

**College of the Siskiyou Foundation Board Meeting  
Minutes of July 26, 2011**

**Present:**

Sue Boston	Ronda Gubetta	Jack Runnels	Rand Roselli
Jack Cook	Randy Lawrence	Sharon Stromsness	Sharon Swingle (rep.)
Margaret Dean	Connie Marmet	Dennis Sbarbaro	
Rich Dixon	Greg Messer	Deborra Brannon	

**Staff Present:**

Dawna Cozzalio	Dawnie Slabaugh	Connie Warren
Renata Funke	Angel Fisher	

**Absent:**

Rennie Cleland	Robert Rice	Cheri Young	Kent Gross (staff)
Bob Davis	Robin Styers	Chris Vancil	Elaine Schaefer (rep.)

**ACTION ITEMS**

Item 1:           **Call to Order and Attendance**  
President Jack Cook called the meeting to order at 8:07 a.m. At that time, Mr. Cook presented Ms. Cozzalio with an award in excellence recognizing her for her time with the Foundation and the many accomplishments over the years.

**Regular Agenda:**

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

Item 3:           **Committee Reports**

- a) ***Scholarship*** –Ms. Slabaugh reported twelve awards were presented to high school senior recipients during their Awards Night or Graduation Ceremony and twenty COS student recipients have been notified they are 2011-2012 Foundation Scholarship Recipients. Total scholarship award amount for 2011-2012 is \$27,950. COS Foundation Scholarship amounts range from \$250 to \$3,000. Ms. Slabaugh also reminded the Board of the upcoming Scholarship Fundraising Dinner and Dessert/Coat of Many Colors Auction scheduled for August 27. She encouraged everyone to attend and support the Scholarship Program.
  
- b) ***Eagle’s Nest Advisory Committee (ENAC)*** – Ms. Fisher reported the Eagle’s Nest opened in its new location (123 Main Street) on May 18. Customer Appreciation Day was held on June 4 and sales for the day exceeded \$1,000. Sales for the month of June 2011 were really good. Ms. Fisher reported a gross profit of approximately \$10,000 for the month. During the first seven days of July, gross profit was approximately \$4,000 and Ms. Fisher said she expects the total sales for July to match or exceed sales in June. Overall, the Community is very excited with the relocation of the Shop and she said the Shop has been receiving lots of quality donations. To be able to better handle the volume of work and increased

donations, Ms. Fisher hopes to increase the number of volunteers who work each day in order to accommodate the excess donations. In addition, she has hired several new student workers who are paid through the College's Federal Work Study Program or the CalWORK's Program.

On July 6, the Eagle's Nest was recognized by the Weed Chamber of Commerce as the 2011 Non-Profit Organization of the Year. In addition, the Eagle's Nest won third place in the annual Weed Carnevale Parade for their float. Later this month, the Shop will be open for extended hours during the 4&20 Blackbird Music Festival to be held on Main Street on July 30.

A furniture round-up has been scheduled for August 8-10. Ms. Fisher is still researching costs for movers to assist with the round-up, but reported she has talked with Edgewood Custom Interiors and has been given a cost estimate for their services. A full day of service will include the cost of the truck, gas, and two staff members for \$400. Costs associated with the furniture round up have been included in the 2011/2012 Eagle's Nest budget.

Ms. Fisher said the Eagle's Nest has applied to the Siskiyou County Superior Court to become a "non-violent" community work service site for adults. She hopes to hear soon if the application has been approved.

- c) **Business Development Task Force** – Mr. Messer reported several initiatives are in progress. The COS Extension Program profited approximately \$6,000 in 2010/2011. Revenue is expected to increase to \$10,000 for 2011/2012. Ms. Funke reported the summer Tennis Camp offered by the COSX Program was very successful, but the Math Camp had to be cancelled due to lack of enrollment. She is beginning to work on the advertisement of fall semester classes as well as Program Review. Ms. Funke is also considering holding some of the COSX fall offerings in the recently vacated Eagle's Nest Shop (225 Main Street).

In June, the Board of Trustees approved acceptance of the Abused Child Prevention Grant. A position announcement for a part-time Administrative Assistant was posted and interviews for the positions were held.

- d) **Gift Acceptance** – Mr. Messer reported the Foundation Office should be receiving a check very soon from the Siskiyou Arts Council for the sale of the Kanis Artwork. He also told the Board the remaining pieces from the Kanis Collection and the Russian Collection have been transported back to the College and are being stored in the I-Tech Building. The new appraisal value for remaining items is approximately \$10,000.
- e) **Short Term Fund Development (STFD)** – Mr. Roselli reported the cost of firewood has been lowered to \$100 per cord. Since announcing the price reduction, sales have increased said Ms. Slabaugh. In addition to the firewood sales, the direct mail has been sent out and several donations have been received in response.
- f) **Investment Due Diligence** – Mr. Roselli reported the Investment Due Diligence Committee will be meeting in August to review the investment accounts.

