



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, October 3, 2019 at 8:00 AM.

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

President Wall called the meeting to order and welcomed those attending. Josh Dozak made a motion to approve the minutes from the September 5, 2019 meeting. Kelly Hubrig seconded the motion and it passed.

Kelly Hubrig shared a Bell Wealth Management report on the Foundation's investments. As of 9/30/19, the total portfolio is \$18,031,823. Bob Gette reported the Foundation sent 12 investment firms information for submitting an RFP proposal. The RFP deadline is October 18, 2019. Melissa agreed to work with the Investment Sub-committee members, Chris Johnson, Mike Neppel, Bob Gette and Michelle Nelson, to set up a time to review the proposals. The Foundation will notify the firms by Oct. 23 who the two finalist are and set up those interviews for Nov. 6, 2019.

Chris Johnson gave the group an update on the Kosel Land Lab. The advisory group and Ag Department are considering a planter purchase. Three student field days were scheduled throughout the summer months to bring students back, unfortunately two of them were rained out. There are currently 44 NDSCS Ag students in their first year, with 6 as Ag transfers. The wet conditions have delayed this fall's harvest. Ideas for a corn maze are being explored for next year. President Richman commented that he had recently attended a Community College Alliance for Agriculture Advancement Conference in Norfolk, NE and had interesting discussions.

Kim Nelson highlighted items in the 2019-20 Operating Budget. Alumni Sponsorships are coming in with 6 of 14 making their financial commitments. Anticipated expenses for the first quarter include the Annual Report – Cumulative Giving piece scheduled to go out in October. With Kim out of office and Tim retiring, revenue is under projections.

Michelle reported that the NDSCS Alumni Foundation received a clean audit report. Nadine Julson, LLC. conducted the audit. They recommended additional internal controls in regards to preparation of financial statements.

Kim Nelson gave a Challenge Grant status report. She submitted \$355,000 in the first round on September 24, 2019 and it went well. The next round is scheduled for December.

Margaret Wall lead discuss on the Board Retreat. Kim Nelson had set up a Strategic Planning retreat for the next full board meeting on November 15, 2019 to look at what the staffing and needs of the Alumni office would look like in the next 5 years. Due to Kim's absence, the group recommended the retreat be postponed until she returns.

Melissa Wynn gave a brief update on registration numbers for the upcoming Homecoming events. The Alumni Foundation Awards and Recognition event is Friday, Oct. 11th and President Richman will be assisting. The Catbacker Letterwinners Hall of Fame event is Saturday, Oct. 12th. All committee members were encouraged to attend.

Margaret Wall reported on the status of the Alumni Office. Kim is still out on medical leave. President Richman will meet with Melissa, Barb and Denise to help determine priorities. The Executive Board members offered support. They would be willing to do specific tasks with direction.

Dr. Richman reported on the status of the Career Academy. The Fueling the Future Group hired Flint Group for public relations. The presentation to the Cass County Commissioners is delayed until a new member is added to fill a vacant spot. A rental agreement is being drafted with the assistance of attorneys.

President Richman's Report:

- ND Career Builders Scholarship and Loan Repayment program, which requires private sector matching, is going well. We currently have 7 students who have chosen to utilize this opportunity and 4 more in the pipeline.
- With final enrollment numbers reported, NDSCS enrollment was up .7 %. The Wahpeton campus was slightly down - and the Fargo campus, online students and dual credit were all up. We recently has a consulting group on campus to give us ideas on recruitment and enrollment and we are waiting on that report.
- The NDSCS Clay Target team got off to a good start with 44 team members, the E-sport gaming is setup in the game room of the Hektner Student Center and the Athletic Department is searching for a baseball coach.

Margaret Wall adjourned the meeting.

Submitted by Melissa Wynn

Approved 11.7.19