

**College of the Siskiyous  
Foundation Board Meeting  
Minutes of May 14, 2013**

---

---

**Foundation Board:**

Greg Messer	Robin Styers	Karen Tedsen
Sue Boston	Scotty Thomason	Sonia Wright
Margaret Dean	Bob Winston	Dawnie Slabaugh
Ronda Gubetta	Elaine Schaefer	Angel Fisher
Randy Lawrence	Denise Mannion	Connie Warren

**Excused Absence:**

Rennie Cleland	Chris Vancil	Jack Cook	Sharon Stromsness
Dennis Sbarbaro	Deborra Brannon	Bob Rice	Connie Marmet

---

---

**ACTION ITEMS**

Item 1:       **Call to Order and Attendance**  
President Greg Messer called the meeting to order at 8:07 a.m. He introduced and welcomed Robert Winston, newest member to the Foundation Board of Directors and Scotty Thomason, Interim COS Vice President of Administrative Services.

**Regular Agenda:**

Item 2:       **New and/or Unfinished Business**  
No new business was discussed.

Item 3:       **Committee Reports**

- a) ***Investment & Finance*** –Mr. Messer reported the Investment Committee met in March. The Committee discussed how the CRTs are paid to the donors and how it affects the value of the CRT. The Committee also approved revisions to the Foundation and Scholarship Investment Policy. The next Investment Committee meeting will be held June 11 following the Executive Committee meeting
- b) ***Board Governance***
  - i. ***Renewal of Foundation Board Membership*** – *Motion was made (Boston / Gubetta) to approve renewal of Foundation Board membership for Margaret Dean, Rennie Cleland, and Greg Messer. Motion passed.*
  - ii. ***Approval of New Foundation Board Member*** – *Motion was made (Boston / Gubetta) to approve Robert Winston as a COS Foundation Board member. Motion passed.*
- c) ***Scholarship*** –Ms. Slabaugh reported the Scholarship Readers Committee met on April 12 to select recipients for 2013/14. This year 35 applications were received from high school seniors and COS continuing students. Depending on the criteria requirement for each scholarship, the Readers were able to award 32 scholarships totaling \$24,700.

d) **Enterprise Operations**

- i. **Eagles Nest:** Ms. Fisher reported the annual Eagle's Nest Volunteer Appreciation Dinner was held on May 3 and Kathy Valdez was recognized as the 2013 Eagle's Nest Volunteer of the Year. She also reported sales are up approximately 23% over last year. Switching to the new register system has enabled her to better track customers and create a reward system. Customer Appreciation Day will be held on May 31 with the doors opening at 7 a.m.
- ii. **Insulation Sale** – Mr. Messer reported the insulation has been purchased by a local contractor. Profit from the sale was \$2,300.
- iii. **New External Fiscal Sponsorship** – Mr. Messer said the Foundation has the opportunity to partner with Siskiyou Arts Council on a grant request from the Hearst Foundation to create a new External Fiscal Sponsorship. More information on this item will be presented as it becomes available.

e) **Gift Acceptance** –Mr. Messer reported he will be meeting with the Sisson Museum Board of Directors to discuss the transfer of the Shasta Nation Tribe artifact collection to the museum on June 12.

f) **Events** -

- i. **PAS:** Ms. Slabaugh reported the 2012/2013 PAS season ended in March with a performance by Mamajowali and Joe Craven. New to the series this year has been the "Taking COS to the Community" program. Ms. Marmet worked with the COS Music and Theater Department to put together a plan to bring outreach of the COS performing arts into the community. Performances by the COS Ladies Chamber were held in Dorris, Etna, and Mt. Shasta. The Senior Players have been visiting residential facilities, and the COS Theater department will be presenting one-act plays in the high schools in May. Also, comp tickets were given to Family Resource Centers for each of the regular season COS productions.

Item 4:

**Board Retreat Follow-Up**

- a) Assignment from Retreat: 1) make a gift; 2) identify and own one major prospect per year; 3) build the pipeline
- b) Discussion by board members on opportunities list

The Board discussed the Foundation Board Retreat held April 6. It was a good retreat with lots of good discussion. Facilitator Paul Lanning gave members present at the retreat "homework:" 1) donate yourself; 2) cultivate a donor; and, 3) build a pipeline. Ms. Wright discussed the "Fundraising Giving Cycle" and what point we are at in the cycle and distributed to the Board a list of donors who have a history of giving to the Foundation (over the past five years) and a Donor Profile report from Matchmaker. She requested board members review the list of donors and select ones to cultivate and fill in the information gaps. Ms. Dean said she felt a five year timeline was too short and suggested querying the donors over a ten year period as for the past few years the economy has "hindered" private and corporate giving.

Ms. Wright said she does not expect Foundation members to make the "ask," but if they are comfortable with it they can. Right now the most important thing is learning more about our donors and what their giving passion is.

**Consent Agenda:**

- Item 5:        **Approval of Meeting Minutes – January 22, 2013**  
The Board reviewed the Foundation Meeting minutes of January 22, 2013.
- Item 6:        **Approval of 2010/2011**  
The Board approved the 2010/2011 tax forms 990 and 199.
- Item 7:        **Approval of Revisions to Foundation and Scholarship Investment Policy**  
The Board approved revisions to the Foundation and Scholarship Investment Policy.
- Item 8:        **Treasurers Report – Review of Foundation Fiscal Report**  
The Foundation reviewed the fiscal report for the period of July 1, 2012 through February 28, 2013.
- Item 9:        **Upcoming Foundation Board Meetings:**
- July 23, 2013
  - October 22, 2013
- Item 10:       **Upcoming Meetings / Event Dates:**
- COS Graduation – May 17
  - Concert Choir & Ladies Chamber Singers – May 18 and 19
  - Foundation Board Governance – May 21
  - Eagle’s Nest Customer Appreciation Day – May 31
  - Executive Committee Meeting – June 11
  - Investment Due Diligence Meeting – June 11

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

**Non Action Items / Reports:**

- Item 11:       **Report from the Office of the President**  
Mr. Lawrence reported this would be his last Foundation Board meeting as his contract with the College ends on June 30. He said it has been a privilege knowing and working with the Foundation Board and encouraged members to cultivate strong relationships with the Board of Trustees.
- Mr. Lawrence said the Governor is expected to release the May revise budget soon. The State is projecting more revenue than originally anticipated and Mr. Lawrence said the College is not expecting to make budget cuts at this time. Mr. Lawrence also gave an update on the search for a new President. He said the Board of Trustees has suspended the search and will be hiring an interim President for one year. The decision was made based on the strength of the candidate pool which they felt was not strong. Hiring an interim will give the College the time it needs to rebuild its image and reputation.

Item 12: **Report from the Director of Institutional Advancement**

Ms. Wright distributed a list of recent student success stories. She said she began doing this at the last Executive Committee meeting and hopes the Foundation finds it useful when talking to people about the College. Ms. Wright also updated the Foundation on the number of grant prospects the College is working on and needs of the College.

Item 13: **Adjournment**

Meeting was adjourned at 9:25 a.m.

Respectfully Submitted:



Sonia Wright, CFRE  
Director - COS Institutional Advancement

Prepared By:



Dawnie Slabaugh, Recording Secretary  
COS Institutional Advancement (Public Relations / Foundation)