

# **NOTICE OF PUBLIC MEETING**

## **GREAT BASIN COLLEGE FOUNDATION Board of Trustee Annual Meeting**

**Thursday, May 20, 2021, at 12:15 pm**

Due to Covid-19, this meeting will be conducted utilizing Zoom Meeting. Please download Zoom in advance at <https://zoom.us/join>.

The public can request meeting materials or meeting information to view and/or participate in the virtual meeting on a computer, tablet or smart by contacting the Foundation at 775-753-2246 or 775-753-2260.

### **AGENDA**

**1. Call to Order**

**2. Roll Call:**

Dr. Robert Colon (Chair)	Holly Wilson (Vice Chair)	Gregory Hafen
James Glennon (Treasurer)	Caroline McIntosh	Molly Popp
Danny Gillins	John Pryor	Kaley Sproul
Alan Morris	Zach Gerber	Chris Johnson
Shirley Alen-Kellerman	Melanie Newton	Dave Roden

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

**4. Approval of Minutes** – *Dr. Robert Colon*. **FOR POSSIBLE ACTION**

GBC Foundation Trustees will review, recommend changes, and/or approve the minutes of the GBCF Board of Trustees Meeting on March 18, 2021.

***ESTIMATED TIME: 5 mins***

**5. Faculty Senate Report** – *Brian Zeiszler/Kevin Seipp*. **INFORMATION ONLY**

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

***ESTIMATED TIME: 5 mins***

**6. Foundation Board Chair Report** – *Dr. Robert Colon*. **INFORMATION ONLY**

The Board may receive an update from the Board Chair.

***ESTIMATED TIME: 5 mins***

**7. Executive Committee Report – Dr. Robert Colon. INFORMATION ONLY**

The Board may receive an update from the Executive Committee. The Executive Committee consists of Dr. Robert Colon, Chair; Holly Wilson, Vice Chair; (Vacant) Immediate Past Chair; James Glennon, Treasurer/Finance Chair; Chris Johnson, Development Chair; Joyce Helens, Secretary; Geneil White, Foundation Director.

***ESTIMATED TIME: 5 mins***

**a. Consideration and approval of the reappointment of the following individuals to the GBC Foundation Board of Trustees for three-year terms commencing July 2021, and matters related thereto. FOR POSSIBLE ACTION**

- Dr. Robert Colon (2024) (Year of term expiration)
- Mr. Chris Johnson (2024) (Year of term expiration)
- Ms. Holly Wilson (2024) (Year of term expiration)

Trustee Hafen has requested that his term not be renewed and will not be attending the meeting. These reappointments will be approved at the Annual NSHE Board of Regents, Great Basin College Foundation Meeting of the Member of the Corporation to be held in December of 2021.

***ESTIMATED TIME: 5 mins***

**b. Consideration and possible approval of officer appointment of a new Board of Trustees Chair, Vice Chair, and Treasurer commencing January 2022, and matters related thereto. FOR POSSIBLE ACTION**

***ESTIMATED TIME: 10 mins***

**c. Review of the position of the Secretary as a honorary ex-officio non-voting position held by the President of Great Basin College and the Assistant Secretary as an ex-officio, non-voting position, who is appointed from Foundation staff by the Executive Director and affirmed by the Board of Trustees, and matters related thereto. INFORMATION ONLY**

According to the By-Laws these positions are as follows:

The Secretary position is an honorary, ex-officio, non-voting position held by the President of Great Basin College, serving as the central link between the College and the Board of Trustees, ensuring a dynamic and synergistic relationship that reflects mutual respect and a clear understanding of shared and distinctive responsibilities. This includes communicating institutional priorities and long-term plans as established by the College and Members of the corporation.

The Assistant Secretary, an ex-officio, non-voting position, appointed from Foundation staff by the Executive Director and affirmed by the Board of Trustees, and accountable to the Chair of the Board, shall keep accurate minutes of the proceedings of any committees and the Board of Trustees; shall see that all notices are duly given in accordance with the provisions of these bylaws and the Nevada Open Meeting Law requirements as defined by Nevada Revised Statutes Chapter 241; shall be custodian of the records and of the seal of the corporation, and shall attest the affixing of the seal of the corporation when authorized by the Board of Trustees; in general, shall perform all duties incident to such office and such other duties as may from time to time be assigned to such person by the Chair or by the Board of Trustees.

***ESTIMATED TIME: 5 mins***

- d. **Consideration and possible approval to recruit new members from the Pahrump area, and matters related thereto. FOR POSSIBLE ACTION**  
***ESTIMATED TIME: 5 mins***
- e. **Consideration and possible approval to set meetings for the Board of Trustees and the respective Committees for FY22, and matters related thereto. FOR POSSIBLE ACTION**

Listed below are proposed dates for each meeting.

