

**College of the Siskiyous
Foundation Board Meeting
Minutes of October 21, 2014**

Foundation Board:

Greg Messer	Rennie Cleland	Bob Winston	Dawnie Slabaugh
Sue Boston	Ronda Gubetta	Dawna Cozzalio	Donna Farris (CSEA)
Scotty Thomason	Margaret Dean	Denny Sbarbaro	Karen Tedsen (ASM)

Excused Absence:

Carol Cupp	Dennis Weathers (FAC)	Angel Fisher (staff)
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ACTION ITEMS

Item 1: **Call to Order and Attendance**
President Greg Messer called the meeting to order at 8:05 a.m.

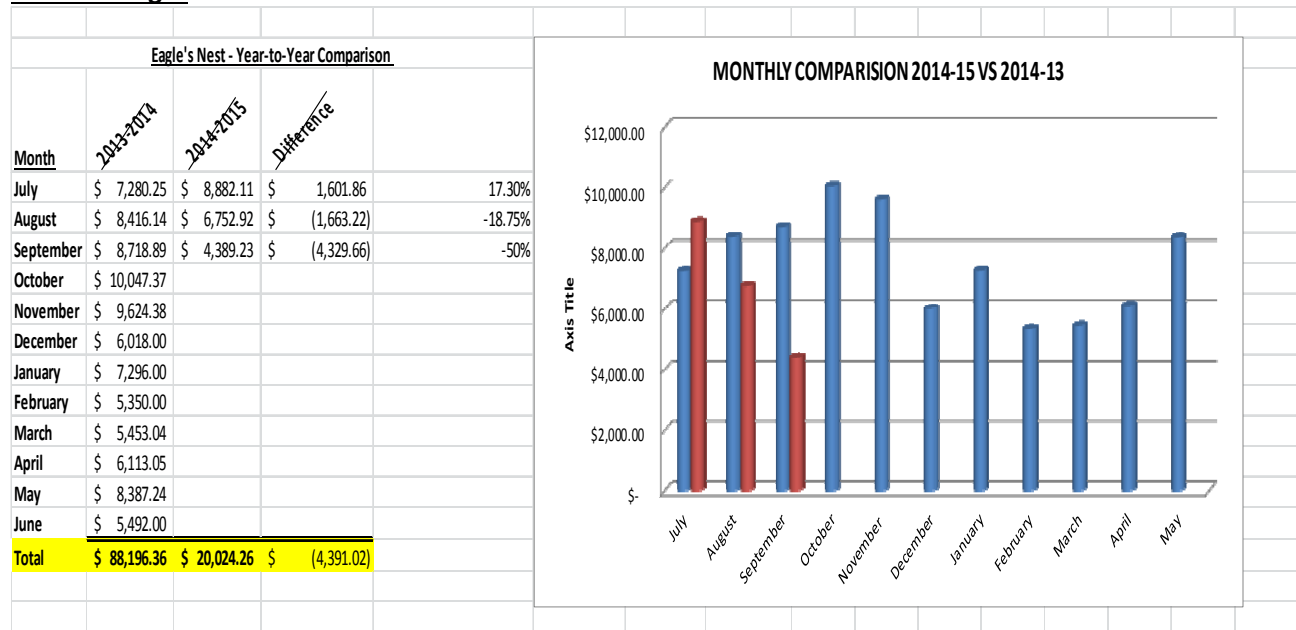
Regular Agenda:

Item 2: **Committee Reports**
a) ***Enterprise Operations - Eagle's Nest and Vintage Nest Shops*** – Ms. Fisher presented the following written report to the Board:

The day of September 15 was devastating to many of us in this small town. We at the Eagle's Nest were the "First Responders" for helping the community in this desperate time. As many of you may already know the day and the week after the fire, we opened the doors to the fire victims and helped however we could. The first day we helped about 15 people get clothing, shoes, blankets, etc. Throughout the week we helped 100 people with clothing, shoes, and hygiene items. We very quickly became the donation location for people trying to help. By Thursday, September 16, the Red Cross, Salvation Army, and Great Northern Food Bank had been officially set up, at this point we had Edgewood Interiors come and relocate the massive amounts of donations to their official locations. We had about 10 COS students come and help with relocation. These kids were surprised by the overwhelming amount of donations. Nonetheless, they dug in and got the job done. In addition, we had four of the baseball boys helping every day during the week. I personally would like to thank Derek Oetkun, Travis Buzieki, Tyler Daily, and Jake Wilson, as well as COS student Caitlin Callaway, for their endless help, compassion, and for their laughter during this very difficult time. These students showed such maturity and dedication to our community. It was a proud moment!

