

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

Foundation Board:

Greg Messer	Ronda Gubetta	Carol Cupp	Dawnie Slabaugh (staff)
Scotty Thomason	Margaret Dean	Karen Tedsen (ASM)	Angel Fisher (staff)
Deborra Brannon	Robert Frost	Dennis Weathers (FAC)	
Rennie Cleland	Sonia Wright	Denise Mannion (CSEA)	

Excused:

Denny Sbarbaro (LOA)	Bob Winston	Robin Styres
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Absent:

Jack Cook

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: **New and/or Unfinished Business**
Dr. Frost proposed the Foundation Board consider purchasing two pieces of art by former COS student, Faith Sponsler, to be added to the permanent collection owned by the college. In past years, artwork was paid for by the Elin Greta Marrs scholarship fund which provided funding for a \$500 art scholarship and a \$500 piece of art purchase. Frost said the Art Department faculty supports the purchase of art for the collection. Mr. Weathers said the college does have a sizable collection of art on campus and he volunteered to catalog the collection for historical purposes. He also mentioned there are several upcoming student arts shows and invited members of the Foundation Board to attend.

Mr. Messer said the proposal needs to be approved by the Scholarship Committee as the funding for the purchase is paid from a scholarship account and requested Ms. Slabaugh research history on the Marrs scholarship fund as well as an account balance to see if the purchase could be made from the account or if another funding source will need to be identified. The proposal to purchase the art may also need to be taken to the Gift Acceptance Committee for discussion. Mr. Thomason suggested the Foundation Board consider approving the purchase of art by Faith Sponsler with the funding source to be identified based on recommendations from the Scholarship Committee and Gift Acceptance Committee.

Motion was made (Frost / Brannon) to purchase two pieces of art by Faith Sponsler to be added to the college's permanent art collection. (The funding source will need to be identified.) Motion passed.

Item 3:

Committee Reports

- a) ***Investments & Finance*** –The next Investment Committee meeting is scheduled for May 13 at 10 a.m. in the Board Room.
- b) ***Board Governance*** – Mr. Messer said there has not been any activity by the Foundation Board Governance Committee due to the Committee Chair’s absence. Now that the Chair has returned, a meeting date and time will be set. Items of focus include: Board member terms, proposed update to Investment Policy Statement, and updating of the Foundation Handbook.
- c) ***Scholarship*** – The Scholarship Committee will be meeting April 23. Items to be discussed include: planning for the 2014 fundraising dinner event, scholarship presentations, and awards for 2014/2015. The Scholarship Readers will also be meeting April 23 to select 2014/2015 scholarship recipients.
- d) ***Fundraising*** – Ms. Wright reported on the following fundraising efforts:
 - **MOM Grant** – This is a state grant that is currently in the final year of a 3-year cycle. Jerry Endres, grant manager, has applied for a continuing 1-year grant. As the fiscal sponsor, the Foundation receives 10% of the grant to cover indirect costs. Due to available funding, if awarded a new cycle, the indirect received will be less.
 - **Hearst Grant** - In December 2013, the Foundation received the \$50,000 grant award from the Hearst Foundation to support the expansion of the Arts Bus project. Karen Tedsen, COS Grants Coordinator, is working with the Siskiyou Arts Council to administer the grant award.
- e) ***Enterprise Operations - Eagle’s Nest and Vintage Nest Shops***–Ms. Fisher reported she is in need of new volunteers for the Shop. Many of the regular volunteers have been ill, out of town, or have lost interest in volunteering in the Shop. She currently has 13 regular volunteers and three student workers who are rotating between the Eagle’s Nest and Vintage Nest Shops.

Sales are down approximately \$8,507 for the year. Ms. Fisher said nationwide, thrift shop sales are also down. However, if you were to combine sales for the Eagle’s Nest with the Vintage Nest, we are right on track. Fisher also reported the Vintage Nest is beginning to see a lot of repeat customers who come in on a regular basis to see what is new in the Shop.

Ms. Fisher shared with the Board a concern she has regarding street crossing. There is not a cross-walk on Main Street at the point between the Shops. She said she informally asked a City Council member if it was possible to add a crosswalk and was told adding a crosswalk makes the city “liable for injuries.” Ms. Dean and Ms. Gubetta said they have also asked about crosswalks on Main Street as it is a big concern and were told the same thing. Mr. Messer said he would contact Bob Winston as he is the attorney for City of Weed and see what he knows.

Upcoming events:

- Customer Appreciation Day – May 31 at the Eagle’s Nest
- Volunteer Appreciation Lunch – May 17 at Strings in Yreka

- **Gift Acceptance** — In February, the Welding Department received donated equipment from NorCal Products in Yreka. The Gift Acceptance Committee discussed the donation and recommended the Executive Committee approve the donation. Equipment donated included:
 - 2-Miller 250 TIG Welding Machines (Value - \$8,500/machine)
 - 1-Miller 350 TIG Welding Machine (Value - \$10,500)

Motion was made (Frost / Cleland) to accept the Gift Acceptance Committee's recommendation to accept the donation of welding equipment from NorCal Products in Yreka. Motion passed.

