

**GREAT BASIN COLLEGE FOUNDATION
Board of Trustee Meeting
1025 Chilton Circle, Elko, Nevada 89801
Thursday, September 19, 2024, at 12:15 pm**

MINUTES

1. Call to Order: 12:18 p.m.

2. Roll Call:

Present:

Stacy Smith (Vice-Chair)

James Glennon (Treasurer)

Shane Valentine

Chris Johnson

Alan Morris

Caroline McIntosh

Zach Gerber

Dave Roden

Linda Fitzgibbons

Absent:

Dr. Robert Colon (Chair)

Brandon Shedd

Kaley Sproul Chapin

Shirley Alen-Kellerman

Others Present:

Dr. Amber Donnelly, Interim President

Dave Sexton, Faculty Senate Chair

Tony Asti, Finance

Leslie Maple, Executive Director of Institutional Advancement

Hillary Baker, Associate Director of Development

Kelli Baker, Administrative Assistant

Items were taken out of order.

3. Public Comment. *Pursuant to NRS 241 this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item. ACTION WILL NOT BE TAKEN*

No public comment.

4. Possible approval of May 16, 2024, Minutes – *Dr. Robert Colon*. FOR POSSIBLE ACTION

GBC Foundation Trustees will review, recommend changes, and/or approve the GBC Board of Trustees meeting minutes of May 16, 2024.

ESTIMATED TIME: 5 mins

A motion to approve the minutes of May 16, 2024, was made by Trustee Roden, seconded by Trustee McIntosh, motion passed unanimously.

5. President's Report – *Interim President Amber Donnelly*. INFORMATION ONLY – NON ACTION ITEM

Interim President Donnelly may give an update on GBC matters.

ESTIMATED TIME: 5 mins

Interim President Donnelly stated that she is proud of the progress of PTK.

Interim President Donnelly reported that she is proud to report that enrollment has increased by 15%. This is a significant achievement that we should celebrate. Despite planning for a flat budget, our focus is on the legislative session and how the funding formula impacts the college. There will be significant impacts on small institutions; for example, the funding for the small institution factor will increase to 40. Graduation rates for full-time equivalent students (fte's) and workforce readiness are at 68%. It's worth noting that part-time students require as much investment as full-time students. This is a win for GBC.

Interim President Donnelly also reported that additionally, there are capital improvement projects, with a major focus on the property in Pahrump. The initial design work for the project, consisting of two buildings, has a cost of \$12 million, with a total project cost estimated at around \$92 million. The college is exploring options to secure funding for the remaining projects. They are under time pressure, having been given a 10-year timeline to do something with the property, and are focusing on developing a project plan specifically for this area.

Another project is the MCE in Elko, which is more of a concept at this stage. NORCAT will provide education to miners, focusing on entry-level training. We have also requested funding from UNR for the Innovation and Technology Center, and a 3.6 million federal fund grant has passed the Senate. If this funding does not come through, we may need to seek alternative funding. These are our three major projects. Additionally, we are seeking more funding for BetterMynd, with funding secured until the end of December. These are our focus project areas, while others are related to maintenance.

Vice-chair Smith stated she would like to have those talking points to present. Dr. Donnelly stated she and Ms. Maple would work on it.

6. Finance and Administration Report – *Executive Director, Anthony Asti*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the GBC Finance and Administration.

ESTIMATED TIME: 5 mins

Mr. Asti reported that we have a flat budget for FY25 and are hopeful about attracting students for revenue this year. Mrs. Asti also reported that FY24 is closed out. We are working on a 3–5-year plan.

7. Faculty Senate Report –*Dave Sexton*. INFORMATION ONLY – NON ACTION ITEM

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

ESTIMATED TIME: 5 mins

Mr. Sexton reported that the first Faculty Senate meeting will take place tomorrow, so he does not have much of an update. Mr. Sexton responded he was happy with Hillary's email regarding the scholarship for criminal justice students. Mr. Sexton also reported that it is noticeable that enrollment is up.

8. Presentation and review of Phi Theta Kappa's funding provided by GBC Foundation in FY24 and possible approval of a request for funding, in the amount of \$6,000.00 from the Foundation's unrestricted funding, by the Phi Theta Kappa local chapter to be used for scholarships and conference attendance, and matters related thereto. FOR POSSIBLE ACTION

Members of Phi Theta Kappa have prepared a presentation and review of the program and will be available for questions.

ESTIMATED TIME: 10 mins

A motion to approve \$6,000.00 in unrestricted funding to PTK local chapter to be used for scholarships and conference attendance, was made by Trustee Glennon, seconded by Trustee Roden, motion passed unanimously.

9. Review, discussion, and possible approval for a change in the Bylaws of Great Basin College Foundation that would rename the position of Foundation Executive Director to Executive Director of Institutional Advancement, and matters related thereto. FOR POSSIBLE ACTION

This change in the bylaws would reflect the title that is currently held by the Foundation Executive Director. Updates to the Bylaws are included in the agenda packet for review. If this change is approved, the changes will be placed on the Board of Regents meeting in December of 2024 for their approval.

***This item was placed on the May 16, 2024, agenda. No action was taken at the time.

ESTIMATED TIME: 5 mins

Trustee McIntosh questioned the additional duties related to this new position and if there has been an increase in compensation.

After lengthy discussion regarding there being no budget for additional compensation, Trustee McIntosh stated she would support the name change, provided the item related to additional compensation be brought back for further discussion regarding pay compensation.

A motion to accept the change, as noted in Item 9, the change in the position from Foundation Executive Director to Executive Director of Institutional Advancement in the Bylaws, with the understanding to revisit the item after April 2025 relating to the understanding of where the funding stands, was made by Trustee McIntosh, seconded by Trustee Glennon, motion passed unanimously.

