

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

**Thursday, November 21, 2019, at 12:15 pm**

Video Conference from the Meeting Site to:

GBC – Battle Mt. Center 835 N. 2 <sup>nd</sup> 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 449 176 274
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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:**

Tana Gallagher (Chair) - <b>Present</b>	Zach Gerber – <b>Absent</b>	Chris Johnson – <b>Absent</b>	Melissa Schultz - <b>Present</b>
Mark Laffoon- <b>Present</b>	Danny Gillins- <b>Present</b>	Caroline McIntosh- <b>Absent</b>	Kaley Sproul - <b>Absent</b>
Dr. Robert Colon – <b>Absent</b>	James Glennon – <b>Absent</b>	John Pryor - <b>Absent</b>	Holly Wilson– <b>Absent</b>
Molly Popp - Present	Gregory Hafen-Absent	Dave Roden – <b>Present</b>	

**Others Present:** Joyce Helens, President  
Jake Rivera, Vice President Student and Academic Affairs  
Sonja Sibert, Vice President Business Affairs  
Matt McCarty, Foundation Director  
Jennifer Sprout, Communications Director  
Jennifer Koopman, Veterans Resource Center Director  
Kelli Baker, Administrative Assistant III

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

**Information**

**4. Introductions**

**Information**

- a. Molly Popp, Trustee  
***Present and introduced.***
- b. Kelli Baker, Foundation Administrative Assistant III  
***Present and introduced.***

**5. Approval of Minutes – Tana Gallagher**

**Information/Action**

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on September 26, 2019.

***MSP to Approve the Minutes: A motion was made by Trustee Laffoon, seconded by Trustee Gillins to approve the minutes, motion carried unanimously.***

**6. President's Report – President Joyce Helens** **Information**

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

*President Helens reported there is a 12% increase in the balance budget, and we are in a good place. Registration fees are up for the small semester and will report at the January meeting.*

**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 stated the Financial Statements are wrapped up and both the Foundation and overall NSHE Audit will be presented on December 6, 2019, then planning on a 2020 Audit in March.*

*Ms. Sibert also stated enrollment up, indicates that registration fees are up, so we are looking good, and better idea in January with where we are at with registration fees. We may need very little of the monies.*

*Ms. Sibert said that during the upcoming Legislative Session, they will bring forward the advance planning project with Welding. There is a significant College match and we will talk to Mr. McCarty about fund raising. Ms. Sibert explained get about \$300,000 in generated student fees for capital fees and a \$600 thousand match is needed.*

*Ms. Helens reported it doubles enrollment. Ms. Sibert said it doubles stations and access to stations. Chair Gallagher asked if they voted on it? Ms. Sibert said the planning is approved. Ms. Sibert explained that during this next year, we have already started through that process and will have something to present to the Legislature. Ms. Schultz asked how many students can participate. Ms. Sibert answered there are currently 16 stations and there are three sections of welding. This will almost double that size. Not just students going through welding program, also diesel, millwright, there have been times that it runs 20 hours, 7 days a week.*

**8. Faculty Senate Report – George Kleeb** **Information**

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

*Mr. Kleeb reported that the Senate has been busy. He stated he wished they were further along with what we would like to have accomplished. He said they have uncovered a lot of issues that will not impact other people's lives, but it will allow students to graduated quicker and more efficiently. He stated overall things are going well. Trustee Laffoon asked if there is an internal review. Mr. Kleeb answered at the program and class level. He said he does not want to lower standards, but suggested tutoring or smaller segments for classes.*

**9. Foundation External Audit Review – Teri Gage, Eide Bailly** **Information/Action**

The Board may receive an update from Teri Gage with Eide Bailly regarding the Audit for FY19 and be asked to approve the Audit.

