



## NDSCS Foundation Executive Board Meeting Minutes

Pursuant to due call and notice thereof, a regular meeting of the Foundation Executive Board of NDSCS, Wahpeton North Dakota, was duly called and held at the Red River Valley Room of the Hektner Student Center, on August 1, 2024.

**Members present:** Chad Wehri (Brd President), Hugh Veit, Paige Kjesbo, Vicky Schafer, Megan Kummer and Rich Slagle, Guest: (Joel Kaczynski and Perry Miller, Zoom) **Members absent:** Josh Dozak, and Jeff Leinen (Brd VP)

**Ex-officio members present:** Kim Nelson, Denise Laymon, Yoney Fobb, Dr. Flanigan, and Michelle Nelson

Board President Chad Wehri called the meeting to order at 8:00 a.m. **Hugh Veit made a motion to accept the agenda and Megan Kummer seconded. Motion carried - agenda set.**

**Hugh made a motion to approve the minutes from the July 10, 2024, meeting. Vicky Schafer seconded the motion. Motion carried.**

The lengthy discussion centered around transitional personnel changes- Kim's retirement. Dr. Flanigan asked the executive committee who gets to select the new executive director? This question opened the conversation to clarification on how the hiring process takes place and if Kim should be a part of the process. Dr. Flanigan indicated that he would like to be a part of the process. Hugh made notation that the separation between the college and the foundation is not enough at times. Citing the CIC project as a prime example when it comes to making decisions. Hugh suggested the new executive director report directly to the executive committee but noted that the two entities: college and foundation should work in harmony with each other.

Rich Slagle commended Kim on doing a great job but felt that the current executive director should not be involved with the hiring of a new executive director. He suggested that all communication of applicants be referred to the Human Resources department at NDSCS. Rich also noted the timing of Kim's exit. Rich asked several questions. At what point does the committee start to interview potential candidates? Rich referred to having Kim and the new executive director working together side by side could create a weird dynamic and the question may arise who is in charge? At what point does Kim take on a different role through the transition? Hugh answered at the time of hiring the new executive director, Kim's title would change.

The committee understood the reasoning to have Kim train and assist the successor in respect to donors and securing the history of the foundation. Dr. Flanigan respectfully requested the committee look at the impact on the budget of having the two positions continue at the same time. Dr. Flanigan referred that the foundation's budget has a direct impact on the availability of financial support the college may receive from the foundation, particularly supporting the dual credit fees.

Chad brought the conversation back to the hiring process and entertained a decision. **Through a long discussion a motion was made by Hugh Veit, seconded by Paige Kjesbo to approve Hugh Veit, Rod Flanigan, Perry Miller, Joel Kaczynski, Rich Slagle (Chair), and Paige Kjesbo to serve on the hiring committee. The hiring committee will work with the college HR Department on the hiring process. Upon hosting interviews of selected applicants, the hiring committee will select 2-4 applicants out of the pool of applicants to move forward with further interviews and presentation opportunities in front of college staff and faculty. The committee will receive feedback from those who attend the presentations and then will make a recommendation to the executive committee who they recommend hiring. Motion passed.**

Paige Kjesbo provided a brief investment update. Assets are at \$34.5 million, the account had strong returns, the election year may factor into future outcomes. The accounts have fully recovered all market losses.

Kim Nelson provided a quick year-end recap. Annuities are at a higher value than the initial submissions. The budget ended with over \$105,000 excess funds, which will be invested, but readily available if needed for FY25.

**The foundation was approached by a company to probe for gravel on the Hope Land. A motion made by Hugh Veit and seconded by Rich Slagle to allow the land to be probed for gravel only after Jeff Leinen visits with the renters and after harvest. Motion carried.**

Review and approval of the Bremer Insurance policy is due by October 1<sup>st</sup>. Vicki Schafer volunteered to assist Kim in the process.

**A motion made by Rich Slagle and seconded by Hugh Veit to create a committee of three to review the MOA agreement between the college and the foundation. Serving on the committee is Rich Slagle, Hugh Veit, Josh Dozak and Chad Wehri. Motion carried.**

A discussion centered around a time to present a CIC update to Cass County and to the stakeholders. Dates to consider were August 28 or 29<sup>th</sup>. Location to be determined.

**Hugh brought forth conversation around the financial commitment of 3.5 million in cash the Foundation made towards the CIC project. Due to the foundation keeping the building on 19<sup>th</sup> Avenue and not selling it as originally intended, Hugh made a motion to reverse the commitment and making available to the big picture the 19<sup>th</sup> Avenue property as a 7-million-dollar asset commitment instead of the 3.5 million in cash donation. Megan seconded. Rich Slagle indicated he would abstain from voting.**

**Hugh Veit amended his current motion and made a motion and Megan Kummer seconded that the Foundation reconfirms the commitment to the CIC Project is 3.5 million in cash or equity. Megan seconded amended motion. Motion passed.**

**Hugh Veit made a motion and Megan Kummer seconded to approve a proposal for commissioning services for the NDSCS Career Workforce Academy from KFI for \$50,450. Motion carried.**

**Hugh Veit made a motion to approve hiring a public relations consultant. Paige Kjesbo seconded. Motion carried.**

**Hugh Veit made a motion and Megan Kummer seconded to approve the following change proposals: #022, #023, #024, #025. Motion carried.**

**Motion made by Hugh Veit and seconded by Megan Kummer to approve invoices for Comstock Construction #5, #36. RLE June invoice, Fusion #4, Gast #3, Petrson #4 and Smith and Strege. Motion carried.**

Dr. Flanigan provided college updates:

1. Block Party is scheduled for August 25<sup>th</sup>, all are invited to attend.
2. The search for an Athletic Director is in progress.
3. Enrollment is up 8%.
4. Plumbing and HVAC programs are full, some of our programs have room for additional students.
5. August 21<sup>st</sup> is Convocation- All college employees are encouraged to attend.

Adjourned 10:16

**Respectively submitted by Denise Laymon**

On August 1, 2024, an online vote was addressed regarding Dual Credit Application Fees paid by the Foundation.

**Kim's recommendation is to provide \$25,000 for FY24 dual credit application fee waivers as voted on October 6, 2022. Hugh questioned the amount and asked if we were to see new numbers and vote to increase the amount. Chad corresponded that Kim is recommending we pay just the \$25,000 that we agreed upon in October 2022. Chad stated after hearing the numbers from Dr. Flanigan email, we pay the full amount to be able to continue increasing credits.**

**Hugh amended his motion to provide \$25,000 a year, based on President Flanigan's input to move forward with the \$25,000 a year specific to the application fees for dual credit students. Hugh also amended his motion to include re-evaluation by the executive board of this amount annually. Megan Kummer seconded.**

**Motion passed August 2, 10:57 a.m.**

**Respectively submitted by Denise Laymon**