



Shasta College Foundation

Minutes of the Executive Committee Meeting

11555 Old Oregon Trail, Board Room

Tuesday, November 15, 2022 at 12:00 p.m.

1. OPEN SESSION

1.1 Call to Order & Roll Call

The meeting was called to order at 12:00 p.m.

Executive Committee Members Present

- Ms. Star Alfaro, Vice President
- Ms. Andree Blanchier, Executive Director
- Mr. Joe Gibson, President
- Ms. Jennifer Finnegan, Secretary/Treasurer
- Mr. Mike Mari
- Ms. Rhonda Nehr, Representative for the Shasta College Board of Trustees
- Mr. Hiram Oilar
- Dr. Joe Wyse (Ex-Officio Non-Voting Member)

Executive Committee Members Absent

None.

1.2 Call for Request to Speak on an Agenda Item from the Audience

There were no requests.

2. APPROVAL/REVIEW OF MINUTES FROM THE SEPTEMBER 28, 2022 EXECUTIVE COMMITTEE MEETING

2.1 Approval of the Minutes from the September 28, 2022 Executive Committee Meeting (attached)

Approve the Minutes from the September 28, 2022 Executive Committee Meeting Motion by Star Alfaro, second by Hiram Oilar

Final Resolution: Motion Carries

Yea: Star Alfaro, Joe Gibson, Jennifer Finnegan, Mike Mari, Rhonda Nehr, Hiram Oilar

3. REPORTS & UPDATES

3.1 Pay-it-Forward Report – Final Competition Results

The Pay-it-Forward (PIF) competition wrapped up at the end of September, and it was a fierce competition to the very end. Mr. Mike Mari led team Cougars to victory, winning the contest for raising the highest dollar amount (\$490/month). Ms. Jamie Spielmann, team captain of the Eagles, was able to get 48% of her team to participate, leading the Eagles to victory for highest number of team participation. Both teams came together for a tri-tip lunch to celebrate their victories, and it was refreshing to have an in-person event with our Shasta College colleagues.

Overall, the competition was a great success, and it will increase the PIF annual budget from \$8,700 to \$22,140. With 122 employees now donating, this brings the total percentage of employees participating up to 27% from 11%. Members of the Shasta College Board of Trustees are also contributing, and with their contributions the annual budget will increase to \$26,640.



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The PIF Committee will meet in December to review the funding proposals submitted by employees and select the projects that align with the theme and focus for the year. The selected projects will be announced in January at FLEX Day.

Mr. Gibson asked, is there a way for the Executive Committee members to contribute even though we don't receive compensation?

Ms. Blanchier replied, we can set up a monthly or annual donation and apply it to the PIF account by credit card or check.

3.2 Harvest Fest Update

The annual Harvest Fest returned for the first time since the start of the pandemic and was very successful. It was hosted on campus this year, which provided an opportunity to showcase the different agriculture and heavy equipment programs. The Foundation helped process the payments for this event, and the total gross revenue was \$20,295.

3.3 Emeritus Association Update

Research continues for the Emeritus Wall Project. Two tile samples were shown to the Executive Committee and passed around the room. This project will focus on the Emeritus group only, and engraving options will be limited to maintain a cohesive design.

We have narrowed it down to two companies: Polar Engraving and Brick Markers USA. There are slight differences in prices, quality, and manufacturing between the two tiles. The pricing for both companies is tiered, and the cost will be determined based on how many are purchased. The Brick Markers USA tile is ceramic with laser etching, and we expect this tile to hold up better in the long term. The Polar Engraving tile does have a lifetime guarantee, but it is not the same quality.

The Executive Committee reviewed the tiles and discussed other color and font options. All were ultimately in favor of the Brick Markers USA tile.

The Foundation will present the options at the next Emeritus Association meeting, scheduled for Wednesday, December 7th.

4. DISCUSSION/ACTION ITEMS

4.1 Approval of new Executive Committee member

Last month, the Executive Committee members met Ms. Tiffany Blasingame who has expressed interest in joining the Executive Committee.

