

MEETING MINUTES

Board of Directors Meeting

November 15, 2017 at 7:30 a.m.

TMCC Dandini Campus, Sierra Building, Room 212

1. **Welcome**, Brad Woodring, Chair: Brad
Woodring called the meeting to order at 7:31 a.m. Members present include Brad Woodring, Dr. Karin Hilgersom, Rod Sanford, Gigi Chisel, Jesse Murray, Mindy Lokshin, Alan Olive, Cheryl Cardoza. Staff and guests include: Gretchen Sawyer, Becky Josten, Stefanie Givens, Laura Vargas, Tammy Freeman, and Heather Combs-Sally, Zach Totans and Cynthia Olivo.
2. **Public comment**
None
3. **Review September 13, 2017 Foundation Board of Trustees Board Minutes.**
Gigi Chisel moved, Rod Sanford second, motion passed.
4. **Veterans Resource Center Update, Zach Totans, Veterans Resource Center**
 - The Veterans Resource Center has moved to RDMT 2nd floor and is now four times larger. A computer lab was added with free printing for vets. Veterans have priority registration and early enrollment opportunities. Professional Development workshops have been developed for veterans with the help of Career Center Counselor, Kelly Wong, which include workshops for resume building, networking, LinkedIn, and business cards. They hold about 15 workshops a year. In addition, the veterans job fair is held once a semester, Fall and Spring. TMCC is the only school in Northern Nevada to provide these kinds of services for vets. Early Alert is a TMCC wide initiative that red flags the Veterans Resource Center if a student vet is struggling in any of their classes so that the Center may reach out to the students and provide help.
 - Three years ago, a generous donation was received by the Nevada Military Support Alliance and has helped to create two programs: Student Veteran Mentor Program and Veteran Leadership Academy. These programs are the only ones in the country and are designed to aid the transition from the military to the academic environment. The Student Veteran Mentor Program helps 60 veteran students get linked to faculty members for a one on one mentorship. The Veteran Leadership Academy (VLA) awards 10 exemplary veteran students with a \$1000 scholarship and they are tasked with creating a community service project of their choice. This year they are building kennels for abandoned animals. In spring, veteran enrollment totaled 690 students.
 - The Nevada Military Support Alliance is donating \$50,000 a year for five years. Recently we were notified of the Veterans Upward Bound grant for five years, which is a program for vets before they enroll in college and is located at the Meadowood site and run by Robert Hernandez. It provides funding for three staff to work with the Veterans Upward Bound participants so that they can be accessed for college entry.
 - More opportunities will be provided to vets due to the dedicated clinic planned for the Adopt A Vet dental program. The Foundation became the fiscal agent for Adopt A Vet dental a year ago.

5. **President Update- President Karin Hilgersom**

- We were notified in early October that TMCC is one out of 150 community colleges that has been named for consideration for the Aspen Institute prize. The application we recently submitted was outstanding. The prize, \$1 million dollars, is to be used for student success initiatives. We hope to make it into the top 10.
- Progress on the EATS project and case of support will begin again after Thanksgiving. We are close to selecting the private/public entity for the construction. We are closely working with the budget office to come up with a number for debt service. The Foundation has a realistic target of raising \$6 million for the project. There is a committee currently working on picking out the architect for the soccer field. NSHE has approved \$1.5 million in financing to start on this project. Our plan is to have it completed by Fall 2019 or possibly sooner.
- For the Nevada Promise Scholarship update, we received 1,790 applicants at TMCC alone and we have between 130-140 mentors with a goal of 200.
- Thom Reilley, Chancellor, and his cabinet will be visiting each NSHE campus to hear funding priorities for the next legislative session.
- After meetings with DRI's new president Kristen Averyt, it was decided that we would have a good chance of getting a state funded science building by partnering up.
- Five broad goals that the BOR is considering is student success, closing the achievement gap, access, and workforce education and research. Two suggestions by BOR was not to forget innovation and diversity.

