

# BOARD OF DIRECTORS MEETING MINUTES

**June 14, 2023 7:30–9:30 a.m.**

Dandini Campus, Red Mountain 256  
And Zoom Option

1. **Welcome & Introductions:** Dr. Mindy Lokshin, Chair, called the meeting to order at 7:35am. Members present include Dr. Mindy Lokshin, Gigi Chisel, Fred Altmann, Dan Lofrese, Yanus Nelson, Ryan Costella, Jeff Frame, Matt Thornton, Jesse Murray and Alan Olive. Ex Officio members include Tina May, Brayson Gomez and Amy Cavanaugh. Guests and staff include Stuart Golder, Samantha Bellwood, Megan Short, Stephanie Sellers, Karen McKenna, Kyle Cassinelli, Amber Burroughs, Dr. Karin Hilgersom, Connie Christiansen, Stephanie Digeon-Heath and Krystyna Sokowski.
2. **Public comment:** None
3. **Review March 15, 2023 Foundation Board of Trustees Board Minutes:**
  - a. Matt moved to approve the minutes, Gigi seconds and motion passed.
4. **President Update:** Dr. Karin Hilgersom gave her updates to the group.
  - a. Commencement celebrated 1,298 degrees and certificates, including 23 Bachelor degrees, 18 degrees earned by dual enrolled Ace High School students, and 31 degrees earned by dual enrolled TMCC High School students. The oldest graduate was 78, the was youngest 16. We debuted the TMCC ceremonial mace.
  - b. We had our first Tesla Start program graduation and 40 students walked across the stage. This summer the Tesla Start Manufacturing Technicians program will begin. It's a great way to get current Tesla employees to move up the promotional pathway.
  - c. The Theater Tech certificate program will launch this Fall. This program presents a nice blend of construction, architecture and in the future some engineering too.
  - d. Some recent events to highlight include the counseling centers 'Take Back the Night' event for sexual assault awareness month. Another event was the inaugural Art Fest event, which included a student open mic for students to recite poetry and literature. Then the dental assisting program partnered with Northern Nevada Dental Health and served 130 children with dental checkups, x-rays, screenings and cleanings. And finally, Operation Battle Born: Ruck to Remember, was held and started at the Capital in Carson City on May 27<sup>th</sup> and ended on May 29<sup>th</sup> with a wreath laying ceremony. Governor Lombardo was in attendance.
  - e. As of June 9<sup>th</sup> enrollment is up by 16% from the same time last year.
  - f. There is an ongoing search for a new Chancellor, and we should hear who the finalists are soon.
  - g. In regards to the hot topic of COLA, the second year number is still up in the air, but six institutions including TMCC are advocating strongly for 12% in year one; NSHE will only be given 65% of that, and institutions will have to make up the remainder. There is a plan ready to go to fill the gap for the 12% COLA, and multiple options are being explored to fund year two. The Board of Regents has not set a firm percent increase for COLA, and language changed implies that they may fund up to 12%, so the President and other institution leaders are pushing for the Board to fund the full 12%.
  - h. For the legislative update, we received more enrollment recovery funds, and the \$10M bill to fund nursing salaries passed. The workforce investment fund has not yet been restored, but this session resulted in many positives for TMCC, and we are now waiting to see how COLA pans out.
  - i. The legislature also passed a bill that will reduce the number of BOR from thirteen to nine.

