are working in the Eagle's Nest Shop. Ms. Fisher said this is very helpful during the summer months and lots of work is being accomplished.

- ii. **MOM Grant** – The fiscal sponsorship of the MOM Grant ended June 30. The project director and staff are working to finish up the project and write the final grantee report to be submitted by July 31.

- iii. **Hearst Foundation Grant** - Ms. Slabaugh reported all work on the grant project is completed and distributed with the meeting agenda was a grant project report provided by the Liberty Arts with information and pictures about the outreach providing children with arts education in Siskiyou County. She and Ms. Tedsen will work together to submit the final grant report to the Hearst Foundation in late July or early August.
 - iv. **Community Education** - Ms. Slabaugh gave an update on community education classes scheduled for the summer and fall. Summer classes include: Dance for Fun and Fitness; Intramurals (Recreation Basketball); Gentle Yoga; Tennis; Camp Broadway; Community Fitness; and Volcanism in the Southern Cascades. Fall classes are still being planned. Mr. Cleland suggested investigating the possibility of partnering with the Forest Service to create a natural history class for children or a “junior ranger” program of the lava beds and surrounding area.
- b) **Investments & Finance:**—no report. The next meeting of the Investment Due Diligence Committee is scheduled for August 11 at 10 a.m.
- c) **Gift Acceptance:** Ms. Slabaugh reported the Foundation has been contacted by the President of the Siskiyou Arts Council (SAC) as they are interested in donating the van purchased with Hearst Grant funds to the College. Last month in June, two COS employees from the COS Maintenance Department were asked to evaluate the condition of the van and determined the van to be in good condition and that it would be of benefit for the college to own. Ms. Slabaugh will work with SAC on the transfer of ownership to COS pending approval and acceptance by the District and Foundation Gift Acceptance Committee.
- d) **Board Governance:**
- i. **Review June Vitality Workshop** – The Foundation held a “mini” retreat on June 26 at the Expershare Office. Mr. Messer suggested holding a “debriefing” meeting to review the conversation and what work can be accomplished between now and later this fall. The Board will plan on holding a formal Retreat and needs to determine what topics should be covered. Mr. Cleland commented he thought the workshop was good and communication was good throughout the morning. As a pre-retreat, outcomes will be used as a guideline in planning for the fall retreat. Ms. Slabaugh will send out an email to the Board with possible dates. Ms. Funk said as a new member to the Board and employee of the college, it was a nice way to meet other board members in a relaxing setting and begin planning.
 - ii. **Foundation Board Member Prospects** – Community members identified as Foundation Prospects include: Mark Healy, Karen Copsey, Brandon Criss, and Cliff Munson. Ms. Slabaugh said she has talked with Mark Healy and Karen Copsey and both are interested in joining the Foundation. She will be meeting with them both to discuss their interest.

- e) **Scholarship:** The total scholarship award amount available for 2015/2016 is \$36,728. Scholarship awards for 2015/2016 have been announced. Payments to the recipients will be able the first week of fall semester classes.
- f) **Fund Development:**
- i. **Upcoming Events: Friend / Fund Raising for 2015/2016**
 - **Golf Tournament** – Mr. Sbarbaro reported the “*Swing into Action*” Golf Tournament was held Saturday, July 11 at the Lake Shastina Golf Resort. Approximately 88 community members came out to support the Foundation and Athletic Department by playing in the tournament. Once all the bills have been paid and additional funds received, it is estimated the tournament will net approximately \$8,000 for the purchase of new uniforms for Men’s and Women’s Soccer at COS. Mr. Thomason thanked Mr. Sbarbaro and Jack Cook for all their work in planning for the tournament.
 - **Scholarship Dinner** - The Scholarship Fundraising Dinner and Auction has been scheduled for Saturday, September 19. The Committee will be meeting July 14 to begin planning the event.
 - **Craft Fair** – The annual Craft Fair is scheduled for Friday, December 4 and Saturday, December 5. Registration information will be available beginning September 1. Ms. Slabaugh reported she is already receiving phone calls and emails inquiring about the event and participation.
 - ii. **Donor Cultivation/Bridge Building:** Ms. Cozzalio said she plans to work with Mr. Messer and Ms. Slabaugh to schedule meetings with friends of the college / foundation in an effort to “reconnect” relationships and cultivate donors

Item 3: **New and/or Unfinished Business**

Mr. Messer shared with the Board his concern regarding the Foundation Office being understaffed. There has been much discussion regarding fundraising and other activities, but the Director needs help in the office.

Consent Agenda:

Item 4: **Approval of Meeting Minutes – April 21, 2015**

The Board reviewed the Foundation meeting minutes of April 21, 2015.

Item 5: **Treasurers Report – Review of Foundation Fiscal Report**

The Board reviewed the Foundation fiscal report for the period of July 1, 2014 through May 31, 2015.

Item 6: **Approval to Close Vintage Nest Shop**

The Board approved closure of the Vintage Nest Shop due to lack of funds and staffing, effective immediately.

Item 7: **Approval of Discontinuation of Purchasing of Resale Items for Sale**

The Board approved discontinuing the purchase of resale items for sale in the Vintage Nest and Eagle’s Nest Shops.

Item 8: **Approval of 2015/2016 Foundation Budgets**
The Board approved 2015/2016 Foundation Budgets for the General Fund, Eagle's Nest, Community Education, Scholarship, and RHSI Endowment.

Item 9: **Date of Upcoming Foundation Board Meetings**

- October 20, 2015 at 8AM (Yreka Campus)
- January 19, 2016 at 8AM (Weed Campus)
- April 19, 2015 at 8AM (Yreka Campus)

Item 10: **Upcoming Meeting / Event Dates:**

- Campuses Closed – Fridays (ending July 31)
- Public Relations / Foundation Office Closed – July 22 – 28 (Dawnie on Vacation)
- Board Governance Meeting – August 3, 1PM (President's Conference Room)
- Foundation Executive Committee Meeting – August 11, 8AM (Board Room)
- Foundation Investment Committee Meeting – August 11, 10AM (Board Room)

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

Non Action Items / Reports:

Item 11: **Report from the College President**

Mr. Thomason reported it is amazing how fast the state budget was approved this year. It seems like "life" in general is moving very fast. Work on the Accreditation Self-Study is continuing and progressing "basically" in compliance with anticipated timelines. The final draft is expected to be finished in October.

Campus administration is in the process of developing the final budget for fiscal year 2015-2016. Nancy Funk, Vice President of Administrative Services, is leading this effort and reviewing the "Resource Needs" list the college has been maintaining for several years and she is requesting suggestions on the most important items the college may want to spend some of the increased "one time" revenues on. Everyone at COS has done a great job of being careful with expenditures

The college is moving forward with many hiring committees. Several current employees are moving to new jobs within COS which then results in seeking temporary workers and announcing their vacated positions. Public forums for the Vice President of Student Services and the Vice President of Instruction positions were held. It is expected the COS Board of Trustees will approve the new hires at the August board meeting.

Item 12: **Adjournment**

Meeting was adjourned at 10:06 a.m.

Respectfully Submitted:



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