

# BOARD OF DIRECTORS MEETING MINUTES

**March 25, 2022 7:30-9:30 a.m.**

Meadowood, Room 105

And Zoom Option

1. **Welcome & Introductions:** Dr. Mindy Lokshin called the meeting to order at 7:31am. Members present include Jesse Murray, Mindy Lokshin, Fred Altmann, Sean French, Ann Silver, Dan Lofrese, Yanus Nelson and Matt Thornton. Ex Officio members present include Karin Hilgersom, Gretchen Sawyer, Virginia Irintcheva, Darian Richards and Tina May. Staff and guests include Laura Vargas, Stephanie Sellers, Ashlyn Moreno, Karen McKenna, Katy Simon Holland, Connie Christiansen, Michele Noreen and Krystyna Sokowski.
2. **Public comment:** None
3. **Review December 8, 2021 Foundation Board of Trustees Board Minutes.**
  - a. Cary moved to approve the minutes, Ann seconds, motion passed.
4. **Approve new Board Member, Katy Simon Holland.**
  - a. Jesse moved to approve Katy Simon Holland as a new Foundation Board of Directors member, Ann seconds, motion passed.
5. **President Update:** President Hilgersom presented her update to the group.
  - a. TMCC was selected for a visit from Jill Biden which took place on March 9<sup>th</sup> at the William N. Pennington Health Science Center. We were selected as one of the colleges to discuss how students benefited from American Rescue Plan Funding.
  - b. We received the \$2M appropriation for the HSC renovation from Senators Rosen and Castro Masto. This funding adds to the \$4M that we raised from private donors. This means we can include an extra classroom and additional equipment.
  - c. There are critical shortages among nursing faculty, and we are working hard to recruit new faculty. We are working with donors to assist with working on solutions and a Nursing Summit is being planned for July.
  - d. We are participating in the Second Nature Virtual Summit, a sustainability summit that we are hosting virtually for the second year in a row. YeVonne Allen, Kreg Mebust and Pres. Hilgersom will be presenting a workshop at the summit. Next year will be the TMCC Year of Sustainability as well, and we will hopefully have many projects concerning sustainability for students and faculty.
  - e. Pres. Hilgersom added that last week the Board of Regents unanimously approved a fully accredited Bachelor's in Architecture program. This will be the only northern Nevada Bachelor's degree in Architecture program.
6. **50<sup>th</sup> Anniversary Murder/Mystery Event – Friday, April 1** – Gretchen Sawyer & Stephanie Sellers
  - a. We sold out the Murder Mystery event with 200 attendees and exceeded our \$30,000 sponsorship goal with a total of \$50,000 received from sponsors.
  - b. Gretchen described the schedule for the Murder Mystery Event, as well as the qualifications for the emcee and thanked Fred for donating wine for the guests.
  - c. Stephanie Sellers added that many sponsors donated more than just funds, especially the alcohol provided by generous donors to be used at the bars. She also agreed to provide a list of sponsors for board members to thank.
  - d. International students and several other student groups will be present thanks to donated tickets.
  - e. Handwritten thank you notes for the large donors from the board members were also discussed.
7. **Review Gift Report & Financials** - Gretchen Sawyer and Connie Christensen
  - a. This year we have received \$5 million in gifts, most of which are for the Health Science Center expansion. We received a matching grant for \$2.5 million from Pennington, as well as gifts from the Redfield, Doyle, Hawkins, and E.L. Cord Foundations as well as an anonymous donor. The project is now out to bid and will start this summer and be finished next summer.
  - b. The Herb and Maxine Jacobs Foundation committed to funding another three years of the JPS program and will

fund both scholarships totaling \$90K each year and the Coordinator position.

- c. See4Vets gave our Veteran Upward Bound program a \$20,000 gift to establish an endowment for student scholarships.
- d. Fred Altmann has provided a scholarship through Altmann Builders for construction students.
- e. Connie presented the financials report; compared to last year, cash is up almost \$3.9 million, due mostly to those gifts for the HSC. We have opened new accounts at Meadows Bank and closed our Wells Fargo account. Promises to give totaled about \$335,000, from organizations that have provided multi-year gifts that distribute some every year. Net income was \$17,000 due to timing compared to \$35,000 last year. Our unrestricted cash report is at \$579,000, close to where it should be, and it has grown considerably over the last few years.
- f. Matt moved to approve the financials and gift report, Ann seconds, motion passed.

8. **Strategic Plan Objectives – Review Goal II, Support Student Success** – Rebecca Josten

- a. Since Becky was not present to deliver the detailed scholarship report, a brief strategic plan committee report was presented in lieu of her report. The committee met in January to discuss student support goals. The committee did not have any changes to make this quarter.
- b. The Board Development Committee also met this quarter. The Board Development Meeting selected Katy Simon Holland to join, as well as reviewing expectations, roles and responsibilities this quarter.
- c. Gretchen may also provide review and feedback, checking in with individual board members to facilitate communication and help the board be more effective and each member more engaged in their roles.
- d. At the June meeting, we will have our Board expectations as an action item.
- e. The Board will be establishing a new committee: a Finance & Investment committee designed to help manage investments and make wise financial decisions. It will need members and a chair.

