

# MEETING MINUTES

**March 6, 2019 7:30 a.m.**

TMCC Dandini Campus  
Room 255

1. Welcome, Gigi Chisel, Chair: Gigi Chisel called the meeting to order at 7:35 a.m. Members present include Gigi Chisel, Jesse Murray, Sean French, Alan Olive, Mindy Lokshin, Dan Lofrese, Yanus Nelson and Cary Groth. Ex Officio Members include Gretchen Sawyer and Karin Hilgersom. Staff and Guests include Connie Christensen, Mike Holmes, Hallie Madole, Becky Josten, Laura Vargas, Ashlyn Moreno, Sarah Rosenbloom, and Julie Hill. New Board Member Matthew Thornton later joined via phone after the Board approved his membership.
2. Public comment: None
3. Review and Approval of December 20, 2018 Foundation Board of Trustees Board Minutes  
Mindy moved, Cary second, motion passed
4. Board Member Approval of Matthew Thornton  
Two-year term – March 2019 – April 2021
  - a. Sean moved, Yanus second, motion passed
5. President Update- President Karin Hilgersom
  - a. Enrollment is up 4%, which is good news. This is not a count year, where NSHE takes a snapshot of the college population every-other-year rather than a three-year rolling average they had used in the past. Next year is a snapshot year and will determine the base for the upcoming budget. Many of those enrollments are in advanced manufacturing and robotics. At the start of the program, TMCC had only fifty students and now enrollment in those areas has grown to over five hundred in a relatively short amount of time.
  - b. Update on the State Legislature – There are three buckets of money requested in the Governor’s budget. The first is Capacity Enhancement, where in the second year of the biennium there would be a gain of \$1.7 million to \$2.25 million dollars for the purposes of growing capacity at TMCC. This request has survived Gov. Sandoval and now Gov. Sisolak where it has transitioned. However, Summer School funding did not make it into the budget, but may be added back in with the help of Kyle Dalpe and other legislators. The Performance Tool Carves Out where funds are dependent on reaching specified targets.
  - c. The Board of Regents voted on predictable tuition, where tuition will be based during a five-year period on the Higher Education Price Index (HEPI index) which illustrates the cost of doing business, including consumables and inflation. This year the index was around 3.8%, which is why the Board of Regents raised tuition 4%. We are taking a segment of the tuition increase and moving it into a bucket of money for the EATS building project.
6. EATS Update – Gretchen updated the group with a presentation on the status of the new EATS project and the five sites chosen as a potential location. Van Woert/Bigotti is the architectural firm working on this project, where they presented at two forums for the faculty and staff at TMCC. The building is proposed to include a 345-seat Proscenium theater, a ninety-seat restaurant for culinary, a conference center with breakout rooms, and a mock hotel room for travel and tourism to complete the 40,000 square foot building. Dr. Hilgersom and Gretchen informed the group of funding opportunities for the project, including funds derived from tuition and fees. Construction costs continue to rise in Northern Nevada, and completion of the project may be postponed to wait for better construction pricing if the economy slows. Total cost of the project to date is \$33 million dollars. There was group discussion on debt service and the flexibility in funding options for the project. Dr. Hilgersom explained the percentages of tuition that are scheduled to fund operations throughout the community colleges, and the remaining tuition percentage as a possibility to help with project expenses. Gretchen added the savings from

leaving the Keystone Theater will also help pay the debt. The next step on this project is to create and review plans. Preliminary design and architectural plans will provide us with a greater opportunity to grasp the scope and costs of the project. President Hilgersom mentioned the New Market Tax Credit the college is working on and she believes the building will qualify for the credit. In effect, in about seven years, it lowers the cost of the debt by about twenty percent.

