

CLARK STATE FOUNDATION BOARD OF DIRECTORS

Wednesday, June 17, 2020

Lifesize Virtual Meeting

Minutes

Directors present: Don Lynam (Chair), Cindy Barnett, Dr. Jo Alice Blondin (joined after start), Bill Brougher, John Brown, Sharon Doyle, Sue Evans, Bob Hill, Katherine Hoptry, Mitch Hurst, Joe Monnin, Steve Neely, Paul Newman Jr., Kerry Pedraza, Patti Phillips, Jo Ann Rigano, and Ben Vollrath

Staff present: Dr. Theresa Felder, Dr. Tiffany Hunter, Kathy Nelson, Doug Schantz, Lauren Houser (departed prior to meeting adjournment), Karen Hunt, Toni Overholser, and Larry Wakefield

Welcome. Chair Don Lynam welcomed everyone and called the meeting to order at 11:33 a.m.

FY2020 Review: Toni Overholser, Foundation Director gave a presentation recapping this year's Foundation accomplishments. Toni stated she would share the presentation with the Board after the meeting, as some of the Board members were unable to view the shared screen.

Highlights included:

- The First Annual Presidential Award Banquet was very successful.
- The Foundation wrapped up our Major Gifts Campaign, exceeding our revenue goals.
- CARES Act Distribution, this was managed quickly and equitably for our students.
- Comprehensive Bylaw/Procedure Review by the Board.
 - The Board made revisions to the Bylaws and Procedures.
 - Toni thanked the Board for managing this process efficiently.
- The Foundation incorporated electronic newsletters for donors, alumni, and scholars mentors. These have been very well received. Open rates for the industry average 20%, our newsletters consistently maintain a 39% open rate.
- Annual Fundraising
 - The FY19 Annual Campaign raised \$100,920. FY20 saw a substantial increase with campaign revenue totaling \$149,396.
 - Our employee campaign raised over \$11,139.
 - Our goal this year focused on increasing the unrestricted fund, which enables the Foundation to assist students with any needs they may have. In FY19, the Foundation raised \$17,003 in unrestricted funds. This year we raised \$49,046.
 - Grant efforts this year were very successful. The Foundation was approved for nearly 3,000,000 in grant funding.
- Scholarships:
 - The Foundation awarded 174 scholarships totaling \$199,914 this year. This is an increase over last year's total of 154 scholarships totaling \$139,450.
 - The Hindu Community of Springfield raised over \$11,000 and started an endowed scholarship for our students.
 - An endowed scholarship was started to support our unrestricted fund.
 - Scholarship seminars were offered throughout the year. These seminars were offered at various times of the day, including evenings, to support students and their various schedules.

- In addition to our general scholarships, our Scholars program awarded \$29,340.00 in scholarship support.
- We received a record number of 831 scholarship applications.
- **Scholars Program:**
 - We inducted a record number of 81 students into the Scholars program this year.
 - The induction ceremony was very well attended and we received excellent feedback.
 - 56 college level students are enrolled for the Fall semester.
 - 29 of the 30 graduating seniors have committed to attend Clark State in the Fall.
- **Project Jericho**
 - The Rose City Mural was completed in August.
 - October's Chalkfest was a huge success and involved the entire community.
 - We hosted 44 family members for the Winter Arts Camp.
 - Project Jericho continues to engage with students in a socially distanced format, including through social media #PJArtFromApart.

There were no questions following the presentation. Board Chair, Don Lynam stated that he was impressed with our accomplishments, especially in regard to fundraising totals, during this challenging time.

