

NOTICE OF PUBLIC MEETING

GREAT BASIN COLLEGE FOUNDATION
Board of Trustee Meeting
1025 Chilton Circle, Elko, Nevada 89801
Community Outreach Center

Thursday, January 23, 2020, at 12:15 pm

Video Conference from the Meeting Site to:

GBC – Battle Mt. Center 835 N. 2 nd Street GBC Computer Lab Battle Mt., NV	GBC – Ely Center 2115 Bobcat Dr. GBC 111 Ely, NV	GBC – Pahrump Center 551 E. Calvada Blvd. GBC PVC 122 Pahrump, Nevada	GBC – Winnemucca Center 5490 Kluney Canyon Road GBC 110 Winnemucca, Nevada	BlueJeans (855) 203-2730 ID 502 940 884
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Members of the public may attend the meeting and provide testimony or public comment at these sites via video conference connection.

MINUTES

1. Call to Order

2. Roll Call:

Dr. Robert			
Colon (Chair)-present	Zach Gerber-absent	Chris Johnson-present	Kaley Sproul-absent
Mark Laffoon-absent	Danny Gillins-present	Caroline McIntosh-present	Tana Gallagher-absent
James Glennon-present	John Pryor-present	Holly Wilson-present	Gregory Hafen-absent
Dave Roden-present	Molly Popp-present		

Others Present:

Joyce Helens, President
Matt McCarty, Director
Sonja Sibert, V.P.
Cathy McAdoo, Regent
Meachell LaSalle Walsh
Kelli Baker

3. Public Comment *(see notation below regarding public comment)*

No public comment.

Information

4. Approval of Minutes – *Dr. Robert Colon*

Information/Action

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on November 21, 2019.

Mr. McCarty informed the Trustees that changes from Ms. Potter to Ms. Sibert will be made for the Controller's update.

MSP to Approve the Minutes: Roden, Gillins.

5. Update on Spanish Welcome Video - *Meachell LaSalle Walsh*

Information

Mr. McCarty informed the Trustees that Meachell LaSalle Walsh presented and approved funding in May of 2019 for Spanish Welcome Video and she is here now to give her update. Ms. LaSalle Walsh thanked the Board for money for this project and Ms. Sibert for her part in the project. Ms. LaSalle Walsh informed the Board they did filming in September for the bilingual video, and the individual is still putting it together, and she will bring that to the next Board meeting. Ms. LaSalle Walsh said they will get it to the recruiters and on the website. Trustee McIntosh asked what the goal of the program is and the intended audience. Ms. LaSalle Walsh replied it is for recruitment purposes, that we serve a lot of bilingual population and it will be put on social media and the website, and the recruiter will take it with him when he travels. Trustee Roden asked when each center will have it. Ms. LaSalle Walsh as soon as we get it, we will get on website, but it is property of GBC. Chair Colon asked if the individuals who participated were professional. Ms. LaSalle Walsh responded that the main actress is employed by GBC and a student and everyone else were volunteers that were either students or faculty members.

6. President's Report – President Joyce Helens

Information

President Helens may give an update on GBC matters (possibly reporting remotely).

A. Curricular Review

Information

President Helens said her report is on where we have been and where we are going. President Helens said when she was hired, she wanted to go into phases for planning, this is her third year and for the first year it was just really to get to know campus and how to be more effective. She told the Board that they may remember there was a 1.4 million dollar deficit and there was one week to balance the budget, it was the Foundation who came to rescue, and we filled the hole, but we promised Board that we would bring stability and efficiency so we would never have this happen again, and Ms. Sibert has big announcement she will present to you.

President Helens reported in the Phase 1 positions were eliminated, including a Vice President, and only key positions were kept. President Helens then stated that for Phase 2 they looked at Circular Review, identified by NSHE as a financial exigency, which was last completed in 2011 by Carl Diekhans. President Helens explained that there is a process even when you are not declaring financial exigency. Mr. Kleeb and Vice President Rivera co-chaired for this project along with a group of administration. She explained the group had to sign confidential statements and the review went on for a semester. The findings were unveiled right before the semester started and she also gave it to the Press. President Helens explained the findings of the report were what we are doing well, what needs to be fixed, and what needs to be eliminated. President Helens said we shouldn't wait a decade to do this with the findings, that we should work like this on a daily basis. President Helens stated that Phase 3 is implementation and they will be eliminating some programs this summer that are no longer needed and ask students on their application why they are at GBC. President Helens stated they will look at high demand occupations. She explained the last count year was up by 25%, we are maintaining that, and the 10-year picture shows we are increasing. President Helens said with the enrollment, communications, and technical plans, that it will reduce the strain for employees wearing multiple hats. She also said that athletics are a main reason students go to border states, and she wants to bring student life back with music programs, fall pumpkin patch, and light up the campus during the holidays.

President Helens said that there will be a Metrix presentation to the Board, the budget, along with accreditation in March.

President Helens thanked the Board.