7. Gift Report and Financials – Connie shared the financial reports with the group. Assets are under \$4.6 million dollars, down a little from last year, mostly due to the Technical Pathways completion. Otherwise, the budget remains strong. Income and expenses compared to prior year: income is down a little due to the timing of the annual fund. Expenses are down, too, again primarily due to timing with events in the Foundation. Overall budget is doing very well. Connie continued to report on the Endowments and Scholarships included in the deferred revenue, which also remains strong. Gretchen explained more about the State Accounts that the Foundation uses for expenses and how that is reported. Gretchen presented the Gift Report, mentioning the gifts are down this year at \$965,000 YTD in gifts, due to the large Pennington Grant that increased the gifts at this time last year for the dental renovation. If you take out that grant, we are ahead YTD, but by the end of the year, we will likely not reach our \$2.8M goal. Pennington will give \$500,000 for the Vet Tech expansion, provided we raise our match. Gretchen shared a couple of the larger gifts that have recently been awarded to TMCC including the Pennington increase in scholarships for Applied Technical students (HVAC, welding, diesel, and auto programs), and the Foundation will submit another request to continue these funds next year due to the success. The JP Morgan Grant is another large gift this year supporting more than one area within the college.
  - a. Jesse moved, Mindy second, motion passed
8. Approval of Wells Fargo savings account into general checking. A savings account with Wells Fargo has \$2500 remaining and the account is inactive. The Foundation would like to move the savings into checking and then close the savings account. We are seeking board approval to move that money.
  - a. Mindy moved, Sean second, Yanus recused himself from the vote, as he is an employee of Wells Fargo, motion passed
9. Review Conflict of Interest Policy – Gretchen asked members to read and become familiar with the policy as it relates. Gigi asked that all new board members receive a copy when they become members. The Foundation would like to have approval from the board to readopt this policy as written, Gigi read the policy aloud.
  - a. Cary moved, Yanus second, motions passed
10. Strategic Plan Objectives – Review of Goal II, Support Student Success – Becky began with the goal; “to increase financial scholarship support for a student in need as an essential component as functioning as an open access institution.” She continued that the first step is to identifying those students in need and those identifying characteristics including students who take classes outside a program and take less than six credits a semester. Becky explained she is working to reach these students to apply for scholarships. Dr. Hilgersom stated she believes many of these students take classes for fun; i.e. theater, art, culinary, etc. Becky said these could also be students at UNR coming to TMCC for a class. Becky shared the financial aid profile of students receiving federal financial aid with the group, including work-study students who work on campus. The average award this year is between \$1200 - \$1300 per student. Becky mentioned the news story the Marketing department has created to help get out the word about scholarships and filling out the FAFSA application to determine eligibility for scholarships. She mentioned other efforts she is making to get the word out such as guest appearances in classrooms and workshops to help fill out the forms. Some efforts to get the word out have been more successful than other attempts this semester. Many students do not realize they are eligible for more money once they have been awarded larger amounts of financial aid or other funding; an example are veterans. Those who receive the G.I. bill are not necessarily aware they may qualify for more funding. Others think they make too much money, or their parents make too much money and they will not qualify for more funding. Some students are not US citizens or are DACA students and believe they, too, are not eligible for funding. Becky informed the group there were three rounds of text messages that went out to our students as a reminder to fill out the applications for scholarships, which was relatively successful by the third round. Encouraging faculty to inform their students about available funding through scholarships continues to be successful with many faculty, as well as seating student with their donors at the Legacy scholarship reception each year. A five percent increase in students and support is the goal for next year.

11. Grant Update – Tabled until next meeting.
12. Executive Director Update – Gretchen Sawyer- The Executive Director report was included in the materials. Gretchen updated the group on the Nevada Big Give – this year on March 21, 2019 we will be raising money for the Vet Tech expansion at the Meadowood location. Gretchen mentioned Yanus’ “Love a pet? Support Vet Tech” video and other materials the Foundation and the Marketing departments are utilizing for this campaign. One of the methods of raising money for Vet Tech is a photo collage of student, staff and faculty pets at TMCC. In addition, Wednesday, March 13, 2019 we will have Paws 4 Love and their pets at TMCC to help raise money at TMCC providing an opportunity for students, staff and faculty to give. Gretchen asked members to send out the NV Big Give information to at least 15 of their contacts, and if members could help recognize individuals who are in the community to help us with this effort, as well. We have \$215,000 to raise, in order to get the Pennington match. If we are unable to reach the \$215,000, we have unrestricted funds we may be able to use, but we will need to have another board meeting to vote on approval if that is necessary. It is also a CTE qualifying program, so there may be other methods of funding. Gigi encouraged the group to crowd fund. Cary mentioned CRCS and Maddie’s Fund as possible funding contacts.
13. Scholarship Update – Tabled until next meeting.
14. Old Business- none
15. New Business -none
16. Public comment- none
17. Next Meeting Dates
  - a. June 12, 2019Adjourn at 9:00am to attend Learning Commons Opening