

Cal Poly Humboldt FOUNDATION

MINUTES OF THE EXECUTIVE COMMITTEE

October 5, 2022

1:00 PM

ZOOM TELECONFERENCE MEETING

Members Present:

Jenny Harris (Chair)

Kurt Fraese

Ken Fulgham

Scott Hunt

Jack McGurk

Heidi Moore-Guynup

Robin Smith

Frank Whitlatch

Members Absent:

Gary Blatnick

Guests:

Carin Kaltschmidt, Angie Petroske

A meeting of the Cal Poly Humboldt Foundation Executive Committee was held on Wednesday, October 5, 2022 at 1:00 PM via Zoom Teleconference.

1. Call to Order/Roll Call

The meeting was called to order by Executive Committee Chair, Jenny Harris at 1:02pm.

2. Public Comments

Ken Fulgham, Chair of the Finance & Investment Committee, shared that the Cal Poly Humboldt Department of Forestry, in conjunction with the Office of Sustainability is conducting a survey on the Jacoby Creek Forest, acquired by the University in 2019, to better understand the potential of this carbon sink. An article appearing on September 30, 2022 in [Humboldt Now](#) titled, "[Forest May Hold Key to Climate-resilient Future](#)," has more details about this important project. It is possible the University will be able to receive carbon credits as a result of this data collection over time.

3. Acceptance of Minutes from the August 12, 2022 Meeting

Upon motion duly made (Ken Fulgham), seconded (Jack McGurk), and unanimously carried, it was:

RESOLVED, that the Minutes of the August 12, 2022 meeting are accepted.

4. Committee Chair Reports

Ken Fulgham, Chair of the Finance & Investment Committee, shared that the committee met with the Foundation's Investment Manager, Kyle Plitt at both a quarterly workshop and during a committee meeting. The committee reviewed and made edits to the existing Investment Policy and moved to present those changes to the Board for approval. They discussed rebalancing the percentage of the Foundation's portfolio in real estate and noted that the current over-abundance of real property has helped the Foundation lose less money than other foundations. The Board oversees an Endowment balance of approximately \$42 million, that includes about \$7 million in University Center funds. The committee also discussed increasing the percentage of Green Funds through the soon-to-be formed Green Investing Review. The committee resolved to recommend to the Board that the endowment distribution amount for fiscal year ending 2024 shall be based upon a rate of 4.5%.

Jack McGurk, Chair of the Governance & Strategy Committee, noted that the committee did not meet due to no agenda items. Many members of this committee are focused on the Boldly Rising campaign activities and if committee work arise, it will be conducted by the Executive Committee. A resolution to put the Governance & Strategy Committee on hiatus will be brought to the Board meeting on October 28, 2022.

Kurt Fraese, Chair of the Donor Intention & Fulfillment Committee, reported to the group that Dr. John Reiss, Professor of Biological Sciences, shared a funding impact presentation at the committee meeting regarding a transmission electron microscope that will be purchased using donor funds. He also shared that the Check 5 process is back at full steam and had no significant findings - most of the funds reviewed are on track and showing robust spending. University Accounting and Advancement staff are meeting more frequently and for a greater amount of time dedicated to addressing systemic issues identified in the Check 5 process.

Scott Hunt, Chair of the Audit Committee, shared that the committee met with the auditors from Moss Adams and is pleased to report there were no changes or audit adjustments made. Two "clean" reports were presented and the committee resolved to accept the draft financial statements, with typos identified. The auditors recommend the Foundation get the Samoa Property valued but the Foundation's goal is to sell the property before a valuation would be needed. Moss Adams have one more year on their contract, then the Foundation will need to go out for bid for a new or the same auditor.

5. Executive Director's Report

Frank Whitlatch, Executive Director of the Cal Poly Humboldt Foundation Board, provided an update including that we are approaching \$33 million raised in the Boldly Rising Campaign, which is nearly 2/3 of the \$50 million goal. This period alone, nearly \$4.1 million was raised. Donor Appreciation Week (aka Campaign Launch Week) will take place October 24-28, 2022 and will include several media celebrations, a Volunteer Thank-You Reception, a Donor Appreciation Dinner, at which the campaign will be formally launched publicly, and a campus Celebration on the Quad. He also shared that plans are forming to create Corporate Sponsorships for the University in the form of bringing outside assistance for ticket sales and pouring rights, among others, whose contracts would likely reside within the Foundation to allow for more flexibility.

6. Green Investing Review Group

After discussion and upon motion duly made (Ken Fulgham), seconded (Kurt Fraese), and unanimously carried, it was:

RESOLVED, the Foundation Executive Committee accepts the Finance & Investment Committee's recommendation to form an environmentally- and socially-responsible investing review consisting of:

- a Foundation Board member (appointed by the Executive Committee)
- the Foundation's investment manager, Kyle Plitt
- the Vice President for University Advancement, Frank Whitlatch
- a member of the public, Peter Lehman
- the University Sustainability Analyst, Katie Koscielak
- the Chair of the Finance & Investment Committee, Ken Fulgham
- a current Cal Poly Humboldt student (selected by the University Sustainability Analyst)

7. Strategic Planning

Kurt Fraese and Heidi Moore-Guynup are leading the Strategic Planning process and are working together to create a planning outline document. The Executive Committee is serving as the steering committee for strategic planning. Guests will be invited at various stages to provide input and feedback.

The Committee reviewed the following Purpose statements: the Foundation, University Advancement, and Cal Poly Humboldt as well as the University Vision & Core Values and Beliefs found on the [Strategic Plan website](#). Members provided input regarding whether the Foundation's current purpose statement provided an appropriate aspirational framework for the future and whether revisions should be considered.

The next planning session will be on Thursday, October 27.

8. Other Business

No other business was discussed.

9. Adjournment

Without objection, the meeting was adjourned at 2:44 PM.