Minutes. Bill Brougher presented the minutes from the May, 2020 meeting. *Ben Vollrath made a motion to approve the minutes and Patti Phillips seconded. The minutes were approved by unanimous voice vote.*

Financial Statements. Kathy Nelson presented the financial statements for the period ending May 30, 2020 showing a fund balance of \$13,540,033 reflecting a decrease of \$43,132 since April. Don Lynam mentioned the decline in the markets since January but noted we are starting to see the markets rebound. *Jo Ann Rigano made a motion for approval, Kerry Pedraza seconded. The motion to accept the financials was approved by unanimous voice vote.*

Toni Overholser introduced Doug Schantz, Clark State's Associate Vice President of Business Affairs. Doug joined the team in June. Doug stated he looked forward to working with the Foundation Board of Directors.

COMMITTEE REPORTS

Finance/Audit/Investment Committee:

FY21 Budget. Bill Brougher stated that the Finance Committee had voted to present the proposed FY21 Budget for Board approval. He asked Foundation Director, Toni Overholser, to review the budget for the Board. John Brown noted that the Finance Committee had made a few changes to the budget that were previously shared with the Board. Toni stated that this budget is similar to last year's budget with a few changes.

- We have been fiscally conservative and will start 2021 with a \$60,000 budget surplus.
- We propose a new position, Scholarship and Mentor Coordinator to support the Scholars Program and Foundation.
- The proposed Budget forecasts a \$32,000 surplus at the end of FY21.
- Champion City Scholars budget was adjusted slightly; project a \$500 surplus at the end of FY21.

- Champaign Scholars budget projects a surplus of \$3,000.
- Clark County Scholars budget projects a surplus \$32,000.00.
- Friends of the PAC, Adele has done a lot of work on the budget. She is holding expenses and would like to keep the surplus in reserve.
- Project Jericho's budget is largely determined by the support grants that Project Jericho receives.

The Finance Committee made a motion to approve the FY21 Budget as presented. Paul Newman seconded the motion. The motion passed by unanimous voice vote.

Resource Development Committee. Chair Jo Ann Rigano stated that she did not have any activity to report this month.

Governance Committee. Chair Kerry Pedraza presented the slate of officers for Board consideration and approval. Board Chair, Mitch Hurst/Vice Chair, Patti Phillips/Secretary and Treasurer, Bill Brougher/Immediate Past Chair, Don Lynam.

The Governance Committee made a motion to accept the officers as presented, the motion was seconded by Katherine Hoptry. The motion was approved by unanimous voice vote.

Don congratulated the officers and thanked them for their service to the Board.

Scholarship Committee. Chair Nettie Carter-Smith was unable to attend today's meeting Toni Overholser provided an update in her absence. The Scholarship committee met in June. Toni reminded the Board that our Bylaws now require an annual scholarship update during our June Board meeting. Toni already addressed our scholarship totals in the year-end review, but wants to focus on a few other important details. Toni will share the Scholarship presentation with the Board following the meeting.

- Nettie wanted to note that she and Toni have been reviewing our scholarship process since January, to assure that we are distributing funds in an equitable manner.
- Our mission is to remove financial barriers and increase college success.
- Awards:
 - Fall/Spring awards, 108 Scholarships totaling \$140,038.
 - Spring awards, 38 scholarships totaling \$38,675.
 - Summer awards, 30 scholarships totaling \$22,200.
 - Spring and Summer Scholarship awards are our smallest award periods. This is because most donors established their endowments to support the traditional school year and split awards between Fall/Spring. We will continue to work with donors to increase opportunities for Spring and Summer awards.
- The points structure for this year's awards focused on 1/3 essay, 1/3 grade point average, 1/3 needs assessment.
- Demographics:
 - The college's overall demographics were shared. Approximately 74% of the student body is Caucasian and approximately 15% is African-American/Black.
 - Scholarship applicants were 65% Caucasian and 27% African-American/Black.
 - Scholarship recipients were 76% Caucasian and 15% African-American/Black.
 - Summer was a very challenging time for our students, we received 409 scholarship applications for Summer semester.
- The Scholarship committee reviewed this information in June and decided to make the following changes for application points:

- Up to 5 points for student essay, up to 5 points for financial need, 1 point for first generation college students.
- Since our donors establish a minimum GPA, this criteria was removed from the reviewer matrix.
- The committee hopes that this new structure will create a more equitable distribution model for our students and remove financial barriers for those in need.