9. **Executive Director Update:** Gretchen Sawyer

- a. Nevada Promise: still need mentors to help the students in the program
- b. Faculty & Staff innovation grants: we were mentioned in a *Community College Journal* article for our innovation grants; the national recognition was excellent press for TMCC. Funding comes from parking meters, employee payroll deductions, and the 1971 Society, after which the Foundation is able to fund projects brought forth by faculty and staff.
- c. Chemistry lab remodel & expansion update: The \$1.1 million grant from the Pennington Foundation covered the creation of two new labs and renovated the other labs.
- d. Eastview Update: Pres. Hilgersom has been lobbying for funds from the state ARP for Eastview. Pres. Hilgersom added that the ARP money the federal government has given the state is meant for jobs and economic recovery, and she has been working to explain to legislators that Eastview would contribute to that. We have contracted with a firm with the assistance of Mendy Elliot, and Pres. Hilgersom has been going to Las Vegas to meet with legislators. They seem open to the idea, and there is hope that we will receive funding, but if not, the next step would be going down the traditional route. We can bond up to \$20 million but could move forward sooner if the state committed to \$30 million.
- e. The Foundation Board has given the opportunity to use \$150,000 unrestricted funds towards the Health Science Center expansion. We received a \$10,000 grant from Helen Close, so we will be using \$140,000 of the unrestricted funds.
- f. After the Dean of Applied Tech, Barb Walden retired to move to Michigan in December, Kreg Mebust stepped in as the Interim Dean of the Applied Tech Center. He is working with Dana Ryan who is helping with grants and projects at the Applied Tech Center. There is a search for a new permanent dean.
- g. Tina Ruff, our Athletics Director, also departed, and a search is ongoing to fill her role as well.

10. **Grant Update – Grants Team:** Ashlyn Moreno, Laura Vargas and Karen McKenna

- a. Karen McKenna explained we have received \$27 million through CARES, HEERF, and ARP funding. Most of that has gone to students in the form of tuition assistance or relief funds. Gretchen added that with the 12% budget cut and decline in enrollment, TMCC has greatly benefited from these funds. Additionally, since TMCC is a Hispanic Serving Institution, we have received MSI (Minority Serving Institution) funding and grants which have helped the college set up new programs, letters of appointments, and other endeavors. Karen added we have been granted an extension on the funds through next year, which will allow many of those MSI grants to continue.

11. **Development Officer Update:** Stephanie Sellers

- a. Stephanie explained that we met and exceeded our fundraising goals for the Murder Mystery event. These funds will support Culinary, Performing Arts, and the Eastview project. She will update the sponsors and their levels and

present that when it is finalized.

- b. She has been working to revamp the 1971 Society, the giving society that helps with unrestricted dollars; we have received money for particular scholarships from those donors as well. A commemorative pin for certain members has been approved by Pres. Hilgersom, and we have also changed the corporate partners program flyer for the Society. Because the pandemic changed so much, Stephanie is working to network with local businesses and corporations in an effort to get more partners and increase community engagement through the Society.
  - c. She had joined Western Industrial Nevada in a networking effort as well.
12. **Veterinary Nursing Program Update followed by tour of the Veterinary Nursing Facility:** Dr. Michele Noreen, Director
- a. Dr. Noreen explained the rationale for changing the program to the Veterinary Nursing Program; the terminology more accurately describes all the duties a veterinary nurse performs.
  - b. The program is fully accredited by the American Veterinary Medical Association, the governing body for veterinary nursing. Admission to the program is very competitive; it can accept 20 students per cohort, and the degree is an AAS so math and science classes are prerequisites. It is a four semester, or two year, program, and there are two cohorts at a time because of this. A 75% is required for every class to advance, and the end of the program is the national veterinary nursing exam. We have an excellent pass rate for the exam. We are the only in-person veterinary nursing program in northern Nevada, though there are online accredited programs. Nevada also offers alternative credentialing, meaning if someone has some of the qualifications from other education, they can get into a training veterinary nurse position. The alternative credentialing exists because the demand from veterinarians is very high, so they need more veterinary nurses, but Dr. Noreen added that this doesn't solve the underlying reasons behind why people leave the field so often, as well as the pressures on veterinary nurses that have been exacerbated by the pandemic and general wage stagnation.
  - c. Students take radiology and clinical pathology, so the new facility has a combination clinical pathology lab and anatomy lab; students can learn to perform urinalysis, dentistry, anesthesia, surgical nursing, large and exotic animal medicine, pharmacology, and other specialties. Students also do clinical rotations in the area.
  - d. We are starting a new program, the Veterinary Assistant program, which is the assistant to the vet nurse or veterinarian. It is a good role for people who want exposure to the field or are curious about veterinary medicine. It is a certificate program with no prerequisites; the first cohort this coming semester will be 20 students. It is six credits in the fall and spring, and classes will be on evenings and weekends to accommodate individuals with responsibilities outside college and allow students to get experience in veterinary hospitals outside class. We are following the model set by the North American Veterinary Technician Association; they have an "approved veterinary assistant" certification, and we will be following those requirements. We are partnered with Washoe County Animal Services, and students are active with animal control and rescues.
13. **Board Member Take-Aways and Updates**
- a. Ann wanted to mention the Chamber of Commerce will be hosting citizenship classes in participation with the Nevada Literacy Council, thanks to a grant from Nevada Humanities. It is a free ten-week class to help people become new U.S. citizens.
  - b. Gretchen added that Alan Olive's new medical center is opening next week.
14. **Old Business:** None
15. **New Business:**
- a. Thank you letters for sponsors and donors for Board members to sign
16. **Public comment:** None
17. **Next Meeting Dates**
- a. Wednesday, June 15
  - b. Wednesday, September 14
  - c. Wednesday, December 7

Meeting Adjourned at 9:05am