

**College of the Siskiyous
Foundation Board Meeting
Minutes of
October 18, 2017**

Foundation Board:

Dawna Cozzalio	Wes Dutt	David Gault	Karen Copsey
Susan Boston	Margaret Dean	Linda Romaine	Susan Westphal
Dawnie Slabaugh	Bruce Deutsch	Rennie Cleland	Carol Cupp
Darlene Melby	David Clarno	Greg Messer	

Staff

Angel Fisher
Carie Shaffer

Excused Absence:

Amy Lanier	Denise Mannion	Stephen Schoonmaker
Bob Winston	Ron Slabbinck	
Susan Westphal	Mark Healy	
Dennis Sbarbaro	Logan Smith	

ACTION ITEMS

Item 1: **Call to Order and Attendance**
President Dawna Cozzalio called the meeting to order at 5:25 p.m.
Roll call was held and members introduced themselves.

Regular Agenda:

Item 2: **Committee Reports**

a) ***Enterprise Operations***

i. **Community Education** - Ms. Slabaugh reported Community Education is no longer an activity of the Foundation. It has been moved to Instruction, under Non-Credit with Kim Freeze overseeing.

ii. **Eagle's Nest Shop / EN Future Advancement Team Update** – Angel Fisher reported on how well the first quarter has been for the Eagle's Nest. This is the first October to reach \$12,000 in sales. Her goal is to reach \$150,000 in sales this year and \$200,000 next year. A new volunteer started two weeks ago, work study students are working out well, and a new student will be starting tomorrow.

In August was the "End of the Year BBQ" for Eagle's Nest volunteers was held at the end of August with 26 people out of the 28 invited in attendance. Wes Dutt received the "Volunteer of the Year" award for 2017. The "Fall Meet and Greet" was held October 16 to meet the volunteers and see what's new at the Shop. Ms. Fisher said this was the best Meet and Greet they have had. It was well attended and the Eagle's Nest made around \$800 in sales during the two hour event. Ms. Cozzalio commented that the store was beautifully decorated.

b) **Investments & Finance**

Mr. Messer reported the Investment Committee has met twice since the July Foundation Board meeting. The Committee reviewed the Investment policy to see if any changes need to be made and determined none were needed.

At the last meeting (October) it was suggested Mark Clure, Consultant, investigate making adjustments to the balance of the Growth and Income area. Since beginning the Investment portfolio, the Foundation investments have grown an average of 9.975%.

- i. **Foundation Mini Grants** - Mr. Messer reported on the Mini-Grant Readers meeting. The Foundation awards \$1,000 mini-grants to COS departments and staff that meet the criteria of a submitted grant proposal. Budget is \$10,000, but we are hoping the Executive Committee will approve another \$2,000 in order to fund additional requests. The approved applicants will be announced at the All Campus Staff meeting to be held November 3.

c) **Gift Acceptance**

Ms. Slabaugh reported on the Confined Space Tank received by the COS Fire Program earlier this spring. The tank has been determined to be a College asset instead of the Foundation's. Therefore; the College will take over the process from this point forward.

d) **Board Governance**

- i. **New Members** – *Motion was made (Boston / Gubetta) to approve Wes Dutt as a new Foundation Board member. Motion passed.*
- ii. **2018 Officer Nominations** – Nominations are now being accepted for President and Vice President. Officers will be formally approved at the January Board meeting.

e) **Scholarship**

- i. **Siskiyou Promise** – Ms. Slabaugh reported 128 students received first year Promise awards in 2016/2017 and 156 students in 2017/2018. This fall, approximately 72 students are receiving a second year award.

In August, a reception for the first year Promise students was held with 100 students and parents in attendance, compared to only 20 last year.

f) **Donor Development / Enrichment**

- i. **Alumni Connections** – Mr. Messer reported he has created five workshops for the Donor Development Committee. During the workshops the Committee will develop a fundraising process. Once the Committee completes the workshops and develop tasks, volunteers will be needed for the tasks created.

Ms. Cupp asked if the Foundation had any involvement in the 1977 Championship football team members attending one of the football games in September. Ms. Slabaugh explained that a member of the Championship team orchestrated the reunion.

g) **Upcoming Events (2017/2018)**

- i. **North State Giving Tuesday** – Will be held Tuesday, November 28. This event will be discussed more during the Retreat following the Board meeting.

- ii. **Craft Fair** – Friday and Saturday, December 1 and 2. All spaces are sold out and a waiting list has been started. There was discussion on growing the Craft Fair and holding it at two different locations or purchasing (renting) a large tent to be set up outside for the future. Ms. Slabaugh invited board members to attend this year and introduce themselves to the Vendors. Name badges will be created for the vendors.

Item 3: **New and/or Unfinished Business**

Ms. Fisher announced the Eagle’s Nest will be celebrating 20 years in business and is hosting a “Roaring 20s” party on December 7. Board members are invited to attend. Formal invitations will be sent out in November.

Consent Agenda:

Item 4: **Approval of Meeting Minutes – July 18, 2017**

The Board reviewed the Foundation meeting minutes of July 18, 2017.

Item 5: **Treasurers Report – Review of Foundation Fiscal Report**

The Board reviewed the Foundation Fiscal Report for the period of July 1 - August 31, 2017 as well as the Eagle’s Nest Shop Fiscal Report for the period of July 1 – September 30, 2017.

Item 6: **Date of Upcoming Foundation Board Meetings**

- January 16, 2018
- April 17, 2018
- July 17, 2018

Item 7: **Important Dates to Remember:**

- COS Board of Trustees Meeting – November 7, 2017 (COS Board Room)
- FDN Executive Committee Meeting – November 14, 2017 (COS Board Room)

Motion was made (Deutsch / Boston) to approve the Consent Agenda. Motion passed.

Item 8: **Adjournment**

Meeting was adjourned at 6:40 p.m.

Prepared by:

Carie Shaffer

Carie Shaffer, Administrative Assistant
Public Relations / Foundation

Respectfully Submitted:



Dawnie Slabaugh, Recording Secretary
Director - Public Relations / Foundation