
BOARD OF DIRECTORS MEETING MINUTES

June 17, 2020, 7: 30 – 9: 30 a.m.

VIA Zoom

1. Welcome & Introductions: Jesse Murray called the meeting to order at 7:32 a.m. Members present include Jesse Murray, Gigi Chisel, Cary Groth, Fred Altmann, Dan Lofrese, Yanus Nelson, Sean French, Mindy Lokshin, Alan Olive and Matt Thornton. Ex Officio members present include Karin Hilgersom and Gretchen Sawyer. Staff and guests present include Krystyna Sokowski, Sarah Rosenbloom, Connie Christiansen, Ashlyn Moreno, Yevonne Allen, Becky Josten, Laura Vargas and Jeanne Schmelzer.
2. Public comment: None.
3. Review March 11, 2020 Foundation Board of Trustees Board Minutes
 - a. Gigi moved to approve the minutes, Yanus second, motion passed.
4. President Update: Dr. Karin Hilgersom reported that, as of March 11th, 1,211 in person classes were moved to remote and online instruction. There were 2,440 virtual advising appointments held and over 1,195 online tutoring appointments. Around 8,500 meetings and class sessions were conducted using Blue Jeans, Zoom and other virtual means by faculty. Web College has offered more online training workshops to help faculty who were not familiar with the technology. We served 618 participants in those workshops compared to 13 last year. A budget reduction taskforce was convened and a list of recommendations have been provided to the President and leadership team. The President continues to be confident that we will not have layoffs in the next couple of years. Many positions are being left vacant. For the spring semester, degree and certificates completed total 2,565 with 60 more in progress. These 60 CTE students are now able to access the labs using masks and social distancing protocols. The President shared the sad news about the passing of our Assistant Soccer Coach Gonzalo Lopez from COVID. On a positive note the President made mention that TMCC received the National Green Ribbon School Award. The Board of Regents imposed a temporary \$3 per credit surcharge for students because of budget reductions. Cary asked about plans for sports programs this year. Karin replied that we're taking cues from the Scenic West Athletic Conference and the NJCAA. Mindy asked Karin about the status of performing arts. Karin replied that we will not be able to have any performances at this point in time.
5. Jeanne Schmelzer joined briefly to give the group an update on the feasibility study currently being conducted by Netzel Grigsby Associates on the EastView project. A Study Advisory Committee has been put together which includes 11 members. Collie Hutter is chairing the committee, which also includes board members Jesse, Ann and Fred. NGA has conducted 37 interviews with our goal being forty. As of June 12th, 40% of the interviewees were inner circle which is a good percentage. Jeanne explained that they like to see at least half of the interviewees from the outer circle so that we can engage them and encourage them to be interested in the project. NGA found quite a few interviewees not familiar with the programs at TMCC. Eighty-three percent of the interviewees felt that TMCC was doing a great job of meeting the pressing needs of the community. Ninety-four percent of the 33 interviewees read the case of support prior to the interview. The next step is to evaluate and analyze all of the data and produce their findings and recommendations in mid-July.
6. Review and Approve Draft FY 2021 Budget – Gretchen announced to the group that Connie Christiansen has left Eide Bailly and has now started her own practice and she will continue to keep TMCC Foundation as a client. Connie, Becky and Gretchen met a couple weeks ago to draft the new FY21 budget for the Foundation. Gretchen walked through the budget numbers as provided with the board packet.

a. Mindy moved to approve the FY21 budget, Cary second, motion passed.

7. Review Gift Report & Financials – Connie walked through the financials as of May 31st. Bank accounts are just over \$3.1M, which is a reduction of about \$1.3M due to distribution of the Pennington Dental Program money. Promises to give remain at \$100k. On the income statement we have total income of about \$167k. Our expenses are down due to payroll expense that has not been transferred yet. Special programs have increased significantly due to the Vet Tech programs and Pennington. Scholarships and endowments are down a little due to the timing in the last few months and getting those monies distributed. Making up the deferred revenue are \$21k in the endowment account, \$1.5mil in programs and \$475k in scholarships. Gretchen provided some details pertaining to some of the notable gifts received this fiscal year-to-date. We've raised \$2,139,323 which is an increase from the \$1.7mil raised last year. Part of the \$52,571.68 received in the Educational Excellence Fund is due to a generous gift received from Ron Turek in the amount of \$29k. Other notable gifts include \$50k from Jean Rottman for the A and H Insurance & Dick and Jean Rottman Scholarship Endowment as well as \$50k from the Galena Volunteer Firefighters for a Scholarship and Endowment in their name. We also received gifts for memorial scholarships such as the Amy Holland Nursing Scholarship, Patrick Smith Memorial Scholarship, Josh Beal Memorial Scholarship and the first Athletics scholarship in memory of Coach Gonzalo Lopez. In regards to programs, the Vet Tech program has been moved to Meadowood and the name has changed from Veterinary Technician to Veterinary Nursing. Part of the money raised for the renovation of the new Vet Nursing area comes from the Pennington Foundation in the amount of \$500k. Also received, was \$270k from Tesla for equipment for the Applied Technology Center as well as transportation for ACE Highschool students to ATC. We've reached out to local Dentists for support of the dental renovation and received \$94k. Also, the Ayarbe family has made a commitment of \$100k for the naming of the Jospeh P. Ayarbe Gymnasium of which we've received \$94,300 from their friends and family. We also received a one-time contribution from the Walter S. Johnson Foundation for a foster youth planning grant totaling \$30k. This year we've raised \$247k in contributions from new donors. We have 139 employee donors totaling \$48,759.20 in employee gifts.

a. Mindy moved to approve the gift report, Cary second, motion passed.

