



EXECUTIVE COMMITTEE MINUTES

February 12, 2024

Members Present: Xavier Arinez, Jennifer Babcock, Jordan Jessup, Barry Leahy, Brett Peterson, Joshua Wood

Members Absent: Don Gurnard, President Faimous Harrison

Staff Present: Rachel Evey, Mireya Sanchez

CALL TO ORDER 4:04pm

1) CONSENT AGENDA

- A. January 2024 Minutes approved by consent without changes.
- B. Committee Reports- reviewed by committee chairs, no additional commentary.

2) REPORT FROM THE COLLEGE – *Rachel Evey*

WVC has had a couple of resignations at the cabinet level, which will tie up President Harrison for a short while. Registration for spring quarter has opened, with enrollment up from this time last year for both winter quarter and spring quarter. Environmental Systems & Refrigeration Technology (ERST) program received a renewed career launch endorsement from the State of Washington, which allows students to gain actual career experience while they are in school.

3) TREASURER'S REPORT – *Jennifer Babcock*

- A. Operating Income Statement- below budget slightly in income, though overall we are below budget due to expenditures being less than anticipated.
- B. Income Statement per Restrictions
- C. Balance Sheet- total assets were just over \$13MM at the end of December with the majority being permanently restricted in endowments.
- D. Monthly Gift Report- Includes the January gifts, though we do not have the funds yet due to the delay with NFG. Also includes ticket revenue for Knight at the Wild.

4) OLD BUSINESS

- A. Debrief: Knight at the Wild- overall positive feedback with a debrief scheduled for this week with our partners. This year was more organized than last year, with the clubs having a positive experience. The diaper drive happened at the first Wild goal, so we were able to collect over 12K diapers for the Knights Kupboard, with the assistance of the Women's Service League. Discussion for next year- simplify booth activities, as there was too much to sell/going on in one place; make sure we get the "shoot a puck" reserved, as well as the Wild raffle tickets for the night.
- B. Board Slate- DRAFT
 - i. At-Large Vacancy- filled by Brett Peterson, who will finish out April Clayton's term.
 - ii. Renewals- discussed renewal communication efforts from VP Jordan Jessup.

1. Confirmed- Ron Lodge, April Clayton, Steven Wilkinson, Cathy Rixey
 2. Tentative- Beverly Jagla, Bryce Mackay, Bianca Ebreo (no response)
 3. Declined- Daryl Ferguson, Chelsea Ewer
- iii. Recommendations- list of previously recommended new board members reviewed. Discussion regarding keeping some board vacancies and requesting a representative from the Omak Foundation board.

5) NEW BUSINESS

- A. Action: Endowment Allocation- Budget and Finance Committee made a recommendation for a 5% allocation for 2024-25. This is the first year the rate is based on the updated spending policy of 5-year rolling average fund balance rather than 3-year. The 2024-25 total allocation would be \$490K with \$307K in scholarships and \$184K in program support.

Motion from Jordan Jessup to approve the 2024-25 allocation rate at 5% as recommended. Second from Jennifer Babcock. Motion passes without dissent or abstention.

- B. Full Board Retreat – August 2024- In the past, the retreat has been in September in place of that month's board meeting. It is also usually the first day of classes on campus and amid event planning/execution. Staff recommended that the retreat be held in August, to get ahead of the academic year, as well as implement our goals in conjunction with the college's strategic plan, which should be released and in motion by then. Consensus from the group that August is the best time. Proposal to hold it on Thursday, August 15th from 10am-5pm, with coffee service, lunch, and a social hour from 4-5pm. The social hour will be open to board members' partners, Cabinet, and WVC trustees. The retreat will include orientation content and strategic discussion. Discussion regarding an executive committee retreat as an extended afternoon meeting on June 13 to prepare the full board retreat agenda.

6) EXECUTIVE DIRECTOR REPORT – Rachel Evey

- A. Business After Hours – Feb. 29- volunteer list full, monthly networking event by the Chamber of commerce. Lupe has put together the full evening of activities.
- B. Annual Foundation Celebration – May 9- name change to recognize all those who contribute to our success. Top priority for board attendance.
- C. Athletics Fundraising- memo in packet, the foundation will primarily operate in an administrative support role. Return of hall of fame auction, we will run the online portion. NAC will be held again in December as well.
- D. Out of Office: March 4-22- Rachel will be out during this time with daily operations and approval falling to Executive Assistant Mireya Sanchez.

7) OTHER BUSINESS

- A. March Committee Meeting- Budget & Finance and Executive committees will not be meeting, and there will be no Full Board meeting. Development committee will meet.

Adjournment at 5:05pm
Minutes taken by Mireya Sanchez