10. Foundation Board Chair Report – *Dr. Robert Colon*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the Board Chair.
ESTIMATED TIME: 5 mins

Vice-Chair Smith reported she had no updates.

11. Finance Committee Report – *James Glennon*. INFORMATION ONLY – NON ACTION ITEM

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

- a. Possible approval of the Finance Reports April, May, June, and July, 2024. FOR POSSIBLE ACTION
ESTIMATED TIME: 5 mins

Trustee Glennon reported the financials are looking a lot better and he thinks that we're making progress. Trustee Glennon also reported that they are working on finishing up the audit and signing off the 990.

A motion to approve the Finance Reports for April, May, June, and July, 2024 was made Trustee Roden, seconded by Trustee McIntosh, motion passed unanimously.

12. Development Committee Report – *Chris Johnson*. INFORMATION ONLY – NON ACTION ITEM

The Board may receive an update from the Development Committee. Committee Members include Chris Johnson, Chair; Alan Morris; Dave Roden; and Caroline McIntosh.
ESTIMATED TIME: 5 mins

Trustee Johnson did not have any updates.

13. Executive Director of Institutional Advancement Update – *Leslie Maple*. INFORMATION ONLY – NON ACTION ITEM

Leslie Maple may give an update on GBC Foundation matters.
ESTIMATED TIME: 5 mins

- *2024 Golf Classic results*
- *Fundraising priorities*

Ms. Maple reported that our goal was to double our revenue from the previous year for the golf classic, and I'm happy to report that we achieved that. In 2023, we had 46 golfers and raised around \$8,000. This year, we had 72 golfers, which was the maximum number allowed due to insurance restrictions, and we sold out the tournament, bringing in \$18,500. A big thank you to Hillary and Kelly for organizing everything behind the scenes. I've also had some debriefing sessions with the Development Committee and the team. We were fortunate to have PTK students assist us. It was great to have students involved. We also had a Promise scholar who helped us so that some of our sponsors and donors could interact

with our students. In terms of our debrief and planning for 2025, we met with the Development Committee. We decided to keep our August date as it worked well for us, allowing us to get past our year-end closeout and financial matters. We are currently working with the golf course in Elko to book for next August. Some sponsors mentioned that they had already finalized their budgets for the year, so we will focus on earlier outreach to those sponsors next time. We also discussed the cost of our putting contest and received feedback about adjusting the pricing to sell more tickets. We also want to thank President Donnelly and others who donated raffle prizes which helped us raise over \$1100. We are considering doing that again. It's a good opportunity for sponsors who can't do a larger featured sponsorship to donate a smaller raffle prize. This is where we are in terms of planning the 2025 tournament.

Ms. Maple stated that you should have received an invitation to the grand opening of our Nevada Gold Mines welding technology lab. I wanted to give kudos to the board and the foundation team for their work on this improvement project. It was in the works before I came into the role, and we successfully raised the funding needed for the addition. The new welding lab has 36 welding bays, 88 bays, and a teaching bay, providing plenty of opportunities to expand our classes. The event had a great turnout from our industry partners, who were excited about the state-of-the-art facilities. I want to thank the group for making it possible.

Ms. Maple stated that President Donnelly already mentioned our fundraising priorities, with the Pahrump Valley campus being at the top and she will be working closely with Dr. Salute and the team to start putting together a capital campaign for that project. We'll also be looking to all of the Board members, especially Stacy, for help in identifying important stakeholders in the community.

President and I discussed the pending funding for library renovations, which is a priority for the foundation working with stakeholders in Elko. We are also focusing on providing scholarships for various programs, such as radiology and business, and establishing a student emergency fund to support students facing challenges such as affording credits or textbooks. We are working on securing funding for these initiatives, including applying for support from the Elko Conventional and Visitors Authority for Festival of Trees. The goal is to provide support for dual enrollment students and those in need, especially during the summer. As we plan these initiatives, we will work closely with our Development Committee and provide detailed information to the Board to help advocate for funding.

14. Associate Director of Development Update – *Hillary Baker*. INFORMATION ONLY – NON ACTION ITEM

Hillary Baker may give an update on GBC Foundation matters.

ESTIMATED TIME: 5 mins

- *2025 Golf Classic*
- *Beats and Bites review*

Hillary stated that Leslie went over 2025 golf classic, so she wanted to remind everyone to save the date for August 2nd, we are still finalizing the details with the golf course, but it's very likely that will be our date. Hillary reported in terms of budget challenges for 2025, in 2023, she purchased supplies in bulk, which left us with a surplus for this year. However,

our surplus is now almost depleted, so we should expect next year's numbers to be in line with or even lower than this year's numbers due to increased overhead costs.

Hillary reported that we've been hosting a food truck series at the college on the 4th Thursday of every month from June through September. Our last event is on September 26th. It has been very successful, with over 200 attendees per event, live music, a DJ, and successful raffles. We also secured about \$2000 in sponsorship funding between August and September. We are looking forward to continuing this in 2025 and possibly expanding to take over the Elko food truck Friday. At the upcoming September event, we will be raffling off a solo stove, which ties in with Amber's ignite the fire theme for this year. If you want to buy tickets you can buy tickets on gbcnv.edu\ raffle.

15. Items from Board Members. INFORMATION ONLY – NON ACTION

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.

ESTIMATED TIME: 5 mins

None.

16. Public Comment (*see notation below regarding public comment*). ACTION WILL NOT BE TAKEN

No public comment.

17. ADJOURN: 1:34 p.m.