

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.

LASSEN COLLEGE FOUNDATION

(A California Non-Profit Corporation)

Susanville, CA 96130

APPROVED MINUTES

Monday September 24, 2012, 6:00 p.m.

Lassen College Board Room

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1. CALL TO ORDER: By President Mike O'Kelly at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE: Led by President Mike O'Kelly

3. BOARD MEMBERS ROLL CALL:

Present: Sophia Wages, Mike O'Kelly, Maria Nye, Dr. Marlon Hall, JoEllen Wood, Aaron Dixon and Dave Clausen

Absent: Directors Emeritus: Gino Surian, Rocky Deal and Richard St. Peter

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

A. STAFF: Lassen Cougar Enterprises (LCE) Scott McCullough

B. LCF VOLUNTEERS: Marian Liddell (taking minutes) **Absent:** Andrew Haut

C. LCC EMPLOYEES: Dave Foster, LCC faculty (retired) Mr. & Mrs. Glen Wemple (LCC retired President), Sue Mouck LCC Executive Vice President of Academic Services, Cheryl Aschenback, LCC faculty and Title III Project Manager, Ben Wade, LCC Men's Soccer Coach and Rich Bourne, LCC Men's Assistant Soccer Coach.

4. PUBLIC COMMENT: None

5. DISCUSSION ITEMS: None

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

7. FINANCIALS:

A. New Business

1). Financial Report - Dave Clausen - no report given

2). July Financial Statements were not available from CPA

3). August Financial Statements were not available from CPA

B. Old Business

1). FISCAL YEAR END 2011-2012 STATEMENTS was not available from CPA

2). FISCAL YEAR END 2011-2012 BUDGET ACTUALS APPROVAL pending next agenda

3). FISCAL YEAR 2012-2013 BUDGET APPROVAL pending next agenda

8. REPORTS:

A. LCC President's Report (Dr. Marlon Hall) is attached. Dr. Hall also requested that one LCF Board Member be selected to the LCC Title III Resource Admin. Asst. Hiring Committee- no member was selected.

B. Lassen Cougar Enterprises (Scott McCullough) reported current conditions at Eagle Lake Campgrounds/Marina, including Marina/Campgrounds currently on budget. The Marina expects \$1,000 net profit (due to \$30,000 lost boat slip rentals due to low lake level. January 2013 expected transfer of funds to LCF is \$100,000 - \$110,000.

C. Policy & Procedures Committee - (Dr. Marlon Hall) presented the LCF 2nd Draft Mini Grant Application, which will be on the next agenda for approval.

9. NEW BUSINESS:

A. LCF Board member resignation & accepted as LCF volunteer: Marian Liddell -**MSCU Sophia Wages/Dr. Marlon Hall.**

B. Accept Andrew R. Haut, Attorney at Law as pro bono LCF volunteer - **MSCU Dr. Marlon Hall/ Dave Clausen.**

C. Title III Grant - presentation on benefits to LCF - Dr. Marlon Hall introduced Cheryl Achenbach, LCC faculty and Title III Project Manger made a presentation (attached). Grant incorporates LCF into LCC's administration under Component 4 - Expand Resource Development Capacity including to: reduce/eliminate single LCF income; hire admin asst.; cultivate donors; update LCF P&P and Strategic Plan; relationship software; redesign LCF website; cultivate planned donors; and train LCF board and staff - by 2015 from 2008-2009 \$zero to \$100,000 per year. **MSCU Dr. Marlon Hall/Sophia Wages.**

D. LCC Soccer Field Project - Dr. Marlon Hall introduced Ben Wade, LCC Soccer Coach and Rich Bourne LCC Assistant Coach who gave a presentation requesting LCF donate ("\$5,000 initially to get started") to renovate the LCC Soccer field. Dr. Hall will forward two proposals received to the LCF Board for review. **MSC Sophia Wages/Maria Nye with one no vote.**

E. Susanville Symphony request for \$800.00 advertising funding **MSCU Sophia Wages/Maria Nye.**

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10. OLD BUSINESS:

- A. "I Remember Lassen College" Self-Sustaining Grant \$\$3,291-\$3,500 request (C. Toft/M. Levine) **MSCU Sophia Wages/Maria Nye**
- B. LCF Board members annual pledge- carried to next meeting agenda
- C. Directors "Statement of Economic Interest, Form 700" - carried to next meeting agenda
- D. LCF proposal for .25 FTE administrative (secretarial) assistant - Sue Mouck explained the job description has been "blended" from two previously presented LCC and LCF proposals. The LCC/LCF (75%/25%) Admin. Assistant proposal. **MSCU Sophia Wages/JoEllen Wood with follow-up for a detailed description.**
- E. LCC Trustee Action July 10, 2012 - Dave Clausen reported all items noted were taken care of 9-11-12:
Note: (reference By Laws Section 5.2)
July 2011 and July 2012 LCF board to Trustees Agenda
June 2012 board JoEllen Wood - replaces G. Surian
July 2012 board member Aaron Dixon - replaces R. Deal
Vacancies: Marian Liddell and Richard St. Peter
- F. Native American 2nd Annual Education Summit August 15, 2012 (Aaron Dixon) reported the LCF sponsored event "was great."

11. COMMUNICATIONS:

- A. LCF Director E-mail/address list was distributed to LCF Board members.

12. NEXT MEETING: Tuesday, October 16, 2012 - 6:00 p.m.

13. CLOSED SESSION: none

14. OPEN SESSION: n/a

15. ADJOURNMENT: 7:39 p.m. MSCU Sophia Wages/Dr. Marlon Hall

Minutes respectively submitted by:
Marian Liddell, LCF Volunteer