7. Controller's Office Update – Sonja Sibert/Tami Potter

Information

The Board may receive an update from the GBC Controller's Office (possibly reporting remotely).

Ms. Sibert informed the Board that this Fiscal Year and next Fiscal Year's enrollment has exceeded what they projected and along with other efforts in being efficient we will not need any money from Foundation, that is based up looking at actual and projection of revenue. Ms. Sibert said she does have another proposition where to redirect the 1.4 million to. She stated that there is a facilities and real property master plan and three or four of the properties of interest that were identified are next to GBC and we have a chance to pursue some of those properties now and suggest the money be redirected for the purchase of those properties.

8. Faculty Senate Report – George Kleeb

Information

The Board may receive an update from the GBC Faculty Senate.

No report.

9. Foundation Board Chair Report – Dr. Robert Colon

Information

The Board may receive an update from Board Chair.

No report.

10. Development Committee Report – Chris Johnson

Information/Action

The Board may receive an update from the Development Committee.

A. 10% Administrative Cost

Action

B. Dinner Dance Gala Auction

Information/Action

Trustee Johnson reported at the Development Meeting there was discussion about the history and role of the Foundation and in his experience the main role is to provide infrastructure or to motivate the State of Nevada to take on another project. He also said they talked about what are the needs of the College and believes the Foundation can be a resource for expansion of facilities and for vocations. He explained there is a real need for vocations now, especially since the State of Nevada passed the apprenticeship for Public Works Projects. We identified the need for welding programs, purchasing of real estate and the need to come up with a major project and form a capital campaign.

Trustee Johnson stated he would like to see Gala as a place of celebration and not a fund raiser, and that's what it has become. Trustee Johnson stated that the Reynolds Foundation campus enhancement goal was to make GBC a college not of last resort, but a college of first choice. Trustee Johnson explained that the Committee would like to see the College get back to what it has done in the past with the Foundation, there is a potential that vocations could be the center of an infrastructure campaign, but we do need the support of the College. Trustee Johnson further explained that the Gala was just a celebration time and was not so time consuming for staff. He sees that if frees up time for staff they can work on a capital campaign, get lead gifts with a lead project to sell to a donor. Trustee Johnson said he would also recommend reconsidering the 10% match of any contribution, and there has been discussion, and it's a good way of funding the office.

Trustee Johnson said the Committee wanted to recommend the Trustees scaling back the Gala and not making it a fundraiser, reconsidering the 10% match, and to focus on capital campaigns and funding of infrastructure or endowments, scholarships, etc.

Mr. McCarty said this item was placed as action or information, but the 10% administrative fee should be tabled so the policy can be furthered reviewed and bring back to the Finance Committee then to the Full Board. Trustee Glennon said his thoughts are it should happen in the fall semester; we need to get analysis for salaries for administration and maybe do tiers. Trustee Glennon stated he would like to have a policy that is actually followed and not waived as they did in the past, the gap needs to be figured out. Ms. Sibert said with the endowment pool, part of the interest goes to spending and to the management fee, so money does come in for support of salaries and operation. Mr. McCarty stated he did look at some numbers and as of July 1 there will be a gap of \$140,000.00 that will need to be raised moving forward. He explained those numbers are based on \$240,000.00 from last year's budget and included the administrative assistant salary and \$80,000.00 was taken out in endowment earnings. Mr. McCarty said he also took out \$20,000 in the unrestricted fund, if we go the route of no fundraisers, we could push the Invest a Day's Pay and raise a good chunk of the money. Mr. McCarty said that around \$30,000.00 is raised each year in fundraisers. Mr. McCarty stated for this year's Gala he would just like to do the cake auction. President Helens stated after last year's Gala what peopled really loved was silent auction and we need well rounded stuff. Ms. Sibert stated the participation in silent auction brings excitement, but live auctions intimidate people. President Helens suggested the silent auctions be done and make the dessert a live auction. Mr. McCarty stated the if we do decide to do silent auctions that he would like assistance from the Board in sponsorships or donated items.

No action was taken.

11. Executive Committee Report – Dr. Robert Colon

Information

The Board may receive an update from the Executive Committee.

A. Vice Chair Election

Action

Mr. McCarty informed the Board that Vice Chair, Melissa Schultz, has stepped down saying Nevada Gold Mines has revaluated many of the boards they are involved with and this is no indication of their continued support, but they asked her to resign.

Mr. McCarty stated that Trustee Glennon is already the chair for the Finance Committee, Trustee Gallagher just stepped down as chair, and Trustee Laffoon is stepping down at the end of June.

Chair Colon suggested the item be placed on the next agenda.

12. Finance Committee Report – James Glennon

Information/Action

The Board may receive an update from the Finance Committee.

A. IRS Form 990

Action

Trustee Glennon stated the Finance Committee approved income and deposits. Mr. McCarty stated the deposits for the months of October, November and December were \$251,193.67 with checks issued in the amount of \$501,019.97.

MSP to approve the Income and Deposits: Roden, Wilson.

