

College of the Siskiyous Auxiliary Foundation Board of Directors
Regular Board Meeting (Via Zoom – Video Conference)
Minutes of April 21, 2020

Foundation Board of Directors:

Dawnie Slabaugh	David Gault	Denise Mannion	Stephen Schoonmaker
Madeleine Ayres	Amy Lanier	Rennie Cleland	
Darlene Melby	Bruce Deutsch	Ron Slabbinck	

Excused Absence:

Robert Winston	Ronda Gubetta	Kathy Koon	Marie Green
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Unexcused Absence:

Linda Romaine	David Clarno	Denny Sbarbaro	
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Staff:

Carie Shaffer	Angel Keen		
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Guests:

Maggie Crowder

ACTION ITEMS

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

Regular Agenda:

Item 2. **Update: Living Memorial Trees / Commemorative Action**
Due to COVID-19 and the “Stay at Home” order by the Governor, the Foundation was unable to celebrate on April 20 as planned. The new plan will incorporate POST, Fire Academy and Dr. Slabbinck’s music classes. The benches ordered have been delayed due to COVID-19, but will arrive soon. The plaque is also ready for pickup.

Motion was made (Slabbinck/Ayres) to reschedule the Living Memorial Tree Celebration to September 11, 2020. Motion passed.

Item 3. **Committee Reports**

a) Investments & Finance:

- i. ***2020/2021 Foundation Budget Update*** – Development of the 2020/2021 Budget is well under way. Nothing has changed in the Foundation Budget.

The Investment Committee held their First Quarter meeting on April 21 with Consultants from Sand Hill Investments. Due to COVID-19, there has been a lot of volatility in the market. The Foundation investments were down 13% at the end of the 1st quarter and as of April 20, the investments re-gained 5% which equals a 9% total decrease.

- ii. **Review of Foundation Tax Return for Fiscal Year Ending 2019** – Motion was made (Slabbinck/Melby) to take action by email vote acknowledging receipt of the 2018-2019 Foundation Tax Return by board members via email and recommendation to submit. Motion passed.

- b) **Executive & Board Governance - COS Enterprise (Independent) Foundation:** Dr. Schoonmaker reported the COS Independent Foundation has established a board who are very interested in the Eagle’s Nest and other enterprise operations. Once the government has ‘reopened’ the group will resume meeting and next step planning.

- c) **Enterprise Operations - The Eagle’s Nest:** Ms. Keen reported The Eagle’s Nest was having a good year before COVID-19 hit and the Shop had to close to the public. Since closing, Ms. Keen and several volunteers have been using the closure to deep-clean, purge, sort, and sanitize the entire Shop. Two student workers were also recently hired to work for the remainder of the spring semester. In addition, with the closure it is an opportune time to have the floors professionally cleaned before reopening. Ms. Keen said she would like to open a couple days a week doing outside sales in the parking lot but this is dependent on state and federal mandates regarding essential businesses. She also announced the Volunteer Appreciation Luncheon scheduled for April 25 will be rescheduled for later in the summer or early fall.

- d) **Scholarship:**
 - i. **2020/2021 Scholarships** - Ms. Slabaugh reported the Scholarship Reader Committee met April 21 and had a very productive meeting. Approximately 39 scholarships will be awarded for the 2020/2021 school year. Award letters will be mailed to students prior to the end of the semester.

 - ii. **Siskiyou Promise Update** – As of April 13, the College has received 100 applications for the 2020/2021 school year. In addition, Ms. Slabaugh provided an update regarding a recent incident with the parent of a Foundation scholarship recipient. The parent is very unhappy with the payment distribution process used this year for Foundation scholarships as well as other departments and services on campus and has been very vocal about her displeasure. The District is working to resolve this situation as more than one department have been involved.

- e) **Donor Development:** Ms. Slabaugh reported Donor Development has been put on hold during the COVID-19 crisis. Mr. Gault mentioned he is willing to work on some projects if needed and he and Dawnie will discuss some ideas.

Dr. Schoonmaker would like to start a fundraiser for students who may need additional financial help during this crisis and has drafted an appeal letter for mailing. This letter will be sent using Constant Contact and will the link to Paypal for payment with a credit card.

Motion was made (Deutsch/Cleland) to distribute the appeal letter by email. Motion passed.

- f) **Alumni Association:** Mr. Deutsch would like to reach out to our Alumni via Zoom and have a community meeting. He will look into this further and contact the Committee with details.

Item 5:

New and/or Unfinished Business

No new or unfinished business was discussed.

a) Upcoming Events (2020)

- Back to School BBQ – August 21, 2020
- Siskiyou Promise Reception – August 22, 2020
- Scholarship Dinner – September 26, 2020
- North State Giving Tuesday – December 1, 2020
- Craft Fair – December 4 and 5, 2020

b) Planned Giving Information Sessions – On hold due to COVID-19 crisis.

Consent Agenda:

Item 6:

Approval of Meeting Minutes – February 18, 2020

The Board reviewed the Foundation Board meeting minutes of February 18, 2020.

Item 7:

Treasurers Report – Review of Foundation Fiscal Report

The Board reviewed the Foundation Fiscal Report for the period of July 1 – February 29, 2019 as well as the Eagle’s Nest Shop Fiscal Report for the period of July 1 – March 31, 2020.

Item 8:

Date of Upcoming Foundation Board Meetings

The next regular meeting of the Foundation Board of Directors will be Tuesday, May 19, 2020 at the Weed Campus Board Room beginning at 5:30 p.m. (pending State/Federal social and physical distancing guidelines).

Item 9:

2020 Upcoming Events

Activity calendars for the months of May and June 2020 were distributed to the Board.

Motion was made (Slabbinck/Melby) to approve the consent agenda as presented. Motion passed.

Non Action Items / Reports:

Item 10:

College / Campus Update

Dr. Schoonmaker provided the following update:

- The College has redesigned every part of the College during the COVID-19 crisis. Approximately 90% of the staff and faculty are working remotely. Spring semester classes were transitioned to remote instruction. Every plan in place had to be revised multiple times to keep up with the rapid changes at the State level.
- Dr. Schoonmaker thanked all the staff and faculty for all of their hard work implementing the changes.
- The College is doing alright and moving forward.
- There is a lot of planning going on right now for upcoming events and activities, such as Graduation. A survey will be sent to students requesting feedback on planning. Graduation may be pushed back to May 22, and held as a virtual graduation; or a possible Ceremony in August; or they can participate in the 2021 Graduation ceremony.
- Summer classes will mostly be taught online. The College is working on ways to accommodate the Summer Jazz and Choir Camp and Upward Bound for the summer.
- The College is planning for in-person classes in the fall, but will be prepared for any situation. The Business Office is working on disaster accounting during the COVID-19 crisis and the College hopes to be able to recover some of the costs incurred. The College has also

purchased more laptops for students to rent, along with power inverters. Food services, Basecamp HQ, and lodging are still operating on campus.

Item 11: **Adjournment**

The meeting was adjourned at 6:58 p.m.

Prepared by:

Carie Shaffer

Carie Shaffer, Administrative Assistant
Public Relations & College Foundation

Respectfully Submitted:



Dawnie Slabaugh, Director
Public Relations & College Foundation