



WNC Foundation Board Meeting Minutes

Thursday, April 17, 2025

The Link - Aspen Bldg.
2201 West College Parkway, Carson City
8:00 a.m. – 10:00 a.m.

Board Members Present:

Michelle Ketten	Matt Hock
Sean Davison	Amanda Jacobson
Anthony Dowling	Rick Kohler
Sandy Foley	Kevin Maillet
Miranda Hoover	Tyler Smith
Rochelle Tisdale	Michelle Hale
Ronele Dotson	Barbara D'Anneo
Lupe Ramirez	Brook Sweeting
Stacy Woodbury	

WNC Staff Present:

Niki Gladys	Kyle Dalpe
Melody Duley	Mirjana Gavric
Elizabeth Bennett	Coral Lopez
Janelle Williams	Jeff Bonano

Board Members Absent:

Christie Asis	Cliff Sorensen
Scott Fields	Nick Rowe
Tina Picetti	Barbara D'Anneo
Michelle Hale	Bryce Clutts
Maria Denzler	Amber Kellner

Proposed Board Members: Melissa Harlow

Guest Speaker: Lynda King

Welcome**INFORMATION ONLY**

Western Nevada College Foundation Board Chair, Michelle Ketten, called the meeting to order at 8:15 a.m. Ms. Ketten welcomed the group and introduced employee Janelle Williams, Administrative Assistant III, to the Advancement Team.

Public Comment**INFORMATION ONLY**

Ms. Ketten asked if there was any public comment. No comments were received. Hearing none, Michelle Ketten moved to the next agenda item.

January 31, 2025, Board Meeting Minutes**APPROVED**

Ms. Ketten presented the minutes from January 31, 2025, Western Nevada College Foundation (WNCF) Board Meeting. Board Member Stacy Woodbury motioned to approve the minutes; Mr. Sean Davison seconded the motion. All board members were in favor, and the minutes were approved.

WNC Foundation Board Membership**APPROVED**

Chief Advancement Officer Niki Gladys introduced Melissa Harlow as a prospective new board member and invited Ms. Harlow to say a few words. Ms. Harlow shared her qualifications and interest in serving on the WNCF Board. Ms. Ketten called for a vote. Board Member Stacy Woodbury motioned to approve Ms. Harlow's membership, and Board Member Sandy Foley seconded the motion. All members were in favor, and Ms. Harlow was welcomed to the board.

State of the College**INFORMATION ONLY**

WNC Foundation Chair Michelle Ketten introduced Dr. Kyle Dalpe, President of Western Nevada College, who delivered the State of the College address. Dr. Dalpe welcomed attendees to The LINK, the College's newly renovated career and employer services space. He explained that The LINK is designed to connect students with job opportunities and support them through the interview and hiring process.

Ms. Gladys recognized the Pennington Foundation, the Redfield Foundation, and the NV Energy Foundation for their generous support in funding the renovation. Dr. Dalpe and Ms. Gladys both expressed appreciation to the donors and campus team for making the space possible.

Dr. Dalpe discussed the College's financial outlook, upcoming legislative impacts, and the anticipated outcome of the May Economic Forum. He noted that WNC has experienced a 20% increase in enrollment—an encouraging sign of the College's growing impact—but also emphasized the strain this places on resources given ongoing budget constraints. He underscored the need for a more equitable state funding formula that better supports the unique challenges faced by rural community colleges.

He also shared highlights from the recent seven-year accreditation visit, noting that the College received several commendations as well as valuable feedback for continued improvement.

Bylaws Update and Approval**APPROVED**

Ms. Gladys presented proposed updates to the WNC Foundation Bylaws to align with current best practices and the evolving needs of the organization. Revisions include clearer definitions of leadership roles—particularly in finance and governance—along with updated committee structures and responsibilities. The proposed changes also increase the potential board size from 25 to 35 members to match the Foundation’s Articles of Incorporation. Additional refinements address meeting requirements, standardize terminology for board members, and enhance confidentiality and recordkeeping protocols. Ms. Gladys thanked Mr. Cliff Sorensen, Ms. Woodbury, and Ms. Ketten for their work on the Bylaw Review Committee. Ms. Woodbury moved to approve the revised bylaws; Ms. Miranda Hoover seconded. The motion carried unanimously.

