



Meeting Minutes
Monday, November 19, 2012
6:00 p.m.
Lassen College Board Room

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.

- 1. CALL TO ORDER:** By President Mike O'Kelly at 6:02 p.m.
- 2. PLEDGE OF ALLEGIANCE:** Led by President Mike O'Kelly
- 3. ROLL CALL:**

Board Members Present:

Mike O'Kelly, President
Sophia Wages
Maria Nye
Dr. Marlon Hall
JoEllen Wood
Dave Clausen

Board Members Absent:

Aaron Dixon

Directors Emeritus Members Absent:

Gino Surian
Rocky Deal
Richard St. Peter

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

Staff:

Scott McCullough and Grace McCullough- Lassen Cougar Enterprises (LCE)
Dina Antonucci, LCC/LCF Administrative Assistant II Resource Development

LCF Volunteers:

Marian Liddell (Absent)
Andrew Haut

LCC Employees Present:

Sue Mouck – V.P. Academic Services Lassen College

Guest:

Ann Carlson – Eagle Lake RD, District Ranger
Caleb Schortz – Lassen Youth Soccer, Soccer Coach
Walt Zinkel – Lassen Youth Soccer President

4. PUBLIC COMMENT:

Lassen Youth Soccer President, Walt Zinkel, reported that LYS usually uses Lassen College's lower field in the spring. They would like to continue to use LCC's soccer field and would like to donate \$2000 towards the Foundation soccer account.

Dave Clausen mentioned that LYS will need to make an agreement with LCC for the use of the field, but the donation can be made out to the Lassen College Foundation.

Mike also confirmed with Walt that LYS is a 501C3.

5. DISCUSSION ITEMS: None

6. MINUTES APPROVAL: October 16, 2012 MSCU - Sophia Wages/Dr. Marlon Hall

7. FINANCIALS:

A. New Business

1) MOU between LCC/LCF & (LCE) regarding use of gifted assets -

Mike O'Kelly and Andrew Haut confirmed that the original MOU between LCC/LCF & (LCE) regarding use of gifted assets remains effective. There is no action needed at this time unless a new MOU is created.

2) Financial Report - Dave Clausen reported that there are still some issues with current liability and scholarships payable. He stated that the audit firm is working with the CPA's office on correcting financial statements, and that they will be issuing an audit report by the LCC Board meeting to be held on December 11, 2012.

B. Old Business

Dave Clausen reported that until they have good financial statements the next three items cannot be addressed. Once the financial statements are correct, then a motion can be made for the budget committee to meet.

1) Financial Statement June -September 2012 Update: Pending Next Meeting

2) Fiscal Year End 2011-2012 Budget Actuals Approval: Pending Next Meeting

3) Fiscal Year, 2012-2013 Budget Approval: Pending Next Meeting

8. REPORTS:

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

1) Dr. Hall reported that LCC has a large number of Alumni and he would like the Foundation to start planning an all college reunion fundraiser as a way to help develop a data base of LCC alumni.

2) Dr. Hall delivered a statement to inform the LCF Board members about an issue that resulted in LCC being penalized by the state association. He explained the reason for the penalty was due to the fact that LCC administration failed to file specific 2011-12 paperwork on time; causing the LCC men's soccer team to slip down in rank, and the LCC women's soccer team to be totally taken out of the playoffs.

He apologized for the error on the part of the administration and assured everyone that it would not happen again.

B. Lassen Cougar Enterprises (Scott McCullough)

1) Mr. McCullough presented the September 2012, LCE budget statement, confirming his previous assumption of a financial loss for this year. The operated income for September showed a loss of \$21,399 which includes \$25,030 in expenses and rent. According to Mr. McCullough, September was the high point of revenue for the year.

He encouraged the Foundation Board to consider the consistency of management between the marina and the campgrounds, stating that the majority of revenue generates from the campgrounds.

Mr. McCullough suggested that the partnership between the U.S. Forest Service, LCC and LCF should ask for a weaver request and extension for the current permit for the campgrounds.

District Ranger for Eagle Lake R.D, Ann Carlson, attended as a guest to introduce herself to the board members and to thank the McCullough's for their hard work at the Eagle Lake Marina and campgrounds.

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

P&P Committee Members:

- a) Dr. Hall
- b) JoEllen Wood
- c) Aaron Dixon
- d) Marian Liddell

Dr. Hall reported that the P&P committee is still revising the policies and procedures and will be meeting at 5:30 pm, January 28th, 2013 before the next LCF Board meeting; the focus is on P&P Scholarship.

D. Scholarship Committee (Sophia Wages)

Ms. Wages reported that there are several additional types of scholarships the committee is reviewing, other than the Lassen High School graduate scholarship. She mentioned the Senior Citizen scholarship, the Veterans scholarship, and a new general scholarship, currently referred to as the “Special Needs” scholarship, which will reach out to assist other individual, other than high school graduates.

E. Budget Committee (Dave Clausen)

Mr. Clausen reported that since they did not have the appropriate financial statements, the budget committee has not yet met. Once the correct financial statements are obtained, the budget committee will set a time to meet.

9. NEW BUSINESS:

- 1) Lassen Cougar Enterprises (Scott McCullough) LCE informative presentation
At the October 16, 2012 Scott stated that he would provide an informative presentation to how LCE operates.

(Carried to the February Meeting)

- 2) Fundraiser Ideas: **MSCU - Sophia Wages/Dave Clausen**

The Foundation voted to support the...

a) Alumnus of the Year-

Dr. Hall presented a draft nominee application for “Alumnus of the Year”. He also mentioned that an “Alumni Committee” will need to be formed, to oversee activities and review the applications received. The recipient of the “Alumnus of the Year” will receive recognition and an award at graduation.

b) Athletic Hall of Fame-

Dr. Hall presented a draft report of the nominee qualification & guidelines for the LCC “Athletic Hall of Fame”. He mentioned that a committee will need to be formed and an application developed prior to informing the community to nominate athletes, coaches or teams as potential recipients. An award ceremony dinner will be given as a fundraiser, and the proceeds from the dinner will go towards scholarships.

10. OLD BUSINESS:

Andrew Haut reported that if he had some names of the original LCF Board members he could gather more information that will help determine whether or not filing the form 700 is mandatory or worth disputing.

Sophia Wages presented Mike with a name of a previous board member that may be able to provide a statement.

(Carried, until further information has been obtained)

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

A) Dave Clausen stated that he would like for Matt Levine to present a report that will explain the history and utilization of scholarships.

B) In conjunction with the Title III Grant, as the Administrative Assistant II, Resource Development at Lassen Community College, Dina Antonucci, presented each of the Foundation Board members with a biography form to be filled out and returned, along with a photo, for the Foundation Board Web-page on the Lassen Community College Web-site.

12. COMMUNICATIONS:

13. NEXT MEETING: (Bi Annual Meeting) Monday, January 28, 2013 - 6:00 p.m.

14. CLOSED SESSION: None

15. OPEN SESSION: N/A

16. ADJOURNMENT: 6:53 p.m.

Minutes respectfully submitted by:

Dina Antonucci, LCC/LCF Administrative Assistant II Resource Development