



EDMONDS COLLEGE FOUNDATION

BOARD OF DIRECTORS MEETING MINUTES

October 7, 2024 | 4:30- 6:00 PM

Facilitator: Brian Donaldson, Board Chair

Present: Bob Terwiliger, Brian Donaldson, Steve Pennington, Nicole Galipeau, Megan Wood, John Pribble, Shashank, Libby Lewis, Abraham Mathew, Oliver Whitehead, Whitney Rivera, Jeff King, Steve Carter, Maria Montalvo

Absent: Doug Fair, Mike Meeks, Linda Krese, Jennifer Myers

Staff: Tom Bull; Ryan Davis; Mary McLaughlin; Tom Peterson; Ciela Valle-Olguin

Guest: Kristi Lagrutta, Adrienne Wagner, Bernard Morris

1. Call to Order & Review of Agenda (4:32 PM)

Lead: Brian Donaldson

Brian Donaldson called the meeting to order at 4:32 PM and reviewed 5 goals for the year. Introductions were made of all the board members.

Action: Information only

2. Mission Moment (5:03 PM)

Lead: Kristi Lagrutta, Associate Dean of Workforce & Career Mobility Initiatives

Kristi presented on leveraging labor market data to ensure college programs remain relevant to both students and employers. The college utilizes Lightcast to optimize program offerings and connect students to career pathways. The platform also helps align curricula with market demands, making students more attractive to employers upon graduation.

Action: Information only

3. Consent Agenda (5:28 PM)

Lead: Brian Donaldson

The consent agenda included approval of board meeting minutes and policy documents.

Motion: Bob Terwilliger moved to approve the consent agenda.

Second: Abraham Mathew.

Result: The consent agenda was approved unanimously.

Attachments: Minutes, Policies Documents

Action:

- Motion to approve the consent agenda was made by Bob Terwilliger and seconded by Abraham Mathew.
- **Result:** The consent agenda was unanimously approved.

4. ED Report (5:30 PM)

Lead: Tom Bull

Board Update: Bernard Morris has replaced Kiersten Paust on the board.

College Budget: Adrienne Wagner noted a comprehensive plan is in progress for approval, with a review of funds being taken back.

INSPIRE Event: Postcard reminders and additional communication efforts are underway to re-engage the community.

Staff Updates: 25 applicants for new open positions, including roles to fill Ciela and Sasha's positions.

Action: Information only

Program Committee (5:39 PM)

Lead: Nicole Galipeau

Scholarship Program: Efforts to revamp and improve the scholarship application process.

Faculty & Staff Grants: Ongoing work to adjust the grant process, with a focus on purchasing items instead of funding staff time. Engagement with faculty and staff is key to re-starting the employee giving program.

Outreach: The committee is working to expand engagement with various faculty and staff groups, including the Faculty Senate.

Action: Information only.

6. Development Committee (5:42 PM)

Lead: Sherri Anderson

Board commitment forms have been distributed via email. Board members are encouraged to reflect on their potential contributions for the upcoming year. Tom Bull and Tom Peterson will be reaching out shortly to assist with this process. Brian Donaldson emphasized the importance of both personal giving and leveraging board members' networks to enhance fundraising efforts. The fundraising target for this year is set at \$1.25 million.

Action: Information and discussion.

INSPIRE Committee (5:46 PM)

Lead: Sherri Anderson

Colin McArthur is being connected through Nicole Galipeau to assist with the INSPIRE event planning as a potential auctioneer. The committee is working on narrowing down a theme and other event details.

Finance Committee (5:48 PM)

Revenue and Expenses: Total revenue is down by 16%, but expenses have also decreased by 68%, helping to balance the budget.

Investments: Investments are up by 3%, though contributions remain a key area for focus.

One-Time Gifts: Efforts are underway to replace one-time gifts with more consistent contributions.

Action: Information only.

Board Operations Committee (5:55 PM)

Lead: Abraham Mathew

College Agreement: A review is underway for the upcoming renewal of the college agreement.

Policies: Ongoing updates to policies.

Champion's Council: Discussion about the creation of a council to reconnect ex-board members.

Board Recruitment: The board is encouraged to continue recruiting new members, and to leverage their networks for potential candidates.

10. Adjournment (6:02 PM)

Lead: Brian Donaldson

The meeting was adjourned at 6:02 PM.