



## EXECUTIVE COMMITTEE MINUTES

November 14, 2022

**Members Present:** Brenda Alcala, Jorden Jessup, Barry Leahy, Joshua Wood

**Members Absent:** Don Gurnard, Beverly Jagla

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

### CALL TO ORDER 4:05pm

#### 1) CONSENT AGENDA

- A. October 2022 Minutes approved by consent without changes
- B. Committee Reports

#### 2) TREASURER'S REPORT – *Brenda Alcala*

- A. Income Statement (Restricted and Non-Restricted)- everything in-line, no activity out of the ordinary.
- B. Balance Sheet- September balance at CFNCW is around \$9.2M compared to \$9.9M previous month, due mostly to investment activity being down.
- C. Monthly Gift Report- total of 45 donors in October, received ~\$214,000 with \$155,000 of that being grant funds from the WA ctr for nursing, which is the 2<sup>nd</sup> of a 3-year grant commitment that supports the LPN to BSN program.

#### 3) OLD BUSINESS

- A. At-Large Position- Per committee's request, Rachel has spoken with April Clayton regarding the position. She asked for time to consider, as she is considering appointments on other boards at this time. She will update Rachel at the end of this week.
- B. Holiday Party- chance to celebrate Jim and Kim Richardson and thank them for their service to WVC. They will also be presented with the Outstanding Friend of the College award at the celebration. Past and present trustees, board members, cabinet members and others are invited to attend.

#### 4) NEW BUSINESS

- A. Fiscal Procedures Manual- Annual review and updates have been completed. Manual has been reviewed by the Budget & Finance committee and approved. Minor changes are noted in the packet, and will be presented to the full board next week.
- B. Board Application: Ginny Johnson- Recommended by Neil Neroutsos as a replacement for a representative from the PUD. She is currently in a high-level management position that oversees tangible assets. She does have board experience, as well as higher-education experience, including serving as faculty.

**Motion from Jorden Jessup to approve application as presented. Second from Joshua Wood.  
Motion carried as presented without dissent or abstention.**

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

- A. Report from the College: WVC Board of Trustees selected a new WVC President. Press Release came out of PIO last week; contract negotiations are taking place and awaiting finalization. Discussions have taken place within the Development committee on how to welcome Dr. Harrison. Athletics is running an online giving week with support from the foundation this week. Enrollment for fall is still down about 4%. Winter registration is open at this time, with about a 15% lead from last year's numbers.
- B. Staffing Update: Ellora La Shier is officially on maternity leave, and will be out through February. Contractor to help with Scholarship work is in place, and will help manage awarding. After exploring a couple of different options for accounting services, we are pursuing contracting with Cindy at CFNCW. Cindy is a former WVCF employee and is familiar with our processes and software. Rachel Evey has spoken with Board treasurer, CFNCW Director Beth Stipe, and our auditor to ensure there is no concern regarding conflicts of interest.
- C. Community Presentations: Rachel Evey did a presentation to the National Association of Professional Mortgage Women. They will be holding a fundraising event here on campus on December 1<sup>st</sup> for the Knights' Kupboard. Last week Rachel presented to delta kappa gamma and Wenatchee Naturalist class here at WVC. Chelan Realty Council has an annual fundraiser this week which Rachel will attend, as the Lake Chelan chapter has established a scholarship with us. Rachel will also attend the Microsoft datacenter open house next week as well. Development committee also discussed getting Dr. Harrison to the service club meetings in the area as well.
- D. FY 2021-22 Audit: Results will be presented at the next B&F meeting in December, which will provide opportunity for the college to have that report by the time they start their end of year audit.

**6) OTHER BUSINESS**

- A. Strategic Discussion: Strengths (Continuation of Board Retreat Activity)- purpose of the discussion at the full board meeting will be to narrow the many strengths down to top 3-5 so that we can focus on those as priorities going forward. Discussion to move the strategic discussion further up the agenda to make sure we've got engagement and productive strategies happening, rather than waiting until the end of the meetings, as occasionally board members need to step out early.
- B. Report to the Full Board

**ADJOURNMENT 4:35pm**

**Minutes taken by Mireya Sanchez**