

NOTICE OF PUBLIC MEETING

**GREAT BASIN COLLEGE FOUNDATION
Board of Trustees Finance Committee Meeting
1290 Burns Road, Elko, Nevada 89801
Thursday, January 6, 2022 at 12:15 pm**

Minutes

Call to Order of the Great Basin College Foundation Finance Committee

1. CALL TO ORDER

2. ROLL CALL:

Present:

James Glennon (Chair)
Danny Gillins
Shirley Alen-Kellerman

Absent:

John Pryor

Others Present:

Dr. Robert Colon
Sonja Sibert, Vice President for Business Affairs
Jennifer Sprout, Director, Institutional Advancement and Communications
Karrie Barrett, Foundation Director

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

4. Approval of Minutes. FOR POSSIBLE ACTION

GBC Foundation Finance Committee Members will review, recommend changes, and/or approve the minutes of the GBCF Finance Committee Meeting on September 2, 2021. The GBC Foundation Finance Committee meeting on November 4, 2021 did not have a quorum; therefore the financial reports and audit information was presented directly to the Board of Trustees at their November 18th meeting for possible action.

ESTIMATED TIME: 5 mins

A motion was made by Mr. Gillins, seconded by Ms. Alen-Kellerman, to approve the minutes of September 2, 2021. Motion passed unanimously.

5. Discussion and possible approval of one (1) new Finance Committee member, and matters related thereto. POSSIBLE ACTION

The Finance Committee has been looking to recruit new members. Lynn Terras with Edward Jones is interested in serving on the Committee and may be a potential candidate for the Board of Trustees in the future.

ESTIMATED TIME: 5 mins

A motion was made by Mr. Gillins, seconded by Ms. Alen-Kellerman, to approve Lynn Terras as a member of the Finance Committee. Motion passed unanimously.

6. Finance Committee Chair Report. INFORMATION ONLY

The Committee may receive an update from the Chair.

ESTIMATED TIME: 5 mins

It was discussed to place the following items on the next agenda: Budget for 2022/2023; bids for bookkeeping, and the audit.

7. Finance & Accounting Reports. FOR POSSIBLE ACTION

- a. The GBCF Finance Committee will discuss and/or take action to approve the record of expenditures/check register for the months of November and December 2021. **FOR POSSIBLE ACTION**
- b. The GBCF Finance Committee will discuss and/or take action to approve the Gift Summary Report Income/Deposit Report for the months of November and December 2021. **FOR POSSIBLE ACTION**
- c. The Gift Summary Report and Summary of Activity by Fund Report FY22. **FOR POSSIBLE ACTION**

A Motion was made by Mr. Gillins, seconded by Ms. Alen-Kellerman, to approve all of Section 7, Finance and Accounting Reports, as a whole. Motion passed unanimously.

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

Vice President Sibert may give an update on College finance related items.

ESTIMATED TIME: 10 mins

9. Foundation Director Update – INFORMATION ONLY

An update on GBC Foundation matters may be given.

ESTIMATED TIME: 10 mins

10. Committee Members Reports. INFORMATION ONLY

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.

11. Public Comment (*see foregoing notation regarding public comment*) INFORMATION ONLY

12. Adjourn