6. **Executive Director Update – Gretchen Sawyer**

- Introduced Stefanie Givens, new Development Officer. Becky Josten has been Interim Scholarship Manager. The position has just recently closed for Scholarship Manager and applications will be reviewed and interviews will be conducted after Thanksgiving.
- Friday the 17th is the Association of Professionals Cornerstone event. Outstanding donors and fundraisers are recognized during this event along with boards that have 100% of their members make a personal financial contribution. Board members were reminded of their annual commitment.
- Endowment update: In Dec. 2016 the investment committee voted to reduce the spending from 4.75 to 4.5 percent. Instead of impacting our spending rate which is at 3.25 percent, the board approved to reducing our management fee from 1.5 to 1.25 percent. According to the calculation, it amounts to a \$15,000 reduction. The importance of our endowments and the management fees were presented at the June BOR meeting. The Regents are now looking at the recommendations from the all the institutions.

7. **Board Members and Officers Approval, Brad Woodring**

- Two-year term – January 2018 – December 2019
- Officers: Gigi Chisel, Chair; Jesse Murray, Vice-Chair and Mindy Lokshin, Treasurer, Brad Woodring, Past Chair
- Alan Olive moved, Rod Sanford second, motion passed.

8. **Review Gift Report & Financials - Gretchen Sawyer and Connie Christensen**

- Jessie Murray moved, Rod Sanford second, motion passed.
- President Hilgersom is talking with the owner of Great Basin Brewing, Tom Young, about crafting a new beer - a specialty 'TMCC brew' and hosting an event to promote it.

9. **Grant Update – Tammy Freeman, Grants Manager & Laura Vargas, Proposal Development Specialist**
 - They attended conferences surrounding HSI grants. We have been exploring TMCC's values as an HSI. A team of four faculty members attended the American Association of Colleges and Universities STEM conference in San Francisco.

10. **Year-end Giving – Stefanie Givens, Development Officer**
 - Giving Tuesday is on November 28. At year-end we will be sending out a set of three emails to our donors with different 'Voices' from the college. On the first email, Clarissa McIntyre, a Rad Tech student, will do a testimonial about what giving has meant for her. The second email will be from a prospective program on campus, with Kyle from the Technology Center talking about the impact of donor gifts to the center. And the third will be from a donor saying why they support TMCC.
 - As part of year-end, we will be introducing a leadership giving club. The Circle for Academic Excellence will have three tiers: \$500, \$1,000, and \$1971 (the founding year of TMCC).
 - We are asking for contacts from Board of Directors for potential donors for Giving Tuesday just by sending out a small email request to those contacts.

11. **Scholarship Update – Rebecca Josten, Interim Scholarship Manager**
 - Endowment value as of Aug. 31 is \$10,794,137. That is an increase of over a million dollars and it includes \$428,000 in contributions and market returns. Great news about new endowments is that BOR voted that they do not need to approve endowments of \$25,000 or below. We have two new endowments: The Helaine's Caregiver Support endowment, which provides massages to caregivers from TMCC students and The David Graham endowment to help African American students. This endowment is invested at \$16,500, which is the target amount to generate \$500 a year in interest. New applications for scholarships open Jan. 1 and close March 1. As of today there are 613 awards for \$624,474. Two new scholarships we are working on: Austin Meyer Scholarship (in memory of the TMCC student killed in the Las Vegas shooting) and Napa Auto Scholarship (set up by a committee of local auto shop owners).

12. **Old Business -None**

13. **New Business**
 - Volunteer Forms – Volunteer forms will be sent out for board members to complete.
 - Mindy Lokshin and Brad Woodring recommend reviewing Bylaws.

14. **Public comment**

15. **Next Meeting Dates**
 - March 7, 2018
 - June 13, 2018
 - September 12, 2018, Annual Meeting
 - December 5, 2018

16. **Adjourn**