



BOARD OF DIRECTORS MEETING MINUTES

Tuesday March 12, 2024 - 4:30- 6:00 PM

Attendees: Maria Montalvo, Steve Pennington, Nicole Galipeau, Libby Lewis, Sherri Anderson, Steve Carter, Linda Krese, Brian Donaldson, Bob Terwilliger, Abraham Mathew, Mike Meeks

Absent: Jennifer Myers, Whitney Rivera

Guests: Charles Thompson, Alora Allison

Staff: Tom Peterson, Ciela Valle-Olguin, Tom Bull, Ryan Davis, Sasha Rubashka, Mary McLaughlin

Meeting called to order at 4:31 p.m.

- Tom Bull introduced Alora Allison, representative for ASEC, and introduced Charles Thompson, Associate Dean of Workforce Funding.

Mission Moment 4:35 pm - Charles Thompson

- Charles Thompson, Associate Dean of Workforce Funding talked about the Student Resource Hub.

Libby Lewis moved to accept the minutes with amendments, which was seconded by Linda Krese. Motion passed and minutes were approved.

Executive Director's Report 4:55 pm - Tom Bull

- Tom Bull reintroduced Alora Allison and emphasized ASEC's annual sponsorship of the INSPIRE Gala.
- Confirmation was provided regarding the dissemination of Foundation correspondence to board members, including meeting agendas.
- The inaugural edition of the Board e-newsletter was sent out, with plans for monthly distribution.
- Initial arrangements have commenced for upcoming Board meetings and a retreat scheduled for 2024-25.
- Plans are underway for a board reunion in August, with the specific date pending.
- Efforts to recruit new members continue, with nominations welcomed through Tom Bull and Bob Terwilliger.
- Further background details were provided by Mary McLaughlin regarding INSPIRE.

- Mike Meeks inquired about potential avenues for increasing word on registration for INSPIRE.

Program Update 5:15 pm - Nicole Galipeau

- Upcoming re-opening of Impactful Programming grant applications was highlighted.
- Discussion on Faculty and Staff kickstarter grants and food and hospitality grants ensued.
- Recruitment efforts for the Program Committee and scholarship reviewers were addressed.

Development Update 5:20 pm - Brian Donaldson

- Progress towards achieving last fiscal year's actuals was noted.
- Grant funding constitutes the majority of this year's financial inflow.
- Deliberations on setting goals for the next fiscal year, including potential involvement in an AI fundraising campaign, were initiated.
- Libby Lewis raised a query regarding the interest of Foundation donors in supporting an AI campaign, with Brian Donaldson emphasizing the accessibility goals of the AI center.
- Introduction of the Double the Donation service by Tom Peterson was announced.

INSPIRE Update 5:30 pm - Mary McLaughlin

- Distribution of email and print invitations for INSPIRE was confirmed.
- Instructions for guest registration were communicated via email.
- Donations for the Board Wine Cellar are still being sought.
- Clarification was sought regarding the deadline for auction item information, with Mary indicating a preference for two weeks before the event.
- A contract with the Lynnwood Convention Center to host INSPIRE for the next three years was finalized.

Financial Report 5:38 pm - Ryan Davis

- Ryan Davis presented a budget versus actuals comparison for the fiscal year through January.
- Inquiries were made regarding the significant expenditure in the scholarship budget, attributed to a transition to quarterly billing.
- Concerns were raised about Operating Expenses, which Ryan attributed to pending reimbursement from the college.
- Suggestions for monthly advances from the college were discussed.
- Attendance at Finance Committee meetings was encouraged by Tom Bull.
- Further details on RFPs were deferred to Tom or Ryan.
- Abraham Mathew inquired about areas of concern in the financial report. No cause for concern in the report was found.

Board Operations 5:50 pm - Linda Krese

- Continued efforts on updating Policies and Procedures and Bylaws were reported by the Board Ops committee.
- Plans to propose board recruits at the next meeting were outlined.
- Brian Donaldson's recruitment of Oliver Whitehead, and Abraham Mathew's recruitment of Shawn Kolokee were noted.
- Mike Meeks is recruiting Megan Wood, with further details pending from Nina.

Bob Terwilliger reminded the board of the agenda for the next meeting, including officer approvals, budget discussions, new member elections, and investment matters.

The meeting adjourned at 6:01 pm.