

**College of the Siskiyous
Foundation Board Meeting
Minutes of July 22, 2014**

Foundation Board:

Greg Messer	Scotty Thomason	Margaret Dean	Denise Mannion (CSEA)
Jack Cook	Rennie Cleland	Bob Winston	Dawnie Slabaugh
Sue Boston	Ronda Gubetta	Carol Cupp	Angel Fisher (staff)

Excused:

Deborra Brannon	Denny Sbarbaro (LOA)	Karen Tedsen (ASM)	Dennis Weathers (FAC)
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Absent:

Robin Styers

ACTION ITEMS

Item 1: **Call to Order and Attendance**
President Greg Messer called the meeting to order at 8:02 a.m.

Regular Agenda:

- Item 2: **Committee Reports**
- a) ***Investments & Finance*** –Mr. Cook reported at the last Investment Committee meeting, Consultant Mark Clure, Edwards Jones, reported the Foundation Investment Portfolio is running approximately .12% ahead of index and YTD is up 5.32%. Investments are slightly high in equity and stock portion (63.37%). Motion was made by the Investment Committee to make a 5% (\$150,000) adjustment to the account by moving funds from Growth and Income to Fixed Income. Consultant Clure also shared with the Investment Committee the market is due for a correction and recommended adjustments to the Foundation’s investment portfolio as soon as possible. The Investment Committee also reviewed the RHSI endowment’s annual spending policy and adjusted it from 4% to 5%. The next meeting for the Investment Committee will be held in October.
- b) ***Gift Acceptance***
- i. **Acceptance of Bequest (Estate of Leah Coplan)** – The Foundation Office recently received a trust payment from the estate of former Foundation Board member, Leah Coplan in the amount of \$40,000. No restrictions were placed on the bequest. The Executive Committee will address how best to apply it to the needs of the Foundation, College and Leah’s interests. The Gift Acceptance Committee formally accepted the bequest on July 7, the Executive Committee on July 8. *Motion was made (Dean / Gubetta) for the Foundation Board to accept the bequest and recommend acceptance by the Board of Trustees at their next meeting. Motion passed.*
- ii. **Update R.E. Organ Donation from St. Barnabas Episcopal Church** – Ms. Slabaugh reported paperwork is pending from St. Barnabas Episcopal Church for an electronic organ donated to the Music Department. Once paperwork is received the Gift Acceptance Committee will consider acceptance of the organ. *Motion was made (Dean / Gubetta) for the*

Foundation Board to accept the organ (pending receipt of the paperwork) and forward recommendation of acceptance by the Board of Trustees at their next meeting. Motion passed

c) **Board Governance –**

- i. **Renewal of Foundation Board Membership: Sue Boston –** *Motion was made (Dean / Gubetta) to approve renewal of Foundation Board membership for Sue Boston. Motion passed.*
- ii. **Appointment of Secretary –** *Motion was made (Gubetta / Boston) to approve appointment of Dawnie Slabaugh, Interim Foundation Director, to the Board and to the position of Secretary. Motion passed.*

d) **Scholarship –** Ms. Slabaugh reported a total of 53 scholarship applications were received from: Yreka High School (6), Weed High School (8), Mt. Shasta High School (3), Golden Eagle Charter School (2) Etna High School (1), Happy Camp High School (1), and COS Continuing Students (32). The total scholarship award amount for 2014/2015 is \$38,536. Ms. Slabaugh also announced the Scholarship Fundraising Dinner and Auction will be held Saturday, October 4.

e) **Enterprise Operations - Eagle's Nest and Vintage Nest Shops –** Ms. Fisher presented the following written report to the Board:

Volunteers: We had a very successful volunteer lunch at Strings in Yreka. In total 13 volunteers and their family members attended the lunch. The day was filled with sun, laughter, and good food. At the luncheon we recognized volunteers for their hours of service. There were five special recognition awards presented:

- Priscilla Dawson – 1800 hours (volunteer since 1998)
- Judy Hemphill – 1082 hours (volunteer since 2006)
- Sally Thornton – 1069 hours (volunteer since 2006)
- Georgia Serna – 1134 hours (volunteer since 2005, passed away in Feb.)
- Margaret Lane – 5277 hours (volunteer since 2001)

This years' EN Volunteer of the Year award was presented to Jean Rucker. Jean has been a volunteer since 2012. Although she has only been a volunteer for two years, her passion, dedication, and enthusiasm earned her the title for 2014. We surprised Jean by inviting her family to this special occasion.

Since opening the Eagle's Nest in 1007, we have had 42,734 hours of volunteer time generously donated to our cause. If we were to multiply these hours by the current wage of \$8/hour, it would total \$341,872. In addition, the Shop has raised approximately \$600,000 since opening. Starting in September, Fisher and two of the EN/VN volunteers will begin scheduling presentations at local community organization events to speak about volunteerism and the Shops.

Events: Customer Appreciation Day was held May 31 and was quite a success. There was a steady stream of people in both the Eagle's Nest and Vintage Nest

Shops during the day. Combined store sales for the day totaled \$1,084. In July, the Shop held a “Carnival of Savings” event during the week of the Weed Carnevale.