Proposed Board of Trustee Meeting Dates:

- September 16, 2021
- November 18, 2021
- January 20, 2022
- March 17, 2022
- May 19, 2022

Proposed Finance Committee Meeting Dates:

- September 2, 2021
- November 4, 2021
- January 6, 2022
- March 3, 2022
- May 5, 2022

Proposed Development Committee Meeting Dates:

- Special Meeting TBD
- September 9, 2021
- November 11, 2021
- January 13, 2022
- March 10, 2022
- May 12, 2022

Executive Committee (prior to Annual Meeting)

- TBD

***ESTIMATED TIME: 5 mins***

**8. Finance Committee Report – James Glennon. INFORMATION ONLY**

The Board may receive an update from the Finance Committee. Committee Members include James Glennon, Chair; Danny Gillins; Shirley Alen-Kellerman; and John Pryor.

***ESTIMATED TIME: 5 mins***

**a. Accept the Finance Committee Reports. FOR POSSIBLE ACTION**

Included in the packet are the reports from the May 6, 2021 Finance Committee meeting.

***ESTIMATED TIME: 5 mins***

**b. Consideration review and possible approval of the revised Fee Policy for the Great Basin College Foundation, and matters related thereto. FOR POSSIBLE ACTION**

Included in the packet is a revised Fee Policy which includes the new administrative fee and updates the Management Fee language to refer to NSHE Board of Regents Handbook. The Finance Committee approved the updated Fee Policy at their May 6, 2021 meeting.

***ESTIMATED TIME: 5 mins***

**9. Development Committee Report – Chris Johnson. INFORMATION ONLY**

The Board may receive an update from the Development Committee. Committee Members include Chris Johnson, Chair; Dave Roden; and Caroline McIntosh.

***ESTIMATED TIME: 5 mins***

**a. Discussion and review of lead gifts, time frame of receiving gifts, and naming opportunities for the Welding Lab Campaign, and matters related thereto. INFORMATION ONLY**

***ESTIMATED TIME: 5 mins***

**b. Review of the Great Basin College Foundation program support for Great Basin College over the last five (5) years, and matters related thereto. INFORMATION ONLY**

Included in the packet is a spreadsheet that contains a list of program support that the Foundation has helped provide for GBC over the last five (5) years.

***ESTIMATED TIME: 5 mins***

**10. President's Report – President Joyce Helens. INFORMATION ONLY**

President Helens may give an update on GBC matters.

***ESTIMATED TIME: 10 mins***

**11. Vice President for Business Affairs Report – Sonja Sibert. INFORMATION ONLY**

Vice President Sibert may give an update on College finance related items.  
***ESTIMATED TIME: 5 mins***

**12. Foundation Director Update – Geneil White. INFORMATION ONLY**

Geneil White may give an update on GBC Foundation matters.  
***ESTIMATED TIME: 5 mins***

**13. Items from Board Members. INFORMATION ONLY**

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.

**Trustee Roden may report on the Winnemucca HST Groundbreaking Ceremony.**

**14. Public Comment (see notation below regarding public comment). INFORMATION ONLY**

**ADJOURN**

**This notice and agenda have been posted at or before May 17, 2021, no later than 9:00 am, which is the third business day before the meeting, in accordance with NRS 241.020, at the meeting location and at the following public locations:**

- GBC Foundation's website (<http://www.gbcnv.edu/foundation/board.html>)
- The Nevada Public Notice website pursuant to NRS 232.2175 (<http://notice.nv.gov/>)
- Meeting location: Great Basin College, 1025 Chilton Circle, Elko, NV 89801

**IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING**

**NOTE:** Above is an agenda of all items scheduled to be considered. Notification is hereby provided that items on the agenda may be taken out of order and presented, two or more agenda items may be combined for consideration, and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

Some agenda items are noted as having accompanying reference material. Reference material may be accessed at the electronic version of the agenda by clicking the reference link associated with a particular item. The agenda and associated reference material may also be accessed on the Internet by Great Basin College Foundation's web page at <http://www.gbcnv.edu/foundation/board.html>. To request a copy of supporting documentation please contact Kelli Baker at (775) 753-2246.

Reasonable efforts will be made to assist and accommodate physically disabled person attending the meeting. Please call the GBC Foundation at (775) 753-2246 in advance so that arrangements may be made.

**PUBLIC COMMENTS:** Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments may be limited to two minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Board Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.

In accordance with Attorney General File No. 00-047 (April 27, 2001), as restated in the Attorney General's Open Meeting law Manual, the Board Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the GBC Foundation Board of Trustees, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.