



Eastern West Virginia Community & Technical College Foundation

Foundation Board of Trustees Meeting

MINUTES

January 10, 2020

Call to Order: 10:06 AM by Oscar Bean, President.

Attendees: Oscar Bean, Charlie Maddy, Jon Brill, Della Davis, Kelly Williams, Angie Zirk, Jim Cookman (by phone), Anne Jones (by phone), and Lindsey Teets (by Zoom). Absent – Janet Frye. Ex-officio - Greg Greenwalt and Charles Terrell. Staff - John Galatic, Dr. Sara Cross, Dr. Megan Webb, and Charles Bolyard.

Ratification of December Business: The Board vote to ratify the business conducted during the December 19, 2019 Meeting. The December 19, 2019 Meeting did not meet the quorum requirement. All were in favor.

Approval of Minutes: A motion to approve the December 19, 2019 Meeting Minutes was by Kelly Williams and seconded by Angie Zirk. All in favor, the minutes were approved.

Introductions: Steven Taylor from Lost River was introduced as a potential board member. Mr. Taylor has a long history of supporting higher education. He is the Founder and Managing Director of ED2WORK. A motion was made by Charlie Maddy to offer Mr. Taylor membership on the Foundation Board of Trustees. Kelly William seconded the motion. All in favor, the motion was approved.

Presentations:

Curtis Hakala, Dean of Teaching and Learning, presented a new Early Entrance Scholarship opportunity for high school students in memory of his college roommate, Michael Moore. A GoFundMe account has been established for the new Michael Moore Memorial Scholarship. Mr. Hakala plans to compete in a Triathlon on May 3rd in memory his friend and to promote the scholarship. All approved the establishment of the new scholarship.

Debi Layton, TANF Instructional Specialist and Phi Theta Kappa Honor Society Advisor, presented a student need for assistance in paying the costs of Phi Theta Kappa membership. Ms. Layton explained that even with the PTK covering half of the membership fees, many students are unable to join. Steven Taylor, a former member of PTK, offered \$500 to establish a fund to help cover the membership fees. All approved the new fund.

Financials: John Galatic explained the EWWCTC Foundation Expenses had not changed since the December 19, 2019 meeting. The Executive Community previously discussed the Pros and Cons

of establishing a credit card account for the Foundation. Mr. Galatic reviewed three credit card options. The Board agreed to establish a low-limit (\$5000) credit card with the development of internal processes for authorizing use.

Advancement and Innovation

Grant Update: Megan Webb reported that the USDA recently announced Eastern will receive an award of \$211,000 to establish a local food hub/cooperative.

Fundraising: We have begun some preliminary discussions to host the third Farm to Table in the fall. Board members did share that they heard some negative comments about the length of last year's event and food being cold when served. These issues will be discussed with the planning committee.

Endowment: Megan Webb, John Galatic, and Charles Bolyard will meet with Carla Williams from Summit Financial on January 31st to discuss establishing a Foundation Endowment.

Bylaws Review: The Foundation Board of Trustees Bylaws revisions will be reviewed by the Executive Committee and be presented at the next meeting for approval.

Third Bank Signatory: To assist with processing check signatures, the Board decided to add a third signatory, in addition to Oscar Bean and Janet Frye. Kelly Williams agreed to serve as a check signatory.

Board Nominations: Board Member Recruitment was discussed. Oscar Bean offered that someone from the health care industry should be part of the Board. New Board Members will be invited to the April Meeting. A slate of officers will be presented at the April Meeting for the 2020-2021 Term.

To assist with Executive Committee activity, Steven Taylor was named as an Executive Committee Member. Charlie Maddy made a motion to add Steven Taylor to the Executive Committee. Lindsey Teets seconded the motion. All in favor, the motion was approved.

Foundation Projects:

Emergency Funds Grant Program: Charles Bolyard reported that we continue to seek support for this new fund to assist students who may have an unexpected expense that may create attendance or academic progress issues.

Nursing Program Reception/Fundraiser: The Nursing Program and Foundation Staff have been planning a Reception/Fundraiser to be held on May 6th, Nurses Day, to promote our Nursing Program, which runs an \$80,000-\$100,000 deficit each year. A Save the Date Notice will be sent in March.

Marketing Efforts: Charles Bolyard reported that the first Alumni Newsletter will be produced this quarter. Social media posts will continue to highlight the Foundation Projects.

Board Member Survey: Mr. Bolyard reminded members to complete their Board Member Survey.

President's Report:

Legislative Session: Dr. Terrell reported that he would be closely monitoring the 2019 Legislative Session. Specifically, if the Legislature would decide to develop a Higher Education Funding Formula.

WV Development Office: Dr. Terrell was recently asked by the current Secretary of Commerce to make a formal request on how a \$2M Loan would be reinvested if it was forgiven. This plan was approved by the former Secretary of Commerce before he left the position.

2020 Commencement: A \$2,500 Commencement Sponsorship replaced the Student Graduation Fee. Dr. Terrell completed a Sheetz Community Sponsorship Application, but it was declined. Steven Taylor agreed to cover the sponsorship costs.

Potential Healthy College & Community Summit: Dr. Terrell is working with the White House Office of National Drug Control Policy and Potomac Highlands Guild to host a Healthy College and Community Summit on campus in April.

Presidential Search Update: Greg Greenwalt provided an update on the Presidential Search Activities. The Board of Governors has been working with the Association of Community College Trustees to assist with search activities. The top three or four candidates and their significant others will be invited to visit the campus to meet with college staff and visit the community. The Board of Governors may request financial assistance to help with travel costs. Dr. Terrell will review the financials and make a recommendation. Kelly Williams offered hotel accommodations for the candidates.

The Board of Governors is also planning a Farewell Event for Dr. Terrell and will ask for financial support from the Board of Trustees.

Next Meeting: April 3rd at 10:00 AM

Adjournment: 12:02 PM with a motion by Della Davis and seconded by Angie Zirk. All approved and the meeting adjourned.

Respectfully submitted:
Charles Bolyard, recorder.

Signature on File
Oscar Bean, President

5/8/2020
Date

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