*Teri Gage of Eide Bailly presented the Fiscal Year 2019 Audit and went through the audit handout materials with the Board. Ms. Gage thanked staff for all the help with the Audit. Ms. Gage expressed to the Board the Audit was clean. Ms. Gage explained to the Board that every other year there is an audit and a review of prior year. Ms. Gage explained there were some findings included and changes were made on those findings to make things easier.*

*Ms. Gage explained as a Board, you are responsible for about \$17million in assets, and that is a significant increase, due to the new building on Winnemucca Campus. She said there are \$5.5 million in pledge receivables, an additional \$1.6 million receipts with \$4.6 million in nonexpendable. Net position unrestricted \$1.2 million, are not restricted by a donor. You have designated \$500 million to GBC Operations, \$50k to Athletics and \$340k to Humanities Grant. That would leave unrestricted to \$300-\$400k for operations.*

*Ms. Gage went on to say the operating income is \$6.8 Million this year, previous loss of \$18 thousand. Largest increases in contributions, that pledges are included in contributions. Winnemucca pledges, scholarships, \$79k thousand for Winnemucca Electrical Hybrid program. Expenses went up about \$35k the previous year.*

*Ms. Gage stated that for several years, funds have been sitting in several accounts. We have tried to remain somewhat liquid, which has caused to be uncollateralized. You should invest any excess dollars to become collateralized. She also stated that there is \$250k per bank account. Trustee Roden stated they do not fall under Collateralized and that other municipalities fall under the State of Nevada Collateral. Ms. Gage responded that is something that can be looked into.*

*Ms. Gage also stated it noted that there were several adjusted journal entries. Several pledges and cash that were received were put in wrong fund.*

*Ms. Gage reported on the in-kind donations that we seem to always have this finding. All in-kind donations come through the Foundation and then given to the College. The donated value is recorded and then the expenditure recorded to the College. Some of those in-kind were not getting recorded, but has since been fixed.*

*Ms. Gage also reported the Winnemucca Hybrid program also went into the Endowment. Chair Gallagher when those can be moved out of the NEH*

*MSP to Approve the Audit: A motion was made by Trustee Roden, seconded by Trustee Laffoon to approve the audit, motion carried unanimously.*

**10. Foundation Board Chair Report – Tana Gallagher**  
The Board may receive an update from Board Chair.

**Information**

*Chair Gallagher reported to the Board that her and Trustee Glennon attended and judged the Halloween costume contest.*

**11. Development Committee Report – Chris Johnson**

**Information**

The Board may receive an update from the Development Committee.

*Mr. McCarty reported Mr. Johnson would like to work on capital projects in the greater Elko area, but they need to say how they will raise the funds.*

**12. Executive Committee Report – Tana Gallagher**

**Information**

The Board may receive an update from the Executive Committee.

*No report.*

**13. Finance Committee Report – James Glennon**

**Information**

The Board may receive an update from the Finance Committee.

*It was reported that Matt Walker has submitted a \$250k grant for the hi-tech dummy and the Hospital is donating the instructor. Ms. Donelli has the process that she has to go through to start next fall.*

**14. Foundation Director Report – Matt McCarty**

**Information**

A. Ely Center update

Information

a. Ely Diesel Program

Information

*MTC will be held Thursday December 12 or Wednesday December 18 of this year.*

*It was reported the 1st Diesel group is complete and the 2nd Electrical group will be complete in May.*

b. Ely Nursing Program

Information

*Trustee Wilson reported the headcount was up 32% and the fulltime enrollment was up 74%. She said there are a record number of high schools students 80 students CNA in January. Completion was one of the requirements for Nursing.*

Elko CDL Program

Information

B. Winnemucca Center update

Information

a. Status on Winnemucca Health Science and Technology Building

Information

*Mr. McCarty said Monday he met with the Architect and right now it is overbudget by 1.25 million. He believes that the in-kind donations from the County and City will bring that number down. He will also work with donors.*

b. Report on Winnemucca Gala

Information

*Mr. McCarty reported that the Gala raised \$28k, with a net of \$15k, which all stay in Winnemucca. Mr. Roden reported they will send out thank you cards and have set next years event for November 14.*

C. Annual Dinner Dance

Information

*Mr. McCarty reported that the Dinner Dance will be held on March 21<sup>st</sup> of this next year. Save the dates will be sent out in this year's Christmas cards. The room at the ECVA has been booked and will be going out to bid for food vendors.*

**15. 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.

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

**Information**

*Ms. Koopman and Ms. Sprout reported that there will be Pearl Harbor matinees held on December 6, and December 7, 2019 in the Theatre. A dinner held on December 7, 2019, at 5:30 p.m. in the Solarium.*

**17. Adjourn**

*Meeting adjourned at 1:25 p.m.*