Community Involvement / Connections: Ms. Fisher served as a mentor for Weed High School senior, Jillian Neal, on her senior project. Ms. Neal’s project was called Operation Shoe Box. This is a program that collects items for female soldiers who are serving in foreign wars. She held a “shoebox” drive for two weeks at the Eagle’s Nest and was very pleased with the support received from the community. Jillian will be attending COS in the fall.

Vintage Nest: Ms. Fisher said “word is getting out” in the antiquing business that Weed has an antique store. Several buyers and shop owners from Oregon and Washington stop in regularly to see what is available at the Vintage Nest. Ms. Cupp recommended placing an ad for the Vintage Nest in an “antique” guide magazine.

f) **Fund Development**

- i. **Friend / Fund raising for 2014/2015** –Ms. Slabaugh asked for volunteers to participate on the new Fund Development Committee. This committee will discuss strategies for increasing community awareness and participation in events. Activities will be informational and fun/social. Mr. Cook said he is interested in bringing the Golf Tournament back to the community next summer. Mr. Messer requested Mr. Cook prepare a proposal for the golf tournament with budget and present it to the Executive Committee.
- ii. **Community Education: Summer / Fall Programs** – Camp Broadway is currently underway and is a theater program for children ages 8 to 13. Thirty-six kids are participating in this four-week music/theater camp directed by Wendy James. Three performances are scheduled at the conclusion of camp. Fall programs scheduled include: Ballroom Dancing in Weed and Yreka, Community Fitness, Yoga, Senior Theater, Junior Tennis Camp, and Belly Dancing.
- iii. **External Fiscal Sponsorships**
 - a. **MOM Grant** – Ms. Slabaugh reported the Foundation will continue to serve as fiscal sponsor for the MOM Grant in 2014/2015. Funding amount for the year has not been announced.
 - b. **Hearst Grant** – Ms. Slabaugh reported summer art programs are underway in Montague and Yreka. Classes are also being offered for youth on probation as part of the Juvenile Justice Program. A used van has been identified to be the Siskiyou “Arts Cart,” and will be purchased soon for approximately \$8,500.

Consent Agenda:

- Item 4: **Approval of Meeting Minutes – April 22, 2014**
The Board reviewed the Foundation meeting minutes of April 22, 2014.

Item 5: **Approval of 2014/2015 Foundation Budgets**
The Board approved the 2014/2015 Foundation Budgets for: General Fund, Eagles Nest, Vintage Nest, Scholarship, COS Extension, and RHSI Endowment.

Item 6: **Treasurers Report – Review of Foundation Fiscal Report**
The Board reviewed the Foundation fiscal report for the period of July 1, 2013 through May 31, 2014.

Item 7: **Upcoming Foundation Board Meetings:**

- October 21, 2014, 8AM (COS Board Room)
- January 20, 2015, 8AM (COS Board Room)
- April 21, 2015, 8AM (COS Board Room) – or Foundation Retreat (Alternate Date)
- July 21, 2015, 8AM (COS Board Room)

Item 8: **Upcoming Meetings / Event Dates:**

- Campuses Closed on Fridays – June 6 through August 8, 2014
- Memorial Service for Sharon Stromsness – July 26 at 10 am (St. Barnabas Church)
- Memorial Service for Karen Cross – August 2, 11AM (1230 Pine Grove Drive, MS)
- FDN Executive Committee Meeting – August 12, 8 am (COS Board Room)
- Fall Semester Begins – August 18
- FDN Scholarship Committee Meeting – August 20, 1 pm (COS Board Room)
- Labor Day Holiday: Campuses Closed – September 1

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

Non Action Items / Reports:

Item 9: **Report from the Office of the President**
Mr. Thomason reported the college 2014/2015 final budget will be approved by the Trustees in September. Enrollment is down about 200 FTES which affects the amount of funding received from the State. Instructional service agreements with NOLS, FIELD, and the SF Police Academy are helping keeping enrollment steady. Thomason said staff and faculty are working very hard to stop the decrease. COS will have an opportunity to recover the lost FTES without being affected by the system-wide growth calculations. With that in mind, the college is looking at strategies to increase enrollment and meet student needs by offering additional late start classes, maximizing scheduling efficiencies, and more.

The campus has been very busy preparing for the beginning of the fall 2014 semester. Planning is underway for Staff Orientation Day to be held August 14. During the day, staff will attend sessions focused on moving COS towards being a healthy vibrant California Community College.

The second significant challenge COS will be facing this year is preparation and writing of the next Accreditation Self Evaluation which is due March 2016. Accreditation co-chairs, Dr. Gregory South and Dr. Steve Reynolds, are in the process of mobilizing the campus to address this project. Mr. Thomason reported the Special Fiscal Report to the Commission was completed and submitted as required earlier this year and the

Commission acted to accept this report at its June meeting. The Commission accepted the college's report and directed COS to complete another Special Fiscal Report due March 2015 which must address the funding of Post-Retirement Health Benefits for the college. Payments for this purpose will be included in the final FY 2014-2015 budget that will be approved by the Board of Trustees at their September 2. This action should fully address the concern of the Accreditation Commission.

Item 10: **Adjournment**
Meeting was adjourned at 9:05 a.m.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Dawnie Slabaugh". The signature is written in black ink on a white background.

Dawnie Slabaugh, Recording Secretary
COS Public Relations / Foundation