

# Cal Poly Humboldt FOUNDATION

## Minutes of the FINANCE & INVESTMENT COMMITTEE

March 1, 2024  
ZOOM Teleconference Meeting

### Members Present:

Ken Fulgham, Co-Chair  
Jason Carlson, Co-Chair  
Robin Smith  
Frank Whitlatch

### Members Absent:

Dan Johnson  
Robin Quigley

**Guests:** Kevin Furtado, Allison Hansberry, Scott Hunt, Carin Kaltschmidt, Peter Lehman, Stacie Lyans, Jack McGurk, Angie Petroske, Kyle Plitt, Travis Williams, Teresa Wilmott

A meeting of the Cal Poly Humboldt Foundation Finance & Investment Committee was held on Friday, March 1, 2024 at 12:30 PM Pacific Time via Zoom Teleconference.

### 1. Call to Order/Roll Call

The meeting was called to order by Finance & Investment Committee Co-Chair, Jason Carlson, at 12:31 PM.

### 2. Public Comments

There were no public comments.

### 3. Acceptance of Minutes from the September 29, 2023 and November 28, 2023 Meetings

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

RESOLVED, that the Minutes of the September 29, 2023 and November 28, 2023 meetings are accepted.

#### 4. Investment Portfolio Update

Kyle Plitt, RVK Investment Advisor, presented the current fiscal year-to-date performance of the Foundation's Investment Portfolio: July 1, 2023 through February 21, 2024. The Fund's estimated market value has increased from \$48.1 million (6/30/23) to \$49.4 million (2/21/24), reflecting a 6.4% estimated return. An improved outlook for Federal interest rate cuts led to significant absolute returns in November and December, 2023, making up for negative returns in the first quarter of the fiscal year.

RVK will re-evaluate asset allocation targets in May, followed by a potential real estate manager recommendation this summer. Currently, all asset classes are within the Investment Policy allowable ranges.

Kyle reviewed for the committee the Investment Policy Statement Performance Guidelines for the total portfolio and for individual Investment Managers, showcasing those who are underperforming.

#### 5. Q2 Financial Statements

Cal Poly Humboldt Financial Analyst Samantha Puentes, via recorded video, presented the unaudited financial statements for the first two quarters of fiscal year 2023-24, ending December 31, 2023.

#### 6. Foundation Funding Flow

Frank Whitlatch, Executive Director, presented a draft flowchart illustrating the movement of funds into, within, and out of the Foundation.

#### 7. Short Term Investment Update

Frank Whitlatch, Executive Director, reviewed the memo provided by Samantha Puentes, Financial Analyst, outlining the progress of the short-term investment account.

\$8.2 million (including \$4.9M from our LAIF investment account and \$3.3M from our cash account) has been transferred into the new short-term investment account, which was approved by this committee on November 28, 2023.

The University Accounting department continuously monitors the cash and short-term investment accounts to maximize the investment value and ensure sufficient funding for day-to-day needs. Invested funds can be liquidated within one business day when necessary.

The \$4.9 million that was invested in LAIF had an average interest rate over the past 4 quarters of 3.42%, resulting in interest income of \$164,558 over that one-year period. The \$3.3 million previously held in the cash account generated zero interest revenue.

With an estimated interest rate of 4.5%, the projected one-year earnings on \$8.2 million will be \$369,000. On the lower end, assuming a spend down of (\$1 million) and an interest rate of 4%, projected annual earnings would be \$288,000.

Additionally, a transition is underway to invest scholarship fund balances currently held on the stateside and all incoming scholarship donations into the short-term investment account until they are awarded.

Earnings and market value data are not yet available, but will be included in the March 31, 2024 quarterly financial statements.

#### 8. Other Business

No other business was discussed.

#### 9. Adjournment

Without objection, the meeting was adjourned at 1:44 PM.