



Western Nevada College
FOUNDATION

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BOARD OF TRUSTEES
QUARTERLY MEETING SUMMARY
WESTERN NEVADA COLLEGE
CARSON CITY, NV
FRIDAY, NOVEMBER 13, 2015
8:00 AM – 10:00 AM

Board Members Present: Amy Clemens Sean Davison
 Niki Gladys Larry Goodnight
 Lisa Granahan Kathy Halbadier
College Staff Present: Chet Burton Jessica Plett
Guests Present: Dan Carter – Eide Bailly LLP
 Dave Troescher – Charles Schwab

1) Introductions and Welcome (Niki Gladys)

Niki Gladys called the meeting to order at 8:06 AM.
All present introduced themselves.

2) Public Comment

No public comment.

3) Regular Agenda

A. August 28, 2015 Board Retreat Minutes

Niki Gladys asked for a motion to approve the minutes. Amy Clemens motioned to approve the minutes as written. Sean Davison seconded. Motion passed unanimously.

B. Development Committee Report (Larry Goodnight)

Mr. Goodnight reported on the future plans for the committee:

1. Tentative date has been set for Friday October 7th or 14th, 2016 for the Golf Classic if it is to be held at Thunder Canyon. Silver Oak would be a better financial decision and if it is decided to hold it there, the tentative date will be September 16, 2016.
2. All plans for holding an event in Fallon are postponed until the new director is hired.
3. All plans for future events are also on hold until the new director is hired.

C. Finance Committee Report (Sean Davison)

Mr. Davison gave an update on what the investment committee has been doing:

1. There has been substantial progress on consolidating the investment accounts.
2. We have added a cash flow link between Charles Schwab and Citi National Bank for electronic transfers. This will allow for faster transactions and less paperwork.
3. Mr. Davison reviewed the expenses for July 2015 through September 2015.
4. Davison has agreed to be the new Finance Director and Good night will be the back-up.
5. Mr. Carter reviewed the most recent audit and explaining the audit process. An audit is conducted every two years and a review is done each year. There were no significant changes this year during the review.

Mr. Goodnight motioned to approve the Financial Statements. Mr. Davison seconded. Motion passed unanimously.

D. Executive Committee Report (Sean Davison)

Topic not discussed at this time.

E. Directors Foundation Update (Larry Goodnight)

Topic was discussed by Mr. Goodnight during the Development Committee Report.

F. President Burton's College Update

President Burton reported the following:

1. The Director of Development application process will close on 12/4/15.
2. Face to face interviews will be conducted in January and the position should be filled by 2/1/16.
3. The Director of Development position will include more grant writing along with the fundraising duties of the position.
4. Bonnie Bertocchi is retiring as the Assistant to the President and the position will be filled soon.
5. Annual Board of Regents meeting is scheduled for 12/4/15
6. The WNC Marketing Department will be used for all Foundation marketing
7. WNC is partnering with Miles Construction on the Reynolds building remodel and no management fee is being charged.
8. Local businessman Ian Hill is interested in partnering with WNC for a club soccer team. This will be a club program instead of a junior college team.

G. 2015-2016 Calendar of Events/Meetings

1. Ms. Clemens suggested having a Spring Gala at the Observatory in April or May, possibly a black tie event.
2. All event planning is on hold until the new director is hired.

H. 2016 Golf Classic

This topic was discussed by Mr. Goodnight during the Development Committee Report.

I. Foundation Marketing Support Proposal

1. In Plain Sight was being used by Katie Leao for marketing purposes and it is a very large expense.
2. By using this outside company it is causing strife between the Foundation and the marketing department.
3. Ms. Gladys recommended terminating the use of In Plain Sight Marketing due to the fact that there is no signed contract in place. She will contact Renee Plain and request copies of documentation of services provided.

J. Review of Fiscal Policy for the Finance Board

Ms. Clemens reviewed the new fiscal policy with the board. Board members will review the changes and a vote will be taken at the February 19, 2016 board meeting.

K. New Business

Ms. Clemens requested that the board sign a letter for Waddell and Reed regarding her position on the board.

L. Public Comment

No public comment.

4) Adjournment

The meeting was adjourned at 10:05 AM. The next WNC Quarterly meeting is scheduled for: Friday February 19, 2016 8:00 AM-10:00 AM in the President's Board Room.