Kerry Pedraza asked if the scholarships could be distributed for several semesters, if they maintained their eligibility. She felt that this would create a more financially stable environment and help with student success. Toni stated that our largest group of awards is split between Fall/Spring semesters. She will look into this matter in the coming year and work to provide more opportunities throughout all semesters.

Friends of PACC. Chair Paul Newman Jr. reported that Michael Bolton has been rescheduled for next April. The Wyatt McCubbin drive in concert on June 13th was a huge success. Paul announced that he will need to step down from his committee position, due to his schedule. He has enjoyed serving in this role. Don thanked Paul for his efforts as committee chair.

Scholars Program. Karen Hunt did not have any additional information to report at this time. Don thanked Karen for all her hard work.

Project Jericho. Toni reported on Project Jericho in Lauren's absence. The program will continue to serve students in a socially distanced format throughout the summer. However, they will continue the Lifebooks program through Ohio Job and Family Services, Clark County in July. They also hope to offer another mural project, if it can be done in a safe and socially distanced format.

STANDING REPORTS

Chairman's Report. Don Lynam stated that this would be his last meeting as Board Chair. He stated it has been an honor to serve on the Board over the last ten years and as Board Chair for the last two. He thanked the Board, the staff, and Dr. Blondin for their support and dedication to the Foundation mission. Dr. Blondin thanked Don for his service and his calm leadership during these turbulent times.

Board of Trustees Report. Don pointed out that David Ball was unable to attend today's meeting. Dr. Blondin provided the update on his behalf.

- The Board will meet next Tuesday.
- The Board will consider the budget at the June meeting. It includes a \$3,200,000 cut which reflects an anticipated 18% reduction in state funding.
- The work session will include a presentation from Cox Media regarding our promotional and marketing efforts.
- Our graduation ceremony will be virtual and will be streamed on August 15th.
- The return to campus plan continues to evolve, as new information that is received. We will continue to reassess as necessary. We have had two positive cases of COVID-19 at Clark State. We are working with Clark County Combined Health District on contract tracing.

President's Report. Dr. Blondin reported on the following:

- We have received national recognition on our response to the pandemic. This includes our CARES Act disbursement.
- The college is working closely with the community in regard to social injustice issues.
 - We have worked with the NAACP and the local police departments to have open discussions; this includes open door sessions focused on race.
 - Clark State will have representation on the Springfield Police Advisory Board that is being reconstituted at the request of community members.
 - Our Police Academy does a good job of recruiting diverse trainees. We are reviewing our curriculum to assure that everything we are doing aligns with a community policing mindset.
- Dr. Blondin stated that she has been engaged in legislative work regarding two bills sponsored by Rep. Perales that make moving to Ohio easier for military families. One bill relates to licensure transfer between states and the other relates to income tax. We were excited to support our military members with this important legislation.
- Clark State was successful in getting the previous Capital Bill re-appropriated. Clark State and the Greene County Career Center would have lost revenue, if we were not successful in our efforts.
- Dr. Blondin stated that she just finished a call with college/university Presidents, statewide, through Senator Brown's office. She was asked to update the group on our Contract Tracing program which has received national recognition from the Department of Education.

Director's Report. Toni thanked Don for his leadership and his mentorship. It has been a challenging year and she thanked Don and the Board for all their efforts that led to our success.

Don ended the meeting with three quotes from Dr. Martin Luther King, Jr.

- "Our lives begin to end the day we become silent about the things that matter."
- "The time is always right, to do what is right."
- "Life's most persistent and urgent question is, what are you doing for others?"

The meeting adjourned at 12:32 p.m.

Respectfully submitted,

Toni Overholser
Foundation Director