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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, June 8, 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	Not present
Todd Eid, Member	Not present
Gary Felt, Member	Present
Dr. Marlon Hall, Lassen Community College President	Present
Bill McCabe, Member	Present

Emeritus Members:

Richard St. Peter	Present
Rocky Deal	Not present
Gino Surian	Not present

College:

John Larrivee, Resource Development	Present
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Visitor:

Scott McCullough, Lassen Cougar Enterprise	Not present
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4. Approval of the Agenda(action/information item) - Motion by Bill McCabe, second by Dr. Hall, passed unanimously.
5. Public Comment: None
6. Approval of the minutes:
  - a. May 11, 2015 - Motion by Gary Felt, second by Dr. Hall, passed, Sophia Wages and Bill McCabe abstained.
7. New Business(action/information items)

- a. Establish a procedure for donations submitted for entry into the donor management system - Motion that all donations in cash, checks, and other forms of gifts for the foundation and boosters be submitted to the Resource Development Office for entry in the donor management system and then forwarded by Resource Development to the accountant with a transmittal cover sheet. Moved by Maria Nye, seconded by Gary Felt, passed unanimously.
  - b. Payment of scholarships - Final list of awarded scholarships distributed; accountant to pay for scholarships when billed by the college. All scholarships, including matching scholarships, are administered the same by the financial aid office with the conditions listed in the award. Books, purchased at the LCC bookstore, are covered. The decision to cover books will be considered again next year.
8. Old Business(action/information items)
- a. Annual Meeting Topics - Three year business plan (including scholarships), compliance with Education Code, Title III grant update, mission and vision statements, annual plan and budget. Meeting may include community members for public input.
  - b. Board Job Descriptions - Reviewed board expectation to attend one additional event per year.
  - c. Scholarship updates - Eighty four scholarships were awarded totaling \$186,100.00 to 73 individuals. Four levels of scholarships were distributed based on GPA - \$500, \$1,000, \$2,000, and \$3,000. In addition, scholarships were awarded to Valedictorians (\$5,000), Salutatorians (\$3,000), and by Principals (\$3,000). Eleven scholarships had matching contributions (\$6,200). The board discussed what worked well and what could be improved.
  - d. Board donations - Donations received to date by eight of nine directors.
  - e. Financial Report from the accountant - Two corrections were noted in the April financial report: 1) The rent receivable on the Financial Position is \$50,000 rather than \$100,000, and 2) the high school scholarships on the Statement of Activities is \$98,332 rather than \$158,334. The Net Revenue (Loss) is then (\$66,670).
9. Reports
- a. LCC President's Report - The LCC President read a list of 15 guidelines for college auxiliary organizations (which includes the foundation) from the Education Code, the Master Agreement, the By-Laws, and the Articles of Incorporation. These will be discussed at the annual meeting. Copies of the relevant sections from the Education Code will be provided. Funeral services for Glenn Wemple were announced.
  - b. Cougar Enterprises Report - Due to unexpected operational costs, the projected foundation income is reduced to \$50,000. The board acknowledged the hard work of Scott McCullough, Lassen Cougar Enterprises. The Rotary Club "Rock the Lake" party is scheduled for July 3<sup>rd</sup>.
  - c. Alumni Association Report - The Resource Development Coordinator reviewed the LCF Strategic Map, the role of the foundation as

"philanthropy" rather than "charity," and the development role of the board which is in addition to its role to receive and distribute monies for scholarships. That role calls on directors to be Ambassadors, Advocates, and Askers. A case study of three nonprofits was distributed.

- d. Other items to discuss - A LCC district recognition for Glenn Wemple.
- 10. Items to Discuss at Next Meeting: - Annual meeting topics and President's 15 guidelines listed above.
- 11. Next Meeting: July 13, 2015, the meeting is scheduled for two hours.
- 12. Adjournment - Moved by Dave Clausen, seconded by Dr. Hall, passed unanimously.