



## 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 in President Richman's office, on Thursday, Sept 5, 2019 at 8:00 AM.

**The following members were present:** Josh Dozak, Bob Gette, Linda Hopkins, Kelly Hubrig, Hugh Veit and Margaret Wall. Kim Nelson was on conference call. Ex-officio: Dr. John Richman, Michelle Nelson and Melissa Wynn. Those absent: Chris Johnson, Joel Kaczynski, Annette Loken and Roger Richels.

President Wall called the meeting to order and welcomed those attending. A motion was made to approve the minutes from the August 8, 2019 meeting. Hugh Veit made the motion to approve the minutes with the correction, seconded by Kelly Hubrig, the motion passed.

Bob Gette and Kim Nelson led discussion on establishing a sub-committee for the Investment Firm RFP. The group would set up the process, timing and review the selection of Investment Firms submitting RFPs to handle the NDSCS Alumni Foundation accounts. Committee members selected were Chris Johnson, Mike Nepl and Bob Gette. The RFP process for selecting a new or retaining the current investment agency will begin in September with the agency being announced in January.

Kim Nelson provided the Executive Committee with a copy of the 2019-20 Operating Budget with numbers through August. There has not been much activity in this first quarter.

Kim Nelson gave an update on the M. Vertin Scholarship. She has been in contact with the loan office in Fargo and we do have money coming in every month from student loan payments.

Michelle updated the committee on the internal audit conducted by Julson, LLC. It will be completed and sent to the state in the middle of September.

Kim Nelson gave a Challenge Grant status report. She is putting forward four gifts in the first round on September 12, 2019. She will take part in a Challenge Grant Conference call on September 24.

Melissa Wynn presented the group with a schedule of the 2019 NDSCS Homecoming activities. The week will kick-off with a 5K Walk/Run on Monday, Oct. 7<sup>th</sup>. Wildcat athletics has three contests and a Women's Softball Alumni game. Culinary Arts students will provide the campus and community members with Food Show items. The Alumni Foundation Awards and Recognition event starts Friday, Oct. 11<sup>th</sup> with a social at 5:30 p.m. and the awards at 7:00 p.m. The Catbacker Letterwinners Hall of Fame event starts Saturday, Oct. 12<sup>th</sup> with a 6 p.m. social with awards and banquet at 7 p.m. All committee members were invited to attend.

Dr. Richman reported on the status of the Career Academy. The Fueling the Future Group dedicated \$50,000 to hire a PR Consultant to increase public awareness and the benefits of the Career Academies to our communities. The Cass County Commissioners will look at the mill-levy options again in late October or early November. The four school districts are developing a proposed operating budget. It includes a funding formula, programming and a rental agreement.

President Richman's Report:

- Move in week went very well. We received several positive comments from families.
- Enrollment is steady, with slight decrease. The state's graduation rate is starting to increase and we are working on a greater capture rate
- NDSCS is working with a marketing group to assess ways to get today's generation information.
- We have hired many new positions for fall and have just a few opening left to fill. There are currently 300 full-time and 800 part-time employees at NDSCS. The part-time numbers include student work-study.

**Adjournment was motioned by Hugh Veit, seconded by Linda Hopkins and passed.**

Submitted by Melissa Wynn

Approved 10.3.19