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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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Board Meeting Minutes  
Monday, March 9, 2015  
6:00 P.M.  
Lassen College Board Room

1. Call to Order: 6:00 p.m.
2. Pledge Of Allegiance:
3. Roll Call:

Board Members:

Mike O'Kelly, President - Present  
Sophia Wages, Vice-President - Present  
Maria Nye, Secretary - Present  
Dave Clausen, Treasurer - Present  
Aaron Dixon, Member -Present  
Todd Eid, Member -Present  
Gary Felt, Member - Present  
Bill McCabe, Member -Present  
Dr. Marlon Hall, Lassen Community College President - Present  
John Larrivee, Resource Development Specialist -Present

Directors Emeritus Members:

Rocky Deal -Not Present  
Marian Liddell -Not Present  
Richard St. Peter -Present  
Gino Surian - Not Present

Visitor:

Scott McCullough, Lassen Cougar Enterprises

4. Approval of the Agenda(action/information item) Motion by Todd Eid/2<sup>nd</sup> by Sophie wages - Motion Passed
5. Public Comment: None
6. New Business(action/information items)
  - a. Reno Aces fundraiser account/Denise Stevenson (action/information)- Motion made by Sophie Wages and 2<sup>nd</sup> by Dave Clausen to create Aces Holiday Fund - Motion passed. The purpose of the fundraiser is to start a scholarship fund for foster youth students that are 24 years or older returning to school.
  - b. Request to pay health and student fee for Reg to Go(action/information)-Motion made by Todd Eid and 2<sup>nd</sup> by Aaron Dixon

to create a reserve fund of \$1100.00 (permanent fund) to assist students during the registration process to pay required health fees. These fees would be refunded back to Lassen College Foundation through the student account after enrollment.

- c. Lassen Cougar budget (action/information item)-Handouts presented to the Board for both the campgrounds and Marina. The campground(s) revenues were under budget by -\$14691.00. The Marina's revenues were under budget by -\$8261.00. The reported net results for each are the following:
  - Campgrounds: \$84,194 net profit
  - Marina: \$14874 net loss
  - LCE: \$69,320 net profit
- d. Osher Scholarship Foundation report (action/information item)-Update provided to Board. Currently there are 10 scholarships at \$1000.00 each awarded per year.
- e. Duties of the Resource Development Specialist (info/discussion) - John Larrivee provided a summary of current projects he is working on. The following are some of the essential projects:
  - Website/Facebook page for the Foundation
  - Reactivate PayPal services
  - Etapestry
  - Working with staff and students to increase support, commitments and awareness.
  - Working various lists of alumni to create donor relationships.
  - Determining current needs from feasibility study and readiness audit.
  - Initial work plan and annual Board meeting requirements.
  - Future training workshops for Board members.
  - Endowment Fundraiser - Goal of \$100K
- f. Board member donations (information/action)-Motion made by Todd Eid/2<sup>nd</sup> by Gary Felt that each Board member contributes a minimum of \$100.00 annually to the Foundation. Motion passed.
- g. Reflections on the Louis Price/Kenney Polson concert (information/discussion)-This was a successful fundraiser. Approximately \$2500.00 net after expenses. Exact totals not available yet. More Board participation needed. Next year calendar of community activities will be reviewed to ensure availability of Board members. More advertising prior to the event is also planned. Other venues are also being considered due to the increase of attendees.

#### 7. Old Business(action/information items)

- a. Review By-laws (action/information)-Final review made. Motion made by Bill McCabe/2<sup>nd</sup> by Aaron Dixon- Motion Passed
- b. Membership Drive (action/information) - These duties will now be managed by John Larrivee.
- c. Donation packages (action/information)-Modification and introduction of donation packages will now be managed by John Larrivee.
- d. Financial report(action/information)No Report
- e. Scholarship update (action/information) - Motion made by Bill McCabe /2<sup>nd</sup> by Dr. Hall to have a transfer made of \$100K to cover rent from Cougar Enterprises to Lassen College Foundation. Motion passed. 2 for 1 scholarships were discussed and a motion was made by Bill McCabe/2<sup>nd</sup> by Dr. Hall to offer the 2 for 1 incentive again this year. Motion

passed. The committee which includes Dr. Hall, Sophie Wages, and Rich St. Peter will also include John Larrivee.

8. Reports

- a. LCC President's Report - Letters and certificates to be sent out to thank community for support for the Louis Price/Kenny Polson concert and fundraiser.
- b. Cougar Enterprises Report - Boat Launch and how to improve conditions for the ramp were discussed.
- c. Resource Development Specialist Report- John Larrivee expanded on his strategy to reach goals set forth for both him and the Foundation. The following are key components of the plan he is working on:
  - Alumni Association Map - Participate in all available media outlets such as radio station, newspaper, Facebook etc...
  - Identifying Leader Key people to create volunteer self-run groups.
  - Convene open meetings
  - Identifying key factors such as alumni engagement.
  - Developing a key membership drive.
  - Developing a communication plan.
  - Identifying overachievers for the college.
  - Implement the plan and then evaluate.
  - Branch out to regional areas
  - Board training -Includes planning, prospecting, promoting (lists) major donors.
  - Training on plan giving options
- d. Other items to discuss -None

9. Items to Discuss At Next Meeting

Approval of minutes for meetings held on January 2014, February 2014 and March 2014.

10. Next Meeting: April 13, 2015

11. Adjournment - Motion made by Sophie Wages/2<sup>nd</sup> by Dr. Hall- Motion passes at 7:37 p.m.