



EXECUTIVE COMMITTEE MINUTES

December 12, 2022

Members Present: Brenda Alcala, Don Gurnard, Beverly Jagla, Jordan Jessup, Barry Leahy, Ron Lodge, Joshua Wood

Staff Present: Rachel Evey

Call to Order at 4:03pm

1) CONSENT AGENDA

- A. November 2022 Minutes approved by consent without changes.
- B. Committee Reports. Budget and finance committee cancelled due to postponement of auditor's presentation.

2) TREASURER'S REPORT – *Brenda Alcala*

- A. Income Statement (Restricted and Non-Restricted): everything is in-line with the budget; no unexpected activity. There was a \$100K transfer for the capital campaign, which was discussed previously and has now been completed.
- B. Balance Sheet: Balance at CFNCW as of 10/31 was \$8.9M. Discussion regarding market activity.
- C. Monthly Gift Report: \$139,046 raised from 57 donors. Recurring (monthly) contributions at \$950.

3) REPORT FROM THE COLLEGE

Rachel Evey provided a brief report. Winter break started today. Enrollment for winter quarter is currently above last year, projected to drop slightly due to tuition deadline and drop. President Richardson will not be in attendance at December full board meeting due to move. Dr. Faimous Harrison's first day at WVC will be January 3.

4) EXECUTIVE DIRECTOR REPORT – *Rachel Evey*

- A. NAPMW Wenatchee Valley Fundraiser: Rachel had presented to NAPMW in August thanks to invitation from board member Cathy Rixey. NAPMW held their annual holiday fundraiser in the Maguire Center and funds raised benefitted the Knights Kupboard.
- B. FY 2021-22 Audit: Presentation of draft audited financial statements delayed to January. Brenda Magaña-Galvan was able to provide all necessary information to auditor before going on maternity leave.
- C. Piatigorsky Foundation Concert – Dec. 14: All board members are encouraged to attend and bring guests. Wine reception will be held before the concert. Rachel will take the Woods Family and musicians to dinner following the concert.

Upcoming Events:

Upcoming Meetings:

Full Board- Dec. 19 12pm
Scholarship/B&F- Dec. 3 12pm
Development- Jan. 9 12pm
Executive- Jan. 9 4pm



- D. WVC Scholarship Funds: Memo update provided. Binding agreement reforming gift instruments under RCW 24.03A.195 was successfully approved by the attorney general and filed with the Superior Court of Washington for Chelan County.
- E. 2023 Activities: The foundation is planning two appeals, multiple marketing strategies, 7 foundation-led events, and 4 foundation-supported events in 2023.
- F. Staffing Update: Memo provided regarding staffing status for the foundation. Active staff include Rachel, Mireya Sanchez (executive assistant), and Jill Leonard (communications specialist). Ellora La Shier (annual giving and scholarship coordinator) is on full-time maternity leave through January 2023. Brenda Magaña-Galvan is on full-time maternity leave through February 2023. Ellora and Brenda intend to return part-time for 6 months following their full-time leave. A contractor has been engaged for some of their duties, which will be returned to them upon their return. This has impacted the remaining staff's capacity. The follow recommendations by Rachel will be adopted through June 2023, at which point they will be reassessed: committee meetings will be held via Zoom only, no new events will be planned (the foundation is already involved in 11 events), simplification of board meeting material and communication, increase in Jill Leonard's hours as needed, and remote operations on Fridays. Committee members expressed support for recommendations and encouraged communication for other support, if needed.

5) OLD BUSINESS

- A. At-Large Nominee: April Clayton: April has agreed to join the executive committee as an at-large member after nomination. Action item will be at full board meeting for approval.
- B. Strategic Discussion (Continuation of Board Retreat Activity)
 - i. Strengths: Memo provided based on November discussion. Positive feedback from committee on process and outcome.
 - ii. Weaknesses: December full board meeting will have discussion, consolidation, and ranking of weaknesses identified during the board retreat's SWOT analysis.

6) NEW BUSINESS

- A. Board Recruitment: Recommendations for new board member should be provided to Rachel or Don Gurnard for consideration by the executive committee.
- B. New President Welcome: Development committee has been discussing how to engage major donors and stakeholders with Dr. Harrison. Executive committee is supportive of forming a strategy and board involvement.

7) OTHER BUSINESS

- A. Report to the Full Board

ADJOURNMENT at 4:45pm.

Minutes taken by Rachel Evey

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Board Portal: www.wvc.edu/boardportal