Finance Committee Update**INFORMATION ONLY**

Mr. Rick Kohler, Vice Chair of the WNC Foundation, provided an overview of the recent Finance Committee meeting and the Foundation’s financial position. He highlighted a strong year-over-year increase in total assets, driven in part by higher scholarship activity. Ms. Gladys, Executive Director, noted that updates to the scholarship payment process—aligning payments more closely with award timing—are helping improve the clarity of financial statements moving forward.

Mr. Kohler reported that the Foundation’s investment portfolio is flat year-to-date, showing a modest 0.2% decrease as of March 31, 2025, primarily due to market volatility. However, he emphasized that the portfolio has grown by 8.6% year-over-year, demonstrating its resilience and strength over time due to sound diversification and strong fixed-income holdings. He also reminded the board that the Foundation’s investment strategy is designed to generate income that supports scholarships and other key initiatives at the College, ensuring alignment with its mission.

Open Meeting Law Presentation**INFORMATION ONLY**

Ms. Lynda King, Senior Associate General Counsel for the Nevada System of Higher Education, provided a brief training on Nevada’s Open Meeting Law (OML). She explained that the law exists to ensure transparency and public access to the decision-making of public bodies. Ms. King reviewed key requirements, including quorum definitions, agenda posting, public comment, and recordkeeping. She emphasized the risks of “walking quorums” and serial communications outside of agendaized meetings, particularly via email or informal gatherings. She advised board members to avoid Reply All and polling behavior, and to direct legal questions to counsel to avoid inadvertent violations. Ms. King also discussed recent legislative considerations around meeting accessibility and reminded the board that actions taken in violation of OML can be voided. She encouraged members to reach out to her with any questions.

WNC Foundation Scholarship Update**INFORMATION ONLY**

Development Coordinator Elizabeth Bennett-Doran provided an update on the scholarship application process. She reported that 409 applications have been received, with approximately 200 in progress. She emphasized the importance of outreach and recent events aimed at encouraging more students to apply.

WNC Foundation Store Update**INFORMATION ONLY**

Ms. Bennett-Doran also updated the board on the revitalization of the WNC Student Store. She shared details on how items can be purchased and noted that a merchandise pop-up will be featured at the upcoming commencement ceremony.

WNC Foundation Event Update**INFORMATION ONLY**

Ms. Gladys shared highlights of several upcoming events, including the Carson and Fallon Commencement ceremonies, the Grand Opening of The LINK, the Donor Appreciation Night featuring *The Sound of Music*, the annual *Reach for the Stars* Gala, and the *Golf for Education* tournament. She emphasized that these events are not only celebrations of student and community success but also key opportunities for board members to support the College, build relationships, and engage with current and potential donors.

- Board Member, Amanda Jacobson discussed the upcoming **Cost of Poverty Experience (COPE)** training, designed to help faculty and staff understand the barriers faced by low-income and adult learners. Volunteers are needed for the event.
- Event Chair, Brook Sweeting provided an update on the **Reach for the Stars Gala**, highlighting success in securing auction items and sponsorships. She reminded the group of the “Fire and Ice” theme and shared that the committee has secured an ice sculpture, fire dancers, and other entertainment.
- Ms. Gladys gave an update on the **Golf for Education** tournament, emphasizing the need for raffle prizes and sponsorships, and the value of community participation.

New Business**INFORMATION ONLY**

Ms. Ketten asked if there was any new business. None was introduced. Hearing none, she moved to public comment.

Public Comment**INFORMATION ONLY**

Ms. Ketten asked for final public comments. None were received. She thanked everyone for attending, reminded the group that the next meeting will be held on **July 24, 2025**, and adjourned the meeting.

The WNCF quarterly board meeting was adjourned at 9:48 am