Item 4: **Approval of Retroactive Pay for EN Supervisor Position (Reclassified Position)**

In January 2014, the COS Board of Trustees approved the reclassification and retroactive pay for the Eagle's Nest Shop Manager. At that time the retroactive salary payment was applied 100% to the Foundation for wages and benefits.

For the fiscal period of 2012/2013, the Foundation paid the salary (excluding benefits) for the Eagle's Nest Shop Coordinator, the remaining portion of salary and benefits was paid by the District. Beginning with the 2013/2014 fiscal year, the Eagle's Nest Shop Coordinator salary and a portion of the benefits is being paid by the Foundation. Mr. Messer said the retroactive payment will be readjusted and credited properly and requested a motion from the Board to approve the expenditure.

Motion was made (Brannon / Wright) to approve the expenditure for the retroactive payment. Motion passed.

Consent Agenda:

Item 5: **Approval of Meeting Minutes – January 28, 2014**

The Board reviewed the Foundation meeting minutes of January 28, 2014.

Item 6: **Approval of Foundation Fiscal Sponsorship – Science Outreach Club**

The Board approved Foundation Fiscal Sponsorship of the newly established COS Science Outreach Club. Funds raised by the new club will support science outreach activities at COS and in Siskiyou County schools.

Item 7: **Treasurers Report – Review of Foundation Fiscal Report**

The Board reviewed the Foundation fiscal report for the period of July 1, 2013 through February 28, 2014.

Item 8: **Upcoming Foundation Board Meetings:**

- July 22, 2014, 8AM (COS Board Room)
- October 28, 2014, 8AM (COS Board Room)

Item 9: **Upcoming Meetings / Event Dates:**

- FDN Scholarship Committee Meeting – April 23, 1PM (Board Room)
- FDN Scholarship Readers Meeting – April 23, 2PM (Board Room)
- Foundation Executive Committee Meeting – May 13, 8AM (Board Room)
- FDN Investment Committee Meeting – May 13, 10AM (Board Room)

- COS Commencement – May 16, 8PM (Gym)
- EN Volunteer Appreciation Luncheon – May 17, 11:30AM (Strings Restaurant, Yreka)
- Spring Semester Ends – May 22
- EN Customer Appreciation – May 31 (Eagle’s Nest Shop)
- COS Campuses Closed – May 26 (Memorial Day) and May 27 (Furlough Day)
- Summer Session Begins – June 2
- Campuses Closed on Fridays – June 6 through August 8, 2014

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

Non Action Items / Reports:

Item 10: **Report from the Office of the President**

Dr. Frost reported it has been a very busy spring semester. The college recently submitted a special report to the ACCJC for accreditation regarding finances. The 15-page report included information about the college finances over a period of time going back 3 to 5 years and detailed how COS stabilized budgetary processes, etc. Dr. Frost said much of the information that needed to be addressed pertained to issues before he came to COS.

Dr. Frost said he has also been to many local community meetings and events. Most recent was a visit to Belcampo with CDEC. There is a lot of interest in the community for economic development and workforce development. One new development is a possible partnership with the US Geological Survey who is specifically interested in working with Dr. Bill Hirt to provide a 3-day workshop on the geological science of our local region and mountain. The project will support a workshop for Native American youth from our region to learn science, study the mountain, and hopefully experience the excitement of learning in a college setting. No date has been set for the training, but Frost is optimistic this can be the beginning of a long-term learning partnership.

Overall, the college is working hard to stabilize enrollments and predicting it will be in line with figures for 2012/2013. The county population over the next several years will really have an impact on enrollments. Dr. Frost referred to a recent presentation by Bart Scott, the new Director of Research and Evaluation at the college. Scott’s presentation included information on changes to the county’s population from 2000 to 2010 based on census data. The data shows there is a definite decline in the population and the shift in age demographics for COS students. COS needs to continue to work on retaining students while also developing and then implementing plans for meeting the needs of the community in order to grow.

Item 11: **Report from the Director of Institutional Advancement**

Ms. Wright announced to the Board she has submitted her letter of resignation as the Director of Institutional Advancement due to personal reasons. Her last day on campus will be June 30.

Item 12: **Adjournment**

Meeting was adjourned at 9:25 a.m.

Respectfully Submitted:

A handwritten signature in cursive script that reads "Sonia R. Wright".

Sonia Wright, CFRE
Director - COS Institutional Advancement

Prepared By:

A handwritten signature in cursive script that reads "Dawnie Slabaugh".

Dawnie Slabaugh, Recording Secretary
COS Institutional Advancement (Public Relations / Foundation)