- c) **Performing Arts Series (PAS)** – Ms. Marmet reported the next meeting is scheduled for August 9 after the Executive Committee meeting. The main topics to be discussed include finalizing programs for 2011-2012, seating and ticket prices, marketing and funding. Performances scheduled for 2011/2012 include: October 23 – USAF Band of the Golden West, November 18 – The Nutcracker performed by the Eugene Ballet Company, and March (TBA) – Let’s Go Science Show. Tickets will go on sale in September.
- g) **Communications** – Ms. Brannon said she has begun planning for an RHSI video using footage shot for a show on Healthcare recently. The footage features COS students and local healthcare professionals. She has talked with both Greg Messer and Jack Cook and just needs to clarify what the “final” project should be. Other ideas for promotion include working with Mr. Lawrence to develop a monthly column or regular feature stories about the Foundation and the State of the College.

**Consent Agenda:**

- Item 4: **Reading of the Minutes – April 26, 2011**  
The minutes of the April 26, 2011 meeting were approved.
- Item 5: **Approval of Treasurers Report**  
The Foundation Treasurers Report showing detail from July 1, 2010 to May 31, 2011 was approved.
- Item 6: **Approval of 2011/2012 Foundation Scholarship Recipients**  
The 2011/2012 Foundation Scholarship recipients were approved.
- Item 7: **Approval of 2011/2012 Foundation Budgets**  
The 2011/2012 Foundation budgets for COS Extension Program, Child Abuse Prevention Grant Fiscal Sponsorship, Eagle’s Nest and General Fund were approved.
- Item 8: **Approval of Revisions to COS Foundation Bylaws**  
Revisions to the COS Foundation Bylaws were approved.
- Item 9: **Date of Upcoming Foundation Board Meetings**
- October 22, 2011 – Regular Meeting / Board Retreat
- Item 10: **Upcoming Event Dates**
- Scholarship Dinner – August 27
  - PAS: USAF Band of the Golden West – October 23
  - PAS: The Nutcracker – November 18
  - Holiday Craft Fair – December 2 and 3

*Motion was made (Messer / Boston) to approve the consent agenda. Motion passed.*

**Non-Action Items / Reports:**

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

Mr. Lawrence reported Sonia Wright, Executive Director of the Napa Community College Foundation, has accepted the position of Director of Institutional Advancement and will begin her duties at COS on August 11. He has also asked Ms. Cozzalio to continue working with the Foundation and Ms. Wright in a transitional state through the fall semester.

Mr. Lawrence said the College announced the first \$1 million “chunk” to be cut from the 2011/2012 budget in May and should know by the end of July approximately how much more will need to be cut from the budget. He said the cut is expected to be less than originally anticipated and this is due to a proposal that recently worked its way through the system’s budget allocation committee. The proposal calls for a protection (or stabilization) from the effects of the workload reductions associated with the cuts. To over-simplify a bit, workload reductions are dollar for dollar reductions in our FTEs cap, and therefore funding, to correspond to the cut. Thanks to the initial idea and its constant advocacy by our own Steve Crow, the College just received notice this proposal was approved by the Chancellor and the State Board of Governors their most recent meeting.

Item 12: **Report from the Foundation President**

No report.

Item 13: **Report from the Foundation Executive Director**

Highlights from Ms. Cozzalio’s written report to the Foundation Board include:

- The Foundation Board of Directors hosted the annual President’s Gala Banquet and Awards Ceremony on May 14 with 85 guests in attendance to honor and recognize the 2010 donors and present three distinguished service awards: Lawrence Moran Distinguished Service Award to Dennis Freeman; Partner of the Year Award to Fairchild Medical Center, and Alumni of the Year Award to Karen Zeigler.
- The Foundation Golf Tournament was held June 5 with 28 teams of four (112 golfers) on the green at Lake Shastina Golf Resort. The day started out slightly overcast and chilly then turned warm and sunny. However, by start of lunch, the clouds had moved back in and it started raining. Even though the weather was not the greatest this year, we had many, many happy golfers. Approximately 1/3 of the golfers who played in this years’ tournament have supported the Foundation and College by playing in the tournament for the past five years or more. Special contests were held, an opportunity drawing, and prizes were handed out following a barbecue lunch to conclude the event. Total net profit from the tournament is \$9,000. These funds will be added to the fifth and final year campaign total of the Rural Health Sciences Institute Endowment. Special thanks go out to everyone who played or volunteered at the tournament.
- Angel Fisher and Ms. Cozzalio just returned from the National Association of Resale & Thrift Shop (NARTS) annual conference held the last week of June in Dallas, TX. This national association has over 2,400 members, lobbyists, and a voice in Washington, D.C. The annual conference provides valuable information on marketing, compliance, legislation on resale and recalled items, budgetary concerns, leases, staffing, and much more.

Item 14: **Adjournment**  
Meeting was adjourned at 9:24 a.m.

Respectfully Submitted:

A handwritten signature in purple ink that reads "Dawna Cozzalio". The signature is written in a cursive style with a large initial 'D'.

Dawna Cozzalio, Interim Executive Director  
COS Foundation

Prepared By:

A handwritten signature in black ink that reads "Dawnie Slabaugh". The signature is written in a cursive style with a large initial 'D'.

Dawnie Slabaugh, Recording Secretary  
COS Public Relations / Foundation