



## BOARD OF DIRECTORS MINUTES

October 17, 2022

**Members Present:** Xavier Arinez, Jennifer Babcock, April Clayton, Kathy Coffman, Bianca Ebreo, Don Gurnard, Bárbara Guzmán, Beverly Jagla, Jordan Jessup, Barry Leahy, Ron Lodge, Danielle Marchant, Lyle Markhart, Brett Peterson, President Jim Richardson, Cathy Rixey

**Members Absent:** Brenda Alcalá, Chelsea Ewer, Daryl Ferguson, José Gonzalez, Bryce Mackay, Steve Wilkinson, Joshua Wood

**Staff Present:** Rachel Evey, Jill Leonard, Mireya Sanchez

### CALL TO ORDER 12:02pm

#### 1) CONSENT AGENDA

- A. June 2022 Meeting Minutes approved by consent without changes
- B. Committee Report- no questions

#### 2) REPORT FROM THE COLLEGE *President Richardson*

- A. Enrollment is on par with last fall, which is a vast improvement from where WVC expected to be.
- B. WVC has a "Big Idea" committee, which has put in a lot of work to draw people to campus. Foundation provided funding for Big Idea to offer a summer college prep course free to students. The students who participated are being tracked or checked on to measure the outcome of those courses. Students had the option to take these classes as non-credit courses or credited courses, depending on their needs.
- C. About 20 international student-athletes are currently playing on teams, with an additional 20 students expected to come in January. Housing these students is a challenge, but is currently split between the dorms and other housing solutions (host families, rentals, etc.). Benefits to WVC include larger reach and reputation, increased diversity in student population, and higher tuition income.
- D. Opportunities for additional athletic teams are being explored. Title IX investigation earlier this year resulted in increased efforts to provide sports opportunities equitably between men's and women's teams, with local resources for coaches being researched (paired positions).
- E. New building design for Batjer replacement (Center for Technical Education and Innovation aka CTEI) still in the works, with the full design cost covered. WVC in a good position on the state's list of capital budget considerations for construction. New building will be placed where Sexton Hall is located, the programs will continue operating in Batjer Hall where the labs and facilities are currently during construction.
- F. Discussion regarding nursing program- availability of spots in the nursing program vs. pre-requisites and competitiveness in the field and program. Additional funding in the form of a grant from the Foundation of Caring, secured by foundation staff, will enable a second, smaller cohort of nursing students to begin at winter quarter. This will provide more

opportunity for students to get into the program. The second start is anticipated to launch in January 2024.

**3) TREASURER'S REPORT – Rachel Evey**

- A. Income Statement- operating expense under budget currently. Next month will be higher due to higher in-person operations and events costs. Income almost in alignment with budget. Donors are consistently giving to restricted funds. Staff is currently updating operating budget to reflect costs going forward.
- B. Balance Sheet- Asset classification is steady in line with previous 5 years.
- C. Monthly Gift Report- looks different from previous months, as we are still working on formatting a new report from Network for Good, after our transition from Raiser's Edge.

**4) OLD BUSINESS**

- A. Debrief: Board Retreat- Great conversation with good results from SWOT analysis. Moving forward there will be a standing agenda item to continue reviewing the results of that activity to enable improvement and strategy.
- B. Debrief: Food Truck Knight- Thank you to board volunteers for help and attendance at this event. Overwhelmingly positive feedback from the community in general and campus community. Confluence Rotary provided the beer garden service, and several other partners contributed to the event's success. This will be an annual event; next year's date has already been set. Some takeaways for next year include charging vendors in some way, whether through fee for attending or percentage of sales, inviting more vendors, and finding other ways to bring income.

**5) NEW BUSINESS**

- A. Account Signatures- updating account signatures for Cashmere Valley bank to properly reflect staff and current officers of the board. All fiscal procedures manual processes will continue to be followed. Current signatories will be Rachel Evey as executive director, Mireya Sanchez as executive assistant, Don Gurnard as board president, and Brenda Alcalá as board treasurer.

**Motion from Ron Lodge to approve updating authorized signatures. Second by Brett Peterson.  
Motion passed without dissent or abstention.**

- B. WVC Scholarship Funds- WVC currently holds and manages 24 scholarship funds that were established independent of the foundation. Scholarships are moving from WVC to WVC Foundation. All funds will be managed and administered by the Foundation. Only about a quarter of those scholarships are endowed, the remaining are annual scholarships which will be administered until funds are depleted. Donors and/or their representatives have been notified. All funds will follow foundation policies and procedures.
- C. CD for Grant from Foundation of Caring Fund- The first of these two grants have been received, totaling \$95K after admin fees. Budget & Finance approved putting funds into a CD or some other type of savings account to build interest on the funds while we wait for the second portion of the donation to come through. Recommendation to continue researching after recommendation that a better rate is possible through a brokerage firm, rather than using a bank as previously discussed. With assistance from board member Brett Peterson, staff will research the market offerings available currently, and work with Stifel representative to move forward.

**Consent from board to give Budget & Finance Committee the authority to approve the CD recommendation via email.**

- D. Square- Foundation now has Square point of sale (POS) equipment after learning Blackbaud equipment is obsolete. Purchased as a quick solution for an event and will be kept for future events.

**6) EXECUTIVE DIRECTOR REPORT – Rachel Evey**

- A. Knight Fright Fun Run- Partnership with Omak Foundation, ASWVC and ASWVC-O again. We have plenty of volunteers but need the board's assistance with encouraging registrations. Last-minute sponsors have also come through. We have high student registration numbers.
- B. Staffing Update- Ellora La Shier will be out of the office starting Nov. 1<sup>st</sup>. Brenda Magaña-Galvan will be out starting December 1<sup>st</sup>. A contractor will be hired to cover Ellora's duties, and a contract is being worked to cover accounting services in Brenda's absence.
- C. Athletics Fundraising- partnership with Athletics Director Lance LaVetter and athletics. Foundation will provide support in fundraising efforts. Athletics is holding an Online Giving week next month. A golf tournament is planned for next spring, with support from a couple of Foundation board members who have connections at local country clubs. With an all-new coaching staff, a lot of collaboration is taking place between individual coaches and the Foundation to push fundraising efforts.

**ADJOURNMENT 1:05pm**

Minutes taken by Mireya Sanchez