The remainder of the month has been extremely slow in sales, and extremely busy in donations. Many of the people are just starting to get back into homes and reestablish their lives. My hope is they will shop local, and sales will turn around at some point. I spoke with Scotty earlier last week and we both agree, the next couple of months may be quite rocky as far as sales go. I am working on revising our sales plan for the remainder of this calendar year.

Sales – Budget



<u>Vintage Nest- Year-to-Year Comparison</u>						
Month	2013-2014	2014-2015	Difference	Vintage Nest	Eagles Nest	Total Combined
July		\$ 1,789.45	\$ 1,789.45	\$ 1,789.45	\$ 8,882.11	\$ 10,671.56
August		\$ 3,640.74	\$ 3,640.74	\$ 3,640.74	\$ 6,752.92	\$ 10,393.66
September		\$ 2,256.74	\$ 2,256.74	\$ 2,256.74	\$ 4,389.23	\$ 6,645.97
October						
November						
December						
January						
February	\$ 2,878.51					
March	\$ 3,093.65					
April	\$ 3,152.09					
May	\$ 1,866.17					
June	\$ 1,535.78					
Total	\$ 12,526.20	\$ 7,686.93	\$ 7,686.93			

b) **Investments & Finance** –Mr. Messer reported at the last Investment Committee meeting, Consultant Mark Clure, Edwards Jones, reported the Foundation Investment portfolio balance as of July 2014 is \$2,980,898, portfolio value is up approximately 5.32% since July 1, and YTD the value is up 87% running slightly ahead of the index. At the meeting, Mr. Clure recommended “knocking down” the dividend paying side of accounts (approximately 5% = \$150,000) from Growth and Income and move to a defensible position in Fixed Income. The Investment Committee agreed with Mr. Clure’s recommendation and the funds will be moved from RHSI/Title III (\$60,000) to cash and the rest as identified or needed to balance the account. The next meeting for the Investment Committee will be held in January. All Foundation members are invited to attend should they wish to do so.

c) **Gift Acceptance** - No gifts pending at this time.

- d) **Board Governance** –
- i. **Renewal of Foundation Board Membership: Denny Sbarbaro** – *Motion was made (Boston / Dean) to approve renewal of Foundation Board membership for Denny Sbarbaro. Motion passed.*
 - ii. **Approval of New Foundation Board Member** – *Motion was made (Boston / Dean) to approve Dawna Cozzalio as a new board member. Motion passed.*
 - iii. **Acceptance of Board Member Resignation: Deborra Brannon and Jack Cook** – *Motion was made (Boston / Dean) to accept resignation from the COS Foundation Board from Deborra Brannon and Jack Cook. Motion passed.*
 - iv. **Approval of Retirement of Foundation Board Member: Robin Styres** – *Motion was made (Boston / Dean) to approve retirement of Board member Robin Styres due to term expiration. Motion passed.*
- e) **Scholarship** – Ms. Slabaugh reported the Scholarship Fundraising Dinner and Auction held Saturday, October 4 was one of the best attended events in many years. She anticipates once all the bills have been paid and money has been received, the event profit will be approximately \$7,500.
- f) **Fund Development**
- i. **Friend / Fund raising for 2014/2015** – Mr. Sbarbaro discussed plans for the 2015 Golf Tournament. The 2015 Golf Tournament will be held Saturday, July 11, 2015 at the Lake Shastina Golf Resort. Funds raised at the tournament will support the COS Athletic Department and help with the purchase of new uniforms for the teams (specifically Men’s and Women’s soccer – new fall 2015).
 - ii. **Community Education: Fall Programs** – Ms. Slabaugh reported fall classes are under way and the Senior Theater class will present “Monkey Business” as its fall presentation later in October. The following extension classes were scheduled for the fall semester: Ballroom Dancing in Weed and Yreka, Community Fitness, Yoga, Senior Theater, Junior Tennis Camp, and Belly Dancing. Of the classes scheduled, two were canceled due to low enrollment (Ballroom Dancing and Gentle Yoga).
 - iii. **External Fiscal Sponsorships**
 - a. **MOM Grant Renewal**– 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 Foundation Grant / Partnership with SAC** – Ms. Slabaugh reported the Siskiyou Arts Council (SAC) has requested an extension to the timeline of the grant and the Hearst Foundation is agreeable to extending the grant through June 30, 2015. All other details of the grant will remain the same (no changes).

