

## Snow College Foundation Board Meeting

Meeting Minutes

February 22, 2023

**Members in Attendance:** Bruce Snow, Joe Strain, Robert Behunin, Gail Albrecht, Mark Howard, Kay Christensen, Roger Thompson, Randy Cox, Mechelle Mellor, Brent Thorne, Stacey Mccliff, Carson Howell, Jim Tatton, Romney Stewart, Cameron Brooks

**Members in Attendance:** Rob Nielson, Yisel Jimenez

**Members Not in Attendance:** Beverly Nielson, Michael Carlston, Dale Darling

**Call to Order:** The Snow College Foundation Board Meeting was held on Wednesday, February 22, 2023, in the Lorenzo and Erastus Snow Conference Room at the Snow College Ephraim Campus. The meeting was called to order by Chairman Bruce Snow at 12:11 PM.

Bruce thanked Snow College Catering for making the food and setting up the food in the Lorenzo room and it is very appreciated.

**Approval of Minutes:** *A motion was made by Rob Nielsen and seconded by Gail Albrecht to edit the minutes of the November 16, 2022 meeting. The motion passed unanimously.*

**Website:** Joe began with a recommendation to only post foundation board minutes after they are approved by the board. The foundation board agreed to make the minutes public only after they have been approved. Bruce mentioned the need to update the foundation website as there are members listed who are no longer on the board or who have passed away.

**Introduction of Cameron:** Bruce presented Cameron Brooks as the new Executive Director of Advancement and Government Relations for Snow College. Cam introduced himself and shared his background and what he has been working on so far as Director.

**Introduction of New Members:** President Stacey Mccliff presented Robert Behunin as a new member of the foundation board. Rob proceeded to introduce himself. President Mccliff then presented Mechelle Mellor as a new member of the board and Mechelle introduced herself.

**Renewal of Michael Carlston:** Bruce began by stating to the board that both he and Michael Carlston would like to renew a two-year term on the board.

*A motion was made by Kay Christensen and seconded by Mark Howard to approve a renewal of a 2-year term for Michael Carlston on the Foundation Board. The motion passed unanimously.*

**Release of Mark Jones:** Bruce continued by saying that Mark Jones has requested a release from the board. He thanked him for all of his work and involvement on the board.

**Finance Report:** Carson shared that the financial state of the foundation is good and that Clearbook has emailed to confirm their dates to meet with the board in person. They will plan to attend the next foundation board meeting on May 17. Carson explained the two flash reports for the endowment and the foundation. For the endowment, the \$5 million trust has continued to increase and at the end of

January it was at around \$18.4 million. The foundation has seen a small decrease.

**Advancement Office Update:** Rob Nielson took the floor by thanking Joe for his work in putting the committees together. He explained the goal to have Cam work closely with the executive team, committee chairs, and committee members.

**Foundation Board Fund:** Bruce resumed the discussion from the previous board meeting regarding bereavement contributions as a result of the passing of board member, Wallie Rasmussen. A floral arrangement was suggested to show appreciation to former board members. Kay suggested that a draft letter from the board chair be ready to send with flowers to the family and Mark suggested that a representative from the foundation board attend the funeral. Kay recommended that an appreciation fund should include retiring board members as well as the family of a deceased board member.

Bruce asked Yisel what retiring board members receive as thanks and she explained that the Advancement Office gives a pen that has been engraved with their name and years they served on the board. Mark suggested that as soon as there is a passing of a former member they should be notified immediately and that Cam and his team should reach out to all members by email. In the case a board member found out before the Advancement Office, they should notify Cam as soon as possible. Rob said the advancement office will set up a fund and donations will go into a separate fund. Kay donated \$100 to the fund.

*A motion was made by Brent Thorne that the board chair will present a letter with a pen to a former board member or their spouse. In the case of a member passing the chair will give a letter and flowers to the spouse. The motion was seconded by Kay Christensen. The motion passed unanimously.*

**President's Report and Questions:** President McIff took the floor and passed out goals that she and her cabinet have planned for the 2022-23 school year. President McIff explained the goals and their importance and ideas of how they can be accomplished. She shared already accomplished goals that have been checked off and explained how these goals were carried out. One of these goals is to open up a medical assisting program in Richfield and Nephi next fall semester. President McIff also discussed the "Snowmobile", which will be a mobile technical education training vehicle for STEM programs and rural entrepreneurship. She shared how Snow has requested a five-acre parcel for \$2 Million in Nephi. Along with this land bank purchase in Nephi, there were two more land bank requests in Ephraim. The land in Nephi will house a small training facility for medical and technical education. She reminded the board of the \$2.4 million grant that Snow College received from the Economic Developmental Administration to build an arena. Randy asked about where they are at with the Social Science Building. President McIff said that they haven't been able to ask the legislature for money to fund the building. She went on to talk more about Snow's successes from the recent legislative season. She explained that 73% of Snow students come from underrepresented areas, and 59% come from rural backgrounds. She also shared that Snow College enrollment is increasing.

**Committee Updates:** Bruce gave the time to Joe to explain the committees. The current committees are Scholarship, Urgent Care, Planned Giving, Richfield Housing, Nominating, and Finance. He explained that the Executive and Finance Committee need a vote.

*A motion was made by Roger Thompson that the committees be approved as they are with the small adjustment of changing Mark Jones to a non-board member in the housing committee. Kay Christensen*

*seconded the motion. The motion passed unanimously.*

**Executive Committee:** Joe explained that at the next meeting, they are hoping to have a formalized nominating committee process in place. One of the newly added members will be asked if they could join the Richfield Housing Committee and more members will need to be added to this committee. Brent Thorne recommended adding Scott Hyatt as a member of the Scholarship Committee. Roger Thompson and Gail Albrecht volunteered to be part of the Richfield Housing Committee.

**Scholarship Committee:** Brent started off by saying that they have added four more members to the scholarship committee which is Larry Pearson, Scott Hyatt, Richard McAllister, and John Ogden. Richard suggested having each county in the six-county area start an endowment.

**Planned Giving Committee:** Mark expressed his concern at the loss of Janie and Wallie from the Planned Giving Committee. He stated the hope that Cam and Rob will help them start moving forward.

**Urgent Care Facility Committee:** Carson said they have received two proposals from two medical partners. They were also able to reach out to a third possible partner. The committee will be reviewing those proposals and take them to the board of trustees.

**Richfield City Potential Land Donation:** Carson explained that Richfield City owns two acres of land near the Richfield Campus. Richfield City is willing to donate the land to the college for the purpose of student housing. Carson explained there is no progress to report on the donation at this time.

**Upcoming Events:** President McIff invited the board members to commencement, on May 4<sup>th</sup> in Richfield and May 5<sup>th</sup> in Ephraim. For the Commencement in Richfield, the speaker will be former President Gerald Day, and Congressman Chris Stuart will be the speaker at the Commencement in Ephraim.

**Adjournment:** *A motion was made by Kay Christensen and seconded by Mark Howard to adjourn the meeting at 1:52 PM. The motion passed unanimously.*