Ms. Blasingame introduced herself again and confirmed that she would like to join the Executive Committee.

Approve Tiffany Blasingame as a new Executive Committee member of the Shasta College Foundation Board

Motion by Jennifer Finnegan, second by Star Alfaro

Final Resolution: Motion Carries

Yea: Star Alfaro, Joe Gibson, Jennifer Finnegan, Mike Mari, Rhonda Nehr, Hiram Oilar



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4.2 Nomination and Election of the Officers for 2022-2023 of the Executive Committee

The Executive Committee discussed the system for selecting officers and if the Bylaws would need to be amended to change the process. It was determined that the Bylaws would not need to be amended, and that a simple majority vote by the Executive Committee would be sufficient to change the process. Several members noted that a rotation system is commonly used on other boards. The Executive Committee discussed potential conflicts of interest that could result from rotating the officers. Mr. Joe Gibson has served as Board President for the last six years and has not rotated to another officer because there was no interest from other members during that time.

After much discussion, it was determined that the current system best fit the needs of the Executive Committee at this time. All officers confirmed that they would like to remain in their current office.

Elect the following nominees as Executive Committee Officers for 2022-2023

- ***Mr. Joe Gibson, Board President***
- ***Ms. Star Alfaro, Vice President***
- ***Ms. Jennifer Finnegan, Secretary/Treasurer***

Motion by Hiram Oilar, second by Tiffany Blasingame

Final Resolution: Motion Carries

Yea: Star Alfaro, Tiffany Blasingame, Joe Gibson, Jennifer Finnegan, Mike Mari, Rhonda Nehr, Hiram Oilar

4.3 Consideration of forming an ad-hoc Policy Review Subcommittee

The Foundation does not currently have official policies and procedures in place to govern daily operations. Although the Executive Director has started to research and draft policies, input from the Executive Committee will be critical. An ad-hoc subcommittee could work together to finalize these policies prior to presenting them to the entire Executive Committee.

Ms. Jennifer Finnegan and Ms. Tiffany Blasingame volunteered to serve on this ad-hoc committee.

4.4 Discussion of the Strategic Planning Half-Day Retreat

The Executive Committee discussed the focus of the half-day retreat, and the pros and cons of hiring a facilitator. The focus of the retreat will be on strategic planning and having a high-level discussion about the purpose and vision for the Foundation. Dr. Wyse recommended four areas to focus the discussions on: financial, events, projects, and organizational goals.

It was decided that Ms. Blanchier would send a request for discussion topics and the list will be consolidated. Ms. Blanchier will further discuss facilitating the meeting with Dr. Wyse.

The meeting date for the Retreat was set for Tuesday, January 24th, 12:00 p.m. – 4:00 p.m.

5. EXECUTIVE COMMITTEE MEMBER UPDATES



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Mr. Gibson asked if there was a replacement in mind for Mr. Pat Frost's region. Mr. Frost resigned from the Executive Committee in October 2022.

Dr. Wyse responded that we may want to discuss how Executive Committee members are selected during the retreat.

Mr. Gibson shared that some of the Regents with whom he spoke have expressed their excitement with what the Foundation is doing with the retirees. It's the first time he has heard positive comments in a long time.

6. SETTING OF FUTURE MEETING DATE / RETREAT

The Retreat will be held on Tuesday, January 24, 2023 from 12:00 p.m. to 4:00 p.m.

7. PUBLIC COMMENTS FROM THE AUDIENCE

There were no comments.

8. ADJOURNMENT

The meeting was adjourned at 1:00 p.m.

Approve the Motion to Adjourn the Executive Committee meeting

Motion by Rhonda Nehr, second by Jennifer Finnegan

Final Resolution: Motion Carries

Yea: Star Alfaro, Tiffany Blasingame, Joe Gibson, Jennifer Finnegan, Mike Mari, Rhonda Nehr, Hiram Oilar