- Item 3: **New and/or Unfinished Business**
Ms. Slabaugh provided information on the newly established Textbook Assistance Program. This program was established in response to the Boles Fire. Several COS students lost their books and materials in the fire and this program was been established to replace those lost possessions. To date (10/21/14), \$3,120 has been donated to the program and 10 students have received new books and supplies.

Consent Agenda:

- Item 4: **Approval of Meeting Minutes – July 22, 2014**
The Board reviewed the Foundation meeting minutes of July22, 2014.
- Item 5: **Treasurers Report – Review of Foundation Fiscal Report**
The Board reviewed the Foundation fiscal report for the period of July 1, 2013 through June 30, 2014.
- Item 6: **Upcoming Foundation Board Meetings:**
- 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 7: **Upcoming Meetings / Event Dates:**
- Campus Closed (Veteran’s Day) – November 11, 2014
 - Holiday Craft Fair – December 5 and 6, 2014
 - COS Employee Christmas Party – December 12, 2014
 - Campus Closed for Winter Break – December 24-January 1
 - Foundation Executive Committee Meeting – January 13, 2015
 - Foundation Investment Committee Meeting – January 13, 2015
 - COS Board of Trustees Monthly Meeting – January 13, 2015

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

Non Action Items / Reports:

- Item 8: **Report from the College President**
Mr. Thomason said the Boles Fire on September 15 has impacted many of the students and employees at the college. Several employees lost their homes or have been displaced due to extensive damage. COS has had many opportunities to assist our community. We expect that rebuilding will take quite some time and we look forward to ongoing and new opportunities for COS to support our community.

All Campus Planning Day was held October 10. Mr. Messer did a fantastic job presenting the Foundation Mini Grant awards.

Mr. Thomason reported the College has started the Classification Study/Salary Survey. This process has been something employees have all been looking forward to starting for the past year.

The spring 2015 class schedule is near completion and priority registration is set to begin November 10. Open registration will begin November 17. The spring semester will begin January 12, 2015.

Enrollment seems to be down a little when compared to Fall 2013 Semester. Hopefully, we can now focus on attaining the growth in FTES that will provide increased funding that may be included in this year's budget. COS is pursuing several opportunities for increasing FTES for the spring 2015 semester to be able to fully restore the funding that is received from the State.

Item 9: **Report from the Foundation Office**

Ms. Slabaugh told the Board the Public Relations / Foundation and Grants Offices are now located in the "bungalow" behind Eddy Hall next to the parking lot (Building 95).

In September, the COS Foundation recently received a donation from Keenan & Associates which will be used to support COS students and staff who have been directly impacted by the Boles Fire in Weed.

Ms. Slabaugh reported the Foundation received 27 mini grant requests for funding. A task force consisting of representatives from: classified, administrative support, faculty, and the foundation. Sixteen grant requests were approved for funding in 2014/2015 and the recipients for 2014/2015 were announced on Planning Day (October 10).

The 17th Annual COS Holiday Craft Fair will be held on Friday evening, December 5 (5 to 8 p.m.) and Saturday, December 6 (9 a.m. to 3 p.m.) at the COS Weed Campus in the gym. Foundation members are invited to volunteer at the event.

Item 10: **Adjournment**

Meeting was adjourned at 9:12 a.m.

Respectfully Submitted:



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