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*The Lassen College Foundation supports the Lassen College mission of providing outstanding programs for all those pursuing higher education goals through student scholarships, support and advocacy.*

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## MINUTES

Monday, April 8, 2013

6:00 p.m.

Lassen College Board Room

1. **CALL TO ORDER:** 6:00 p.m.

2. **PLEDGE OF ALLEGIANCE:**

Led by, Vice President, Sophia Wages, filling in for President, Mike O'Kelly.

3. **ROLL CALL**

**Board Members Present:**

Mike O'Kelly, President (**Absent**)

Sophia Wages, Vice President

Maria Nye, Secretary

Dave Clausen, Treasure

JoEllen Wood, Member

Aaron Dixon, Member

Dr. Marlon Hall, Representative of the Board of Trustees (**Absent**)

**Directors Emeritus Members Present:**

Gino Surian (**Absent**)

Rocky Deal (**Absent**)

Richard St. Peter (**Absent**)

(A Director Emeritus shall have the privilege of attending all meetings and discussions but shall have no vote)

**Staff Present:**

Scott McCullough, Grace McCullough, Lassen Cougar Enterprises (LCE)

Dina Antonucci, LCC/LCF Administrative Assistant II Resource Development

**LCF Volunteers Present:**

Marian Liddell (**Absent**)

Andrew Haut (**Absent**)

**LCC Employees:**

4. **PUBLIC COMMENT:** None

**5. DISCUSSION ITEMS:**

**A. Procedure of high school graduates being awarded multiple scholarships as well as receiving LC Foundation Scholarship.**

Sophia Wages asked for the Board's opinion on the idea of rewriting the Foundation's High School Scholarship policy in order to not limit the recipient of the Foundation's High School Scholarship to have to use their other scholarship awards prior to utilizing the scholarship they received from the Foundation. The Board agreed that they will reword the scholarship policy before the start of school.

**B. Scholarship Application - Interpretation of Policy (Students not in College Service Area)**

Sophia Wages wanted the Board to be aware that depending of funding, the Foundation High School Scholarship are allotted to student in the surrounding areas, once all of the students from within the district have been awarded.

**C. Award matching funds. (Richard St. Peter)**

**DISCUSSION/ACTION**

Due to the absences of Richard St. Peter, this item has been tabled until the next meeting.

**D. Lassen County Office of Education, seeking donations for their Annual Sober Graduation**

**MSCU- Maria Nye/Dave Clausen**

The Board agreed to donate \$100.00 towards Sober Graduation.

**E. Lassen Senior Services seeking donations, through a "No Bake, Bake Sale".**

The Board discussed and came to the conclusion to not support the Senior Services "No Bake, Bake Sale" due to the fact that this fundraiser does not meet the criteria of the Foundation's goal and purpose. The Board agreed that if any of the Board members would like to support this cause, they can make a personal donation as they see fit.

**6. MINUTES APPROVAL: MSCU Aaron Dixon/Maria Nye**

Wednesday, February 6, 2013 minutes were approved with the amendment of the incorrect spelling of Treasurer under Dave Clausen's title.

**7. FINANCIALS:**

**A. New Business**

- 1) Financial Statement,
  - A) December, 2012
  - B) January, 2013
  - C) February, 2013

Dave Clausen, presented a draft budget for the Board to review, but no action could be taken until the President of Lassen Colleges has an opportunity to review it. According to Dave, the scholarship amount is incorrect because the amount spent on scholarship is less than the amount shown. The salary and benefits for the Administrative Assistant II position have not yet been charged from the College to the Foundation, and the Athletic teams have spent approximately \$16,000.00 out of their funds that has not been reflected in the draft budget.

Fiscal Year, 2012-2013 draft budget and financial statements will be carried to the next meeting.

**B. Old Business**

The Fiscal Year End 2011-2012 Budget/Actuals was approved.

**MSCU- Aaron Dixon/JoEllen Wood**

## 8. REPORTS:

### A. LCC President's Report (Dr. Marlon Hall)

On behalf of Dr. Hall, Julie Johnston, gave an overview of the recent activities that took place at Lassen Community College and presented the Lassen College Foundation Board with a certificate of appreciation for their support of the Black History Month events.

### B. Lassen Cougar Enterprises (Scott McCullough)

Scott gave an overview of Lassen Cougar Enterprise's 2012 budget review and 2013 estimated budget for the Eagle Lake Marina and Campgrounds. The annual budget and the reelection of Cougar offices will be carried over to the next meeting as action items.

He stated that the lake level is not coming up from the snow pack, and LCE expenses are higher this year due to having to pay water and sewer fee to the Forest Service.

The Marina is throwing a party on July 5<sup>th</sup>, 2013 to encourage campers to come up.

Scott's estimated income amount for the Marina and Campgrounds for 2013 is \$42,000.

### C. Policy & Procedures Committee (Dr. Marlon Hall)

Dr. Hall was not available to report.

### D. Scholarship Committee (Sophia Wages & Mike O'Kelly)

The board discussed the option of having to lower the scholarship award amount depending on funding to accommodate all applications received by the deadline.

### E. Budget Committee (Dave Clausen, Aaron Dixon, & Maria Nye)

Information was presented under the financials.

## 9. NEW BUSINESS:

### A) "OSHER" Scholarship Endowment Update (Richard St. Peter)

**INFORMATION**

Carried to next meeting, due to Richard St. Peter absences.

### B) Five new "President Scholarships" (Richard St. Peter)

**INFO/ACTION**

Dave Clausen presented draft copies of the "President Scholarships" with the exception of the academic senate award. He stated that in light of the Marina issue, he feels that issuing these scholarships is out of line at this time.

**No action was taken**

### C) Lassen Banner Hospital Complex Notice of Sale of Tax Default

**MSCU-Dave Clausen/JoEllen Wood**

Dave Clausen moved to take no action on the Lassen Banner Hospital Complex Notice of Sale of Tax Default.

## 10. OLD BUSINESS:

### 1) Fundraisers and Web-page Update: (Dina Antonucci)

Dina Antonucci and Kory Konkol gave an overview of the Welding Vocational Scholarship Fundraiser, and Dina Antonucci reported on the progress of Facebook, the Foundation Web-Page, the "Good Search" search engine fundraiser.

### 2) American Book Drive fundraiser. **MSCU- JoEllen Wood/Maria Nye**

The Board agreed that the American Book Drive would be worth looking into doing as a fundraiser. Dina will do a follow up on the outcome after some research.

3) Dina Antonucci requested a “Forms Workshop” to review all of the forms for the web-page. The Board agreed to hold the workshop on Monday, May 6, 2013 at 6:00 p.m. in the Lassen College Board Room.

4) Draft statement to by-pass form 700 (Andrew Haut)  
(Carried until further notice)

**INFO/ACTION**

**11. OTHER ITEMS (NOT ON AGENDA) TO DISCUSS:**

Aaron Dixon mentioned that next month Diamond Mountain Casino will be participating in a fundraiser for Cancer Awareness, and Aaron will be one of the volunteers to have his head shaved.

**12. COMMUNICATION:**

Sophia shared that many community members have been very appreciative of the scholarships that the Foundation provides for students.

**13. NEXT MEETING:**

A workshop will be held on May 6, 2013 at 6:00 p.m. in the Lassen College Board Room, in place of the monthly Board meeting.

**14. CLOSED SESSION:** None

**15. OPEN SESSION:** None

**16. ADJOURNMENT:** 7:41 p.m. MSCU-Dave Clausen/Maria Nye

Approved