8. Executive Director Update - Gretchen Sawyer mentioned that due to COVID-19 the March 13 Sports & Fitness Center Ribbon Cutting had to be postponed. Commencement has been rescheduled for September 18th. Also, the Summer Bridge Program will be entirely online this summer. The emergency resource fund for students has been bringing in donations from the #GivingTuesdayNow campaign. Also, the Herb and Maxine Jacobs Foundation contributed an additional \$11k to support students with emergency funds. Gretchen also shared that we are working with the EastView architects, Van Woert Bigotti, to create a video of the project to be able to share with donors. Lastly, we have interviewed five candidates for the Development Officer position and we are now down to two who we would like to have a follow-up interview with in person in July.

9. Grant Update – Ashlyn Moreno began with her update. She reported that the comprehensive local needs assessment has been submitted to the Nevada Department of Education in May which is a requirement of our Perkins funding. This funding supports Career and Technical Education programs at the college. The goal of the assessment is to assure that TMCC is focusing Perkins funding on high-quality and well-aligned programs. TMCC is currently meeting all of its target performance benchmarks. After much data analysis, it was found that most of our CTE programs are well-aligned to the labor market needs of our state and region. We prioritized our program supporting occupations that were tied to Nevada's target industry sectors, specifically those prioritized by NDE. Those programs are education, IT, healthcare and manufacturing. Ashlyn also added that we now have a rich resource of labor market data that we can leverage for future grant funding requests. An example of this is we were able to use this data in a competitive grant that is part of the Perkins funding source and request a virtual dissecting table. This table allows students to look at the body in many different levels (cellular, skeletal, muscular) without having to use a cadaver. It will be housed at the Redfield campus.

Sarah Rosenbloom gave an update of the CARES Act. In late April, the College received \$3.3mil in CARES Act funding. Half of it, about \$1.67M, is for institutional aid and the other half is for financial aid for the students. As of June 8th, 1,082 students had received emergency financial aid grants totaling over \$734k. The maximum individual student award was \$700.

10. Scholarship Update – Rebecca Josten gave an update of scholarships. Our endowments are down from last year. Our current market value as of the end of February was \$10,953,087.89. We had \$11,280.33 in new contributions and \$64,539.04 decrease in market returns. The Dr. Elizabeth Andal Scholarship endowment is underwater and the Galena Volunteer Firefighters is a new endowment. We had 1,520 scholarship applications this year compared to only 1,279 last year. We've awarded 74 awards totaling \$78,500 to 74 students. We're

waiting to hear from Pennington Foundation to see if we will receive funding for the next year of Pennington Applied Tech scholarships as well as for the new cohort for Pennington Nursing and the new cohort for Pennington Dental with an increase of one student. We have the first athletics scholarship established with donations for the Coach Gonzalo Lopez Scholarship totaling \$3,160. Also, Tom Tooke has provided a planned gift for about \$80k that will fund four students at \$4k for five years. Finally, Becky reported that we will not be doing the in person Legacy event due to COVID-19. Instead we will be creating a video for our donors and students. Donors will be asked to do a video congratulating the students on their scholarships and in lieu of attending Legacy, students will be asked to do a short video thanking their donors.

11. Strategic Plan Objectives – Review Goal III, Provide Resources to Faculty and Staff to Support Academic Excellence at TMCC – Gretchen Sawyer gave an update. The Foundation continues to work with the faculty senate recognition committee on developing a memory wall which would recognize TMCC faculty and staff who have passed. The challenge in creating this wall is identifying the criteria. Once the criteria are set an etched granite wall will be displayed in the quad on campus. But as things are developing a digital display could be used instead and placed in the student center or new building as well. Some of the other awards we provide are the Classified Staff of the Year award which we held virtually in May. We also continue providing the Professional of Month award in which we give \$100 scholarship to a student of that recipients choosing. During commencement we provide the Faculty Excellence in Service award and the Faculty Excellence in Teaching award each for \$1k. We received a contribution from Model Dairy for the Service award of \$10k which supports the award for ten years. The Faculty Excellence in Teaching award has been supported through the Reno Gazette Journal in the past. But due to their severe budget cut they are no longer able to support that award. We will have to find a new supporter for that award.

12. Old Business – None

13. New Business – Gretchen addressed the group to ask how COVI-19 has impacted the Boards' businesses and how TMCC can assist different businesses. Fred Altmann commented on how commercial construction and home building has seen a spike in construction for Northern Nevada. He does not see it decreasing since he thinks more people will be moving to Reno. He notes that Truckee has been hugely impacted by more people deciding to move into their vacation homes there. These families will be having their children starting the school year here which will spill over into Reno and can likely cause an increase in enrollment in education. Gigi also commented that in regards to the properties her company manages, which are operated throughout both ends of California and Nevada, a portfolio of about 11,000 apartments and over 30 shopping centers, she is pleased to see that most people are working from home and not losing their jobs. Their revenue collection on residential outperformed her expectations. And in regards to the commercial tenants, most have reopened their businesses in the shopping centers and have received PPE loans. Fred also added that the PPE loans run out in less than a month and will impact the small businesses. Those businesses will have a tough time keeping employees after a certain amount of time if there isn't a certain amount of income. Connie commented that she sees this as an opportunity for TMCC because there will be an overall change in the job market and we are going to have a lot of people who will need to get new skills and certifications. Cary also commented on the impact of not having a basketball championship which distributes almost a billion to the division I, II and III schools. Institutions are starting to drop athletics and sports.

14. Public comment - None

15. Next Meeting Dates

a. Wednesday, September 16, 2020 Meeting Adjourned at 9:26 a.m.

