

MEETING MINUTES

Board of Trustees Meeting

March 8, 2017 at 7:30 a.m.

William N. Pennington Applied Technology Center, room 122

1. **Welcome.** Brad Woodring, Chair
Brad Woodring called the meeting to order at 7:30 a.m. Members present include Brad Woodring, Rod Sanford, Cary Groth, Gigi Chisel and Sean French. Other attendees include Dr. Karin Hilgersom, Gretchen Sawyer, Connie Christensen, Brianna Soloski, Tara Hawkins, Laura Vargas, Becky Josten, Cheryl Cardoza, Casandra Hawkins, Sidney Sullivan and Dr. Kyle Dalpe.
2. **Public Comment.**
There was none.
3. **Review December 7, 2016 Foundation Board of Trustees Board Minutes.**
Rod: moved ; Cary: second; Motion passed
4. **William N. Pennington Applied Technology Center Update.** Dr. Kyle Dalpe, Interim Dean, Technical Sciences
 - a. The Governor's Office of Economic Development reports that 283,000 Nevadans over 25 years old have not completed high school and 549,000 do not have post –secondary training. In the Governor's State of the State address, he stated that 60% of Nevadans between 25 and 34 will earn a post-secondary degree or credential by 2025. It has been reported that more than 52,000 new jobs will be added in northern Nevada by 2019. We need to focus on the middle-skill jobs, which make up the largest part of the labor market, which requires a high school degree but not a 4-year degree. We have four programs that have an open entry program, which allows students to enroll and complete on their own schedule: HVAC, Welding, Machining, and Advanced Robotics.
 - b. There are two high school programs at Edison, ACE Charter School and the TMCC High School Technical Pathway. ACE has a 93% graduation rate and this year 100 ACE Students are on track to earn over 1,400 TMCC credits. Thirteen of the ACE students will graduate from TMCC with a 30 credit Certificate of Achievement. 22 ACE students are enrolled in Unmanned Aviation, Welding Tech, HVAC, Production Tech and Architecture. In 2015, 100% of the TMCC HS students earned their high school degree and 60% earned their associate degree as well.
 - c. Tesla has been holding hiring events at Edison to attract students. TMCC, Panasonic and GOED have partnered to create an accelerated pathway for individuals looking to start a new career in a fast-growing industry. The Panasonic Preferred Pathway (P3) program is designed as an employment credential for people with no manufacturing experience. A student can train for a new career in just a few weeks through our self-paced training format. Funding is available for qualified individuals. Participants completing the P3 Program will be considered for employment with Panasonic or Hamilton.
 - d. Governor's budget allows for additional funding for the programs at the Applied Tech Center that will allow us to keep these programs running and alleviate stress on college budgets overall.
5. **TMCC Career Center Update.** Sidney Sullivan, Manager, Career Center.
The Career Center oversees Student Professional Development, Internships/Work Experience and Employer Outreach.
 - a. **Student Professional Development.** Last academic year, the Career Center held 93 events to help students with resumes, interviews, networking and LinkedIn. There will be two fairs this semester (Dandini, April 11 and Applied Tech, April 19). We had such a good response last fall that we had to turn employers away.

ask if they can bring market values to \$17,000, which would allow for a yearly award. The Bender Family Endowment was approved at the BOR meeting in March, which will invest \$300,000. Interest will be awarded for scholarships to students in the Logistics Management program and to help with operational costs of the Frank N. Bender Center for Applied Logistics Management (CALM). The Scally Emergency Endowment and Scally Philosophy Endowment have been merged to create a larger endowment. We have received 1,527 scholarship applications from January 1 to date. As of February 24, 2017, we have awarded 519 awards totaling \$621,553. For the 2017-2018 award year, we have 1,466 applications submitted. We have received over \$40,000 in pledges for the 2017-18 award year with Reno Rotary Foundation increasing from 10,000 to 14,000; CREW increasing from \$1,000 to \$1,500 and Lewis Homes donating \$10,000. Tripp Enterprises renewed for \$1,000, who had not given since 2011. We have a new scholarship from a TMCC faculty member for students entering Public Health for \$1,500.

12. **Grant Update.** Laura Vargas, Proposal Development Specialist

During December, January, and February, we submitted 10 proposals totaling \$428,903. We received notice of five new awards during this period totaling \$294,622. The total amount of federal and state grant awards under management is \$16,820,574. We also received two refrigerators for Wizards Warehouse, which supplies food to TMCC students, who otherwise could go hungry. We received funding for the English Language Learners Certified Nursing Program from state for \$65,000. Brad asked if we could get a report on the TAACCT money as it comes in as well as provide a highlight of grants at future meetings.

13. **Annual Fund Update.** Brianna Soloski, Annual Fund Coordinator

The year-end appeal went out to 3,018 households, 974 of which were Workforce Development and Continuing Education (WDCE) and 2,041 donors. We received \$4,540 in gifts from donors and \$1,415 in gifts from WDCE, totaling \$5,955. As part of the year-end appeal, we sent out a New Year's Card to our donors who had made a gift of \$500 or more during the last five years. The card was sent to over 500 households without an ask. This year's spring appeal will be a print and email appeal geared toward four different segments as a follow-up to the year-end appeal: Alumni, people who gave last year but not this year, WDCE and Faculty and Staff. TMCC is participating in Nevada's Big Give, which takes place on Thursday, March 23. This is a giving day similar to Giving Tuesday. We will be asking for scholarship support with a \$10 ask. We are currently working on an annual fund strategic plan for calendar year 2017. This will cover the Foundation's financial goals, as well as annual fund strategies, solicitation strategies, general goals for the year, a timeline and action plan to achieve those goals, a plan for database management, and a rough three-year timeline for the annual fund. The employee donor appreciation reception will be held Tuesday, April 18 at 4 p.m. in the Golden Frog restaurant. Employees who have given a gift, whether individually or through payroll deduction, will be invited.

14. **Old Business.**

none

15. **New Business.**

none

16. **Public comment.**

none

17. **Next Meeting Dates:**

- a. June 14, 2017, Dandini Campus
- b. September 13, 2017, TBA
- c. December 6, 2017, TBA

Adjourned at 9:10 a.m.

FOUNDATION BOARD MEETING AGENDA

March 8, 2017 at 7:30 a.m.

Trustees Annual Meeting

TMCC William N. Pennington Applied Technology Center, room 122

1. Welcome, Brad Woodring, Chair
2. Public comment
3. Review December 7, 2016 Foundation Board of Trustees Board Minutes
(Action item – approve December 7 minutes)
4. William N. Pennington Applied Technology Center Update – Dr. Kyle Dalpe, Interim Dean, Technical Sciences
5. TMCC Career Center Update, Sidney Sullivan, Manager, Career Center
6. President Update- President Karin Hilgersom
7. Review Gift Report & Financials - Gretchen Sawyer and Connie Christensen
(Action item – approve gift report)
8. Foundation Account Signature Policy – Increase one signature minimum on check from the current \$2,000 limit
(Action item – approve revised check signature policy)
9. Management Fee – **(Action item – approve reduction from 1.5% to 1.25%)**
10. Executive Director Update – Gretchen Sawyer
11. Scholarship Update – Tara Hawkins, Development Officer/Scholarship Manager
12. Grant Update – Laura Vargas, Proposal Development Specialist
13. Annual Fund Update – Brianna Soloski, Annual Fund Coordinator
14. Old Business
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16. Public comment
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Adjourn