5. **Career Technical Education (CTE) and Workforce Programs Update:** Amber Burroughs, Director of Workforce Programs and Kyle Cassinelli, Associate Director of Workforce Programs updated the group.
  - a. The Workforce and CTE Programs work to connect students with programs that will lead to placement within an appropriate workforce. They work with stakeholders as well to share what TMCC can offer to workplaces and companies in the area, and have attended many advisory board meetings with Applied Tech and Dental Programs to connect with the boards and expand the boards by connecting with industry professionals that would be a good fit for them. Their mission is to increase participation on the employer side as well as the student side, and have been connecting with more community members from a variety of industries. They also work with NevadaWorks to make sure that the community is aware of the programs TMCC can offer and the jobs available through our programs. They approach workforce development from two points, meeting with employers and forming connections with companies while also working to connect students with TMCC CTE programs. They have a focus on underserved populations and groups with distinct needs, and have reached out to the WCSD as well to connect with groups that may want to participate in TMCC's workforce initiatives. They also have met with the ABE (Adult Basic Education) program and the Recruitment Access Center, and are collaborating to make sure TMCC CTE programs are getting out to the communities they will best serve. Both Amber and Kyle attend as many conferences as they can in order to both connect with more individuals and get new ideas for ways to help CTE students succeed and find their programs. They use marketing as well, swag items like keychains and a revamped website and digital ads, to get the message out about CTE in a targeted way. They have used Perkins funds for much of these developments, and have plans for a Lightcast subscription that will keep updated labor market information for pertinent industries as well.
6. **Committee Reports:** Mindy Lokshin; Strategic Master Plan Committee and Yanus Nelson; Board Development Committee
  - a. The SMP Committee met to address Goal 2 of the SMP; Mindy explained the SMP is designed to be a living document that is changed over time, and the main element of Goal 2 is student success. They added grant components to Goal 2 as well as clarified reporting during meetings.
  - b. The Board Member Development Committee has been looking into industry diversification on the Board, as well as updating recruiting materials, including updated reports that will explain the purpose and importance of the Foundation Board, creating awareness and recruiting new members. They also discussed training and onboarding, as well as creating detailed descriptions of committees and updating expectations for board members.
  - c. The Board agreed that we should have an Investment Committee meeting prior to the Sept. board meeting.
7. **Review and Approve Draft FY 2024 Budget:** Gretchen Sawyer and Connie Christensen
  - a. Gretchen and Connie explained the FY 2024 draft budget, as well as changes made with banking and market fluctuations that have affected Foundation accounts. Yanus motioned and Fred seconded, motion to approve budget passed.
8. **Review Gift Report & Financials:** Gretchen Sawyer and Connie Christensen
  - a. Gretchen presented an overview of contributions, and Connie presented an overview of the financials. Ryan motioned and Yanus seconded, motion passed.
9. **Executive Director Update:** Gretchen Sawyer
  - a. We have narrowed down the search for a new auditing firm to two firms from five proposals and will soon determine the firm that will perform our audits. It was narrowed down by cost. Casey Neilon, Inc has a range from \$16,000 to \$19,000 and Barnard Vogler is the other, with an estimate of \$18,000.
  - b. The proposal to place a Fire Training Center on the Redfield Campus was shared with the Redfield Foundation and was approved, so we are now working on approval from UNR and NSHE. We have two requests out for funding appropriations, and we will have an answer by the end of the year. The Redfield Foundation is also open to providing funding.
10. **Grant Update:** Stuart Golder, Associate Director of Grants, Karen McKenna, Grants Manager and Megan Short, Grant Administrator

- a. The NSF Batteries grant that we are part of was submitted by UNR and is a great opportunity for the entire Northern Nevada region.
  - b. We also submitted a Title V grant for HSIs. The grant would provide support and success coaching to Latinx students and their families, since many are first generation and college can be challenging for them, as well as counseling and training for faculty and staff and community outreach and engagement.
  - c. The Grants team is also working on submitting Pennington reports; the Pennington Foundation has increased nursing program scholarships this year. They are also working on a Department of Labor grant; the goal is to build apprenticeship programs in the community.
  - d. Karen McKenna presented on the four Perkins grants we received; funds will go toward better marketing for TMCC courses for students, as well as non-traditional students and professional development.
  - e. Megan Short discussed the NevadaWorks grant; it is a regional grant that will develop a 6-week training course for employers in relevant industries.
11. **Strategic Plan Objectives:** Review Goal II, Objective 2, Increase financial scholarship support for students in need, as an essential component of functioning as an Open Access Institution
- a. As the SMP was discussed earlier and time is short, the SMP was not reviewed further.
12. **Development Update:** Stephanie Sellers, Associate Director of Grants
- a. We received funding for more Google hotspots that will provide internet access for students without internet access. Legacy will be happening on Sept 29, and we are continuing to find sponsors. Stephanie has also been meeting with more prospective corporate partners, and another Distinguished Speaker Series is coming this Fall.
13. **Scholarship Update:** Samantha Bellwood, Scholarship Manager
- a. We have received \$108,000 in donor contributions thus far, and we have two new endowments that have just begun. Sam sent out 202 award notifications so far, and has also been able to award some CNA students and is planning on awarding EMT students as well. We also have received new scholarships from the Won and Goss families. We awarded over \$1M to 601 students, with an average award of just over \$1,200 in the 2022-2023 school year.
14. **Board Take-Aways**
- a. None
15. **Old Business**
- a. None
16. **New Business**
- a. None
17. **Public comment**
- a. Tina May thanked the Foundation for its support of the Classified Council as well as students.
18. **Next Meeting Dates**
- a. Wednesday, September 13, 2023

Meeting adjourned at 9:42 a.m.