



## NDSCS Foundation Executive Board Meeting Minutes

Pursuant to due call and notice thereof, as a regular meeting of the Foundation Executive Board of NDSCS, Wahpeton North Dakota, was duly called and held virtually as a Zoom meeting, on Thursday, December 3rd, 2020, at 8:00 a.m.

**Members present:** Josh Dozak, Robert Gette, Linda Hopkins, Kelly Hubrig, Chris Johnson, Joel Kaczynski, Megan Kummer, Roger Richels, and Hugh Veit. Ex-officio members present were Dr. John Richman, Kim Nelson, Michelle Nelson, Yoney Fobb, Melissa Wynn, and Stephanie Curtis.

President Kaczynski called the meeting to order. **Hugh Veit made a motion to approve the minutes from the November 5, 2020 meeting. Megan Kummer seconded the motion and the motion carried.**

Roger Richels shared an update on the Foundation's investments. The Alumni Foundation Agency account is at \$18,263,392 and Madge Vertin account is at \$3,812,222, with a total balance of \$22,075,614. The Foundation recently added \$205,000 to the investment portfolio. Overall, our investments are doing well.

Kim gave the Foundation's Operating Report. Donations continue to come in through the annual campaign. There was nothing out of the ordinary on the expense side. We will have some reimbursement coming back from the legal fees related to the donor land sale. Perry Miller is planning to step away and will volunteer after December, lowering the expense for contract fees.

Kim updated the committee on the status of Challenge Grant IV. The final paperwork was emailed and received. The Foundation will receive \$950,000 in state match funding as a result of raising \$1,900,000.

Stephanie Curtis shared the Alumni Annual Giving Campaign Status report. The Foundation continues to receive club and annual gifts. The FY21 Annual Campaign is currently at \$81,356, which is 67% of the \$122,000 goal. The Giving Day will add \$3,325 toward annual gifts.

Kim reported that the bidding of the donated land took place on November 17, 2020. The 80 acres were sold via oral bids. Closing on the property will take place before year end. Majority of the proceeds have been presented to the ND Challenge Grant match. The Alumni Foundation will assist in setting up an endowment fund and annuities on the donor's behalf.

Kim reminded the board that we will need Homecoming nominations in by the end of the year. She would appreciate having some board input. Voting for honorees will take place at the February 2021 full board meeting. Applications for nominations can be picked up in the office or found on the Foundation website.

Dr. Richman gave an update on the Career Academy.

- The design work continues as another meeting is scheduled next week.
- Kelly Hubrig assisted in getting an appraisal done on the 19<sup>th</sup> Avenue building.
- An RFP for a line of credit to bridge the gap between pledges and expense costs will be coming out soon.
- The plan is to get construction bids in early January, with groundbreaking this spring.
- Construction Manager at Risk RFQ's will be coming in, it is anticipated that we will get 5 to 6 bids. Hugh Veit is assisting with the process.
- Lake Agassiz Regional Council will act as our Grant Manager and work with the EDA.

Dr. Richman shared a college update. Our Covid-19 numbers are continuing to hold. The CDC did relax quarantine time which will help with staffing concerns. Our academic calendar is not changing, we will continue with the hybrid model we currently have in place when classes will resume January 12, 2021. We have been unable to hold many of our typical recruiting events, such as career fairs, high school visits, and larger department visits. Our campus visits for the year are ahead of other years due to virtual opportunities. Efforts have increased to get students registered for spring semester before the Holiday break. Enrollment is a concern and we will continue to focus on alternative strategies.

Kim recognized and thanked Melissa Wynn as this is her Executive Committee Meeting.

**Motion to adjourn was made by Roger Richels and seconded by Chris Johnson.**

Respectfully submitted by Stephanie Curtis

Approved 1/7/2021