

# Cal Poly Humboldt FOUNDATION

## Minutes of the DONOR INTENTION & FULFILLMENT COMMITTEE September 27, 2024

### **Members Present:**

Carin Kaltschmidt  
Eden Donahue  
Jack McGurk  
Robin Smith

### **Members Absent:**

Philip Anton  
Kurt Fraese  
Jordan Kemme

**Guests:** Eileen Cashman, Ana Davis, Kevin Furtado, Jenna Hanson, Kayla Johnston, Stacie Lyans, Angie Petroske, Jamie Rich, Guido Setton, Travis Williams, and Teresa Wilmott

A regular meeting of the Cal Poly Humboldt Foundation Donor Intention & Fulfillment Committee was held on Friday, September 27, 2024 at 10:30 AM Pacific Time via Zoom Teleconference.

### 1. Call to order/Roll Call

The meeting was called to order at 10:31 AM by Committee Chair Carin Kaltschmidt.

### 2. Public comments

There were no public comments.

### 3. Acceptance of Minutes from August 23, 2024 Meeting

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

RESOLVED, that the Minutes of the August 23, 2024 meeting are accepted.

#### 4. Humboldt First Fund Update

Teresa Wilmott, Associate Vice President of Development, provided an update regarding funding the Humboldt First Fund. This fund provides \$1,000 per year for 4 years for first-time students or \$2,000 per year for 2 years for transfers from College of the Redwoods and is available to students from Humboldt, Del Norte, Mendocino, and Trinity counties. The fund is currently underwater with a projected \$66k deficit by fiscal year-end. Despite the deficit, increased expenses from this fund show an increase in local enrolled students. Moving forward, efforts are being made to combine funding from other funds created for providing scholarships to local students into a “Humboldt First Initiative”, allowing for assistance to be made to students from multiple funds, but with the same result and overarching branding. Long-term solutions to make the Humboldt First fund solvent include soliciting funding from agencies and other foundations.

#### 5. Funding Impact Presentation

Eileen Cashman, Chair of the Department of Engineering, provided a presentation on the recent growth within the School of Engineering and the Gearheart Ecological Engineering Research Fund.

In addition to the existing Environmental Resources Engineering program, the School of Engineering launched two new Bachelor Degree programs in the Fall of 2023: Energy Systems Engineering and Mechanical Engineering. They have increased their faculty numbers from 9 to 22, the student body from 150 to 400, and are in the midst of increasing their staff to support the school's growth. Construction on the new Engineering & Technology building has begun with the goal of opening for classes in Fall 2026. This will be a 74k square-foot, three-story structure located on the south side of campus and will be Gold LEED certified.

Bob Gearheart is an emeritus professor from the Environmental Resources Engineering department who worked closely with the City of Arcata in establishing the Arcata Marsh Research Institute and has been called the ‘Grandfather’ of natural treatment systems. Bob and Mary Gearheart make generous annual gifts as current use funds and with the pledge of a planned gift will permanently endow the Gearheart Ecological Engineering Research Fund. The fund supports research in nature-based technologies through paid graduate fellowships and undergraduate research assistantships. It also provides equipment and travel funding in support of faculty research.

#### 6. Check 5 Update

Travis Williams, Operations Specialist, guided the committee through documentation covering the randomly selected funds for July and August, 2024. During this timeframe,

all received gifts were entered and receipted appropriately and in a timely manner. A minor issue was detected regarding club gifts received during the annual Giving Day. Gifts transferred from the passthrough account during this period were moved in one lump sum versus transaction by transaction. The team was able to reconcile it but some of the detail was lost. A follow up next year with those involved will ensure the normal process is followed.

## 7. Current Use Funds & Spending Plans

Kevin Furtado, Foundation Business Analyst, provided background information and an update on the Current Use Fund Report and department spending plans. The report is a relatively new tool developed between University Advancement and Accounting which marked a turning point in reporting abilities for Colleges and Major Business Units (MBUs) across campus, being the first time a comprehensive report was made available to each area regarding their current-use funds for each Advancement trust resource. The report does not include scholarship nor state funds. Prior to the report's inception, campus departments had difficulty in understanding what funds were available to them for current use - the specific name of the fund was needed in order to run queries in the University's finance system.

Once the new report became available, Frank Whitlatch, former Executive Director of the Foundation Vice President of University Advancement, and Kevin met with Deans and other Administrators to review and explain the report and how it can be used for financial planning. They also requested the various areas provide spending plans outlining how they intend to use the available funding.

A Google Form was shared with departments in which to gather information comparing spending plans with actual expenses throughout the year. Regular spending in accordance with donor intentions will provide more opportunities for students and more impact stories to be able to share with donors, creating a virtuous cycle.

## 8. Other Business

No other business was discussed.

## 9. Adjournment

In the absence of objection, the meeting was adjourned at 11:34 AM.