

Cal Poly Humboldt FOUNDATION

Minutes of the EXECUTIVE COMMITTEE June 6, 2025

Members Present:

Jack McGurk, Chair,
Jason Carlson, Treasurer & Co-Chair, Finance & Investment Committee
Mark Johnson, Executive Director & Secretary
Robin Smith, Immediate Past Board Chair
Ken Fulgham, Co-Chair, Finance & Investment Committee
Scott Hunt, Chair, Audit Committee
Carin Kaltschmidt, Chair, Donor Intention & Fulfillment Committee

Members Absent:

n/a

Guests: Mike Fisher, Kevin Furtado, Angie Petroske, and Teresa Wilmott

A regular meeting of the Cal Poly Humboldt Foundation Executive Committee was held on Friday, June 6, 2025 at 10:00 AM via Zoom Teleconference.

1. Call to Order/Roll Call

The meeting was called to order by Executive Committee Chair, Jack McGurk, at 10:03 AM.

2. Public Comments

There were no public comments.

3. Minutes (Draft) of March 14, 2025 Meeting

Upon motion duly made (Ken Fulgham), seconded (Mark Johnson), with one abstention (Robin Smith), and otherwise unanimously carried, it was:

RESOLVED, that the Minutes of the March 14, 2025 meeting are accepted.

4. Committee Chair Reports

The Finance & Investment Committee was the only committee to have convened since the last time Committee Chairs made reports at the March 28, 2025 Board of Directors meeting.

Ken Fulgham, Co-Chair of the Finance & Investment Committee, shared that the Finance & Investment Committee met for an RVK Workshop on May 23, 2025, during which the

March 31, 2024 Quarterly investment report as well as an asset allocation study were reviewed, and for a committee meeting on May 30, 2025.

At the committee meeting, the Q3 financial statements were reviewed as well as a monthly investment performance report for April 2025. As of April 30, the Fiscal Year-to-Date rate of return was 3.72% for an ending market value of \$52,915,513 (this figure includes University Center assets valued at \$6,182,522). Asset allocations were in compliance with target allocations, however, a resolution was passed recommending the Board update its Investment Policy to change target allocations to exclude local real estate. This would allow more flexibility and control over allocations regardless of local, short-term transactions. The Committee reviewed the proposed FY 2025-26 Foundation Budget and passed a resolution recommending the Executive Committee adopt it. In a closed session, the Committee discussed and made recommendations regarding the Humboldt Loyalty Fund and the Parent & Family Fund. These actions will be discussed in closed session during today's meeting.

5. Humboldt Loyalty Fund

The committee moved into closed session at 10:12 AM to discuss the Humboldt Loyalty Fund.

The committee returned to open session at 10:41 AM. Committee Chair Jack McGurk reported that an action regarding the Humboldt Loyalty Fund was taken during closed session.

6. FY 2025-26 Budget

Kevin Furtado, Foundation Business Analyst, reviewed the proposed FY 2025-26 Foundation Budget. This budget accounts for increased expenses due to inflation, software, and other cost increases and includes a final revenue that is expected to be roughly 25% higher than the previous fiscal year. The reserve policy will remain intact with a significant balance over required reserves.

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

RESOLVED, that the Cal Poly Humboldt Foundation Executive Committee accepts the Finance & Investment Committee recommendation to accept the FY 2025-26 Budget as presented.

7. Foundation Fees

Executive Director Mark Johnson reviewed the three main sources of income for the Foundation Operations (A1000) budget. These include the primary source of a 1.5% endowment fee, a 5% gift fee, and revenue from unspent current use trust funds invested in a money market account. He shared with the Committee that some major donors would like to avoid the 5% gift fee. The Foundation Business Analyst, Kevin Furtado, will perform budget modeling over the summer to exhibit methods for alternative means of incentivizing major gifts while still providing income to the Foundation, e.g. eliminating gift fees for endowed

fund gifts or establishing a sliding scale of fees. These models will be presented to the Finance & Investment Committee in the fall before a presentation to the full Board of Directors.

8. Executive Directors Report

Executive Director Mark Johnson stated that he will be leaving the University as of June 18, 2025, and that it has been an honor to take part in the important and gratifying work the Board does on behalf of the University.

9. Other Business

Acting Vice President for Administration and Finance and Board Member Mike Fisher introduced a new real estate opportunity for the Foundation. When more details are available, a full presentation regarding the property will be made to the Finance & Investment Committee for consideration and recommendation to the Board.

10. Adjournment

Without objection, the meeting was adjourned at 11:31 AM.