

**College of the Siskiyou
Foundation Board Meeting
Minutes of
January 16, 2018**

Foundation Board:

Dawna Cozzalio	Margaret Dean	Rennie Cleland	Carol Cupp
Susan Boston	Bruce Deutsch	Greg Messer	
Dawnie Slabaugh	David Clarno	Karen Copsey	
Wes Dutt	David Gault	Susan Westphal	

Staff

Angel Fisher
Carie Shaffer

Excused Absence:

Amy Lanier	Denise Mannion	Logan Smith	Ronda Gubetta
Bob Winston	Ron Slabbinck	Dennis Sbarbaro	Stephen Schoonmaker

ACTION ITEMS

Item 1: **Call to Order and Attendance**
President Dawna Cozzalio called the meeting to order at 5:30 p.m.

Regular Agenda:

- Item 2: **Committee Reports**
- d) ***Board Governance***
 - i. Officer Elections for 2018. *Motion was made (Clarno / Boston) to approve 2018 Foundation Officers: Greg Messer, Foundation Board President and Bruce Deutsch, Vice President. Motion Passed.*
 - a) ***Enterprise Operations: Eagles Nest Shop*** – Shop Supervisor, Angel Fisher, reported the Fall Meet and Greet was a huge success and helped greatly with the fall revenue. In December, the Shop celebrated its 20th Anniversary with a party and weekend sale. Lots of people attended including administration and board members. The day after, on Sunday, the Eagle’s Nest was open for a \$20 bag sale and profited \$2,700 for the day.

Regarding sales for the month of November, Mr. Messer asked why the profits for the month were down. Ms. Fisher reported she was on vacation for 15 days during the month and was not there to streamline things and make sure store processes were followed.

Ms. Cupp asked what the projected net profit for 2017/2018 is. Ms. Fisher informed her it is \$14,000 and she believes she will hit that target.

Discussion was held regarding the possibility of hiring an assistant for the Eagle’s Nest Supervisor and the estimated cost. The projection is approximately \$26,000. This is

something that needs to be researched and discussed fully before a presentation to the Board is made and/or any action taken.

Ms. Fisher reported the Eagle's Nest has entered into a partnership with St. Vincent DePaul to start the voucher process with them for the less fortunate. She has processed two \$25 vouchers and reimbursement is pending.

b) Investments & Finance

- i. **Investment Due Diligence Committee Report** - Mr. Messer reported the Committee last met in October. Ms. Slabaugh reported the next quarterly meeting will be in February.
- ii. **2016/2017 District and Foundation Audit Report** – Ms. Slabaugh reported the 2016/2017 Audit Report showed no findings for the Foundation and the auditors reported at the December Board of Trustees meeting, the Foundation is being managed very efficiently and showing positive revenue.
- iii. **Gem Collection / Art Collection** – Ms. Slabaugh presented an overview of the history of how the Foundation acquired the Gem and Art Collections. The gems are currently in the Business Office safe. Mr. Messer volunteered to contact John Thomas, jeweler in Mt. Shasta, to see if he would be willing to do a showcase for the Foundation and sell the gems.

The art collection is currently valued at \$10,000 and the Board would like to see the Foundation liquidate the art pieces and put the money back into the budget. Ms. Fisher will select art from storage she feels will sell at the Eagle's Nest.

c) Gift Acceptance – No New Gifts

Ms. Slabaugh reported she would like to have the Board Governance Committee meet to review and update the Gift Acceptance Policy Review. A meeting will be set for later in the spring.

e) Scholarship

- i. **2018/2019 Scholarship Application Process and Timeline** – Ms. Slabaugh reported the 2018/2019 Scholarship Application is now online. Applications will be accepted until March 15. After March 15, applications will be reviewed and awarded. She also reported Regina Weston, Siskiyou Promise Coordinator, will be visiting local high schools to present information on scholarships offered by the Foundation and to talk about Siskiyou Promise. Mr. Deutsch asked to be notified when she plans to visit Dunsmuir High School.
- ii. **Siskiyou Promise**
 - **Giving Tuesday Results** - Ms. Slabaugh reported North State Giving Tuesday raised \$7,855. There was the same amount of donors as last year but fewer donations received. Ms. Slabaugh did a "Pin the Pumpkin" campaign the week of Halloween to promote employee contributions to the Foundation. It was a huge success, doubling the amount of employees who contribute. Many of the employees have designated their money to the Siskiyou Promise Program. She will continue to promote throughout the year.

- **2017/2018 First Year Promise & Second Year Continuation** – Ms. Slabaugh presented information received from Regina Weston, Siskiyou Promise Coordinator. There are 151 first year Promise students for the 2017/2018 school year as compared to 124 students in 2016/2017. Seventy of those 2016/2017 students are continuing Promise students. The total cost to the Foundation for the fall semester was \$40,000.

Ms. Slabaugh also shared several questions Ms. Weston had regarding specific situations for Promise Students. The Board agreed to form a Promise committee consisting of four people; Sue Boston, Angel Fisher, Dawnie Slabaugh and Regina Weston, to come up with proper guidelines to follow.

f) Donor Development / Enrichment

Mr. Messer reported he will be finishing up the work started from the Donor Development Committee meeting held last fall and will present the information at an upcoming Executive Committee.

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

Ms. Cupp asked if there would be another opportunity for COS employees to apply for Foundation Mini-Grants this spring. She has heard of some needs in athletics and wanted to see if the Foundation could help. The Board discussed the possibility of offering Mini-Grants twice a year and just splitting the funding in half, not raising the funding amount. This item will be discussed more at the April Foundation meeting.

Consent Agenda:

Item 4: **Approval of Meeting Minutes – October 18, 2017**

The Board reviewed the Foundation meeting minutes of October 18, 2017.

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

The Board reviewed the Foundation Fiscal Report for the period of July 1 – November 30, 2017 as well as the Eagle’s Nest Shop Fiscal Report for the period of July 1 – December 31, 2017.

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

- April 17, 2018
- July 17, 2018

Item 7: **Important Dates to Remember:**

- COS Board of Trustees Meeting – February 6, 6 p.m. (COS Board Room)
- FDN Executive Committee Meeting – February 13, 9 a.m. (COS Board Room)

Motion was made (Cozzalio / Boston) to approve the Consent Agenda. Motion passed.

Non Action Items / Reports

Item 8: **College / Campus Update**

Ms. Slabaugh encouraged the Board to read the Campus Connection distributed monthly via email for updates on campus happenings.

Item 9:

Community Connection

Bruce Deutsch is the new Mayor of Dunsmuir. He reported the Community Care Unit will be in Dunsmuir on January 23 for community members to take advantage of and seek services.

Mr. Messer reported on his work with the Siskiyou County Homeless Census. January 23 is Census day. The plan is to count and interview the homeless and see what their needs are and implement a Continuum of Care Plan.

Mr. Cleland reported on upcoming fundraisers to be held in Dorris and surrounding community.

- Crab Feed, January 20
- OIT Winter Wings Festival, February 15-18
- Surf and Turf fundraiser, March 3
- Abalone dinner, May 5

Item 10:

Adjournment

Meeting was adjourned at 7:55 p.m.

Prepared by:

Carie Shaffer

Carie Shaffer, Administrative Assistant
Public Relations / Foundation

Respectfully Submitted:



Dawnie Slabaugh, Recording Secretary
Director - Public Relations / Foundation