



BOARD OF DIRECTORS MINUTES

September 16, 2024

Members Present: Xavier Arinez, Jennifer Babcock, Jessica Gilmore, Don Gurnard, Bárbara Guzmán, Faimous Harrison, Jorden Jessup, Barry Leahy, Ron Lodge, Lyle Markhart, Brett Peterson, Cathy Rixey, Steve Wilkinson, Josh Wood

Members Absent: Brenda Alcalá, Bianca Ebreo, Danielle Marchant

Staff Present: Lupe Brito, Rachel Evey, Mireya Sanchez, Emily Scovill

CALL TO ORDER 12:02pm

1) ACTION ITEMS

- a. Unrestricted allocation of \$63,800 for Gifts Grants & Awards to the college.

Motion from Ron Lodge to approve GG&A as presented. Second from Barry Leahy. Motion carried as presented without dissent or abstention.

2) WVC STRATEGIC PLAN- *Faimous Harrison*

Explanation from President Harrison on how strategic plan was formulated. College is being refocused on community at large. The strategic plan is still in draft form since it has not been voted on and accepted by the WVC trustees. Handout from President Harrison on the community outreach effort to develop the plan and the six plan priorities .

3) WVCF STRATEGIC PLAN

Continuation of work that began at the full board retreat in August. Timeline presented for rollout of foundation's strategic plan, including a dashboard that will be made for tracking. Goals are 1) strengthen board engagement and governance, 2) grow donor base, 3) strategically expand grants and awards from WVCF to WVC, and 4) increase community awareness. There will be an overlap on indicators due to some of the goals being intertwined. Objectives beneath each goal discussed and how we can form relevant an achievable performance indicators. Committees will review and adopt KPI's at their October meetings and put those together with the help of Karen Francis-McWhite.

4) BOARD ENGAGEMENT

Discussion led by Jessica Gilmore after being appointed at board retreat. Historically the foundation has been utilizing board members as volunteers/staff support for events, reducing their capacity. Proposal to create a volunteer corps to increase board members' capacity for fundraising and development. Proposal to split the development committee in two: Donor Relations Committee to focusing on fundraising strategy and Volunteer Engagement Committee to recruit and manage the volunteer corps. Proposal to modify

schedule of board meetings to accommodate new committees and open time for board members to participate in fundraising activities. The only groups which will continue meeting monthly will be the Full Board, which will alternate between business/governance meetings and development/fundraising meetings, and Executive Committee. The remaining committees will meet on a quarterly basis. The new structure and meeting schedule will launch next month (October 2024). New calendar invites will go out for the restructured schedule. Board members will be welcome to serve on more than one committee if they would like. Overall positive feedback from board members.

5) EXECUTIVE DIRECTOR REPORT

- a. Food Truck Knight- discussion lead by Lupe Brito. Total of 18 food vendors, 9 participants for the dunk tank, and kids zone. For the WVC table, there will be one member each from cabinet and the foundation board for the 50/50 raffle sales. Revenue will be from Pepsi sales, 50/50 raffle, dunk tank, and business sponsorships. The lineup for the dunk tank will be posted publicly today and will be shareable on all Foundation social media for board members to share.
- b. Staffing- Brenda and Ellora are both out on leave.
- c. 2023-24 Audit is underway and going well.
- d. Parking- The college is switching to digital parking system HONK. Board members will be given a promo codes to sign up. The hanging parking permit will no longer be valid.

6) FINANCE DASHBOARD/TREASURER'S REPORT—*Jennifer Babcock*

- a. Income and expenses nearly in alignment.
- b. Income statement for restrictions- reminder that the \$3.4MM gift from the McArthur estate is recorded as a receivable since it is not in-hand yet.
- c. All reports are available in detail on the board portal, hyperlinked on the final page of the slide deck.
- d. Brief discussion on moving funds to Stifel or another financial institution to grow some funds at a lower cost than CFNCW.

ADJOURNMENT 1:08pm

Minutes taken by Mireya Sanchez