



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 at the President's Office of Haverty Hall, on September 2, 2021.

Members present Josh Dozak, (Board President), Hugh Veit (VP) Bob Gette, Linda Hopkins, Kelly Hubrig, Chris Johnson, Joel Kaczynski, Megan Kummer, Jeff Leinen, Roger Richels, Margaret Wall(phone), Chad Wehri. Ex-officio members present were Kim Nelson, Dr. John Richman, Dr. Jane Vangsness Frisch, Michelle Nelson, Adam Peterson, Yoney Fobb, and Stephanie Curtis.

Absent:

President Josh Dozak called the meeting to order. **Roger Richels made a motion to approve the minutes from August 5, 2021. Jeff Leinen seconded the motion, motion carried.**

Josh introduced Andrew Peterson, NDSCS Facilities Maintenance Executive Director. Andrew will attend bi-weekly construction meetings, give monthly updates to the Executive board, help facilitate change orders, and oversee invoices for the CIC. Three invoices were presented for approval, for a total of \$290,483. Andrew recommended the invoices be paid. **Hugh made a motion to pay the invoices, Chris Johnson seconded, motion carried.**

Andrew shared a job progress report. There may be a change coming regarding the steel vendor due to availability of supplies. There is also an egress stair that will be added to comply with building codes. The expected completion date is anticipated to be late spring or summer of 2023.

Hugh Veit and Kim have been working with Moore Engineering on finalizing their in-kind contract for services for the Career Innovation Center. Hugh recommended the contract be approved pending the approval of the Foundation's Attorney. **Roger made a motion to approve the contract with Moore Engineering, Joel seconded, motion passed.**

Dr. Richman and Dr. Vangsness Frisch received confirmation form Dr. Denise Jonas of the Cass County Career and Technical Education Center that the NDCTE Board approved the grant application process for the Cass County CTE to apply for the Grant. The grant application will be finalized and submitted.

Kelly Hubrig updated the board on the sale of the 19th avenue building. There is a prospective developer interested. The realtor gives frequent updates as needed.

Roger Richels gave an investment report. The balance of the Foundation Agency fund is \$25,507,574, the Madge Vertin fund balance is \$4,210,522 for a total of \$29,718,096. The funds continue to yield higher than average returns.

Kim went over the monthly operating expenses and income. Sponsorships are coming in for FY22. There are several new sponsors along with current sponsors that have committed for another year. The response has been very positive. The goal is to have sponsorships completed by September 15. The Annual Campaign will kick-off in September with the theme, "The Tradition of Success Continues."

The Foundation's annual audit is taking place now and will be complete by September 10. The auditor approves of the internal controls in place. Michelle Nelson is assisting with the audit to ensure the proper documentation is submitted per auditor requests. The audit will be submitted to the NDUS system.

Kim gave an update on the Challenge Grant. NDSCS is doing an audit of all vendors and contracts to ensure compliance with the abortion and planned parenthood rules. Kim is continuing to promote the Challenge Grant and will submit funds following the final review of the contracts.

Chris did not have anything new to report on the Kosel Land Lab.

Dr. Vangsness Frisch shared the enrollment-related events planned to increase awareness of in-demand careers. Student groups from 9-12 grade will be at NDSCS for "T4" (Tools, Trades, Torque, Tech) in October. SEE NDSCS days are also being planned for 10-12 grade students. Last year 48.6% of students who attended a SEE Day enrolled at NDSCS. 350 students are expected to attend SEE NDSCS days.

Dr. Richman gave a College Update:

- Approximately 850 students moved into campus housing this fall.
- Opening weekend events were successful and well attended. Many faculty and staff were on hand to assist students and families.
- While enrollment is down 3-4%, retention has increased 2-2.5%.
- The Vice President for Instruction position was filled. Dr. Lisa Karch will begin on October 4. She comes to NDSCS from MSUM.
- The Chancellor from the State Board of Higher Ed has reached out to the Foundation, Faculty, Staff, and Student Senates asking for names to be forwarded for the Presidential Search Committee. The State Board of Higher Ed will hold their September 30, meeting in Wahpeton. An interim will be appointed until approximately March when the new President is planned to be announced.
- Covid protocols changed, masks are now required indoors. No visitors are allowed in residence halls. While cases remain very manageable, quarantine cases have risen due to close contacts.

Kim reminded anyone planning to attend the Homecoming Alumni banquet to get registered and encouraged board members to attend as many events that weekend as possible.

Linda Hopkins made a motion to adjourn the meeting, Chris Johnson seconded the motion, it passed.

Respectfully Submitted by Stephanie Curtis

Approved 10/7/2021