Trustee Glennon stated the IRS 900 is a recap of the audit, the trial balance is straight from Ms. Sibert.

MSP to approve IRS Form 990: Gillins, Pryor.

B. Discussion on possible changes to Audit partner

Possible Action

Trustee Glennon will step away from this item due to a conflict, but there are pros and cons to this. Ms. Sibert asked Trustee Glennon to explain what the pros and cons may be.

Trustee Glennon explained that Ms. Gage has a lot of institutional knowledge and it will be hard for someone to come in and pick up on it. Trustee Glennon went on to say that sometimes you need new eyes to look at things. Mr. McCarty stated this is just a review and we are not dissatisfied with Ms. Gage, but it has been 16 years, it is up to the Board if they want to continue with Eide Bailly. Mr. McCarty suggested if it does go out to bid that it is sent statewide. Ms. Sibert said that a decision does need to be made so you can start the audit engagement in March or stay status quo. Trustee Roden inquired about the state fund and thought they were supposed to help with the audit. Ms. Sibert explained what that did was to be able to go to an audit one year and just a review the next year. Mr. McCarty said this will be a review year. Ms. Sibert suggested to the Board you should look at a 3-year contract. Trustee Roden asked if they have to go with the low bid. Ms. Sibert said no, you just have to justify why you did not go low.

No action taken.

13. Foundation Director Report – Matt McCarty

Information/Action

A. Ely Center update

Information

a. Ely Diesel Program

Information

b. Ely Nursing Program

Information

Mr. McCarty informed the Board that the Ely Diesel is in operation and the Ely Nursing will hopefully start in the fall and would William B. Ririe Hospital would be major partner.

Trustee McIntosh stated she would like to thank the College for support, and they are anxious to participate in more surveys, but right now they are spot on and grateful. She also reported the electrical and the dual credit program is working well.

- B. Elko Campus update Information
 - a. Elko CDL Program Information

Mr. McCarty reported the CDL first class is full and the partnership with the consortium is going well.

- C. Winnemucca Center update Information
 - a. Status on Winnemucca Health Science and Technology Building Information

Mr. McCarty reported the Winnemucca CMAR process begun and by next meeting we should be able to report who that is.

Trustee Roden inquired on the City Council meeting in Winnemucca. Mr. McCarty stated it went to the City Council and they may waive connection and permit fees once everything is finalized and the County will consider in-kind. He reported they were also able to trim the parking spaces so that has saved money.

- D. Annual Dinner Dance Information

Previously discussed.

- E. Athletics Commitment Action

Mr. McCarty stated in March of 2019 the Board said they would match is up to \$50,000 by the end of November 2019. Mr. McCarty asked the Board if he could extend the request until the end of March 2020, as they are about \$23,000.00 short and may have two significant donors.

MSP to extend request until March 31, 2020: Roden; Danny

- F. Discussion of possible acquisition of real property for GBC Action

Mr. McCarty reported there is a private residence at the corner of College and Walnut in which the family approached College to consider purchasing. Mr. McCarty said they are working through UNR property acquisition and waiting for an appraisal, but right now it looks like it is about \$325,000.00 value. Mr. McCarty stated the purchase would take less time if the Foundation moved forward with it. He stated the family wants to relinquish the property by May 1, so he would like direction to move forward with this, and maybe have a special meeting to discuss, once more information has come in. Ms. Sibert explained the process of going through Board of Regents if the College purchases it, we would not be able to take it to the Board of Regents until the June meeting that's why we are asking the Foundation to go through with it depending on what the appraisal comes in at. Ms. Sibert stated if the purchase did go through then the Foundation could then transfer it to the College. Trustee Roden asked if this is an estate or family sale. Ms. Sibert said they are still going through titles.

Ms. Sibert suggested, in conjunction with Board Chair and the Foundation Director, if the Full Board goes through with this, then the Board Chair and the Director work on details. Trustee McIntosh said that her and Trustee Wilson have no background information on this item but are okay with getting the appraisal and go forward with it. Trustee Glennon asked if they would have another meeting before the deadline. Mr. McCarty replied he did not see this moving that quickly, so he did not think it is needed.

Trustee Popp asked Mr. McCarty what motion he is looking for or just direction. Ms. Sibert answered direction to seek potential purchase. Mr. McCarty said one possible motion would be for the Chair and Director in conjunction with Great Basin College to enter into negotiations of the residence at the corner of Walnut Street and College Parkway. That would allow us to move forward with negotiations, but final purchase would not be accepted without a formal board meeting.

Chair Colon stated the motion would be to approve the possible negotiations of the property at College Parkway and Walnut Street.

MSP to approve the possible negotiations of the property at College Parkway and Walnut Street: Roden; Pryor.

14. Items from Board Members

Information

Board members may bring to the attention of the board items pertaining to the Foundation that might be of interest. No action may be taken on a matter raised under this agenda item, though items may be designated to be added to the next agenda.

15. Public Comment *(see notation below regarding public comment)*

Information

None.

16. Adjourn 1:31 p.m.