

HUMBOLDT STATE UNIVERSITY FOUNDATION

MINUTES OF THE DONOR INTENTION & FULFILLMENT COMMITTEE MEETING

OCTOBER 2, 2020
1 PM

ZOOM TELECONFERENCE

Present:

Gary Blatnick
Kurt Fraese
Frank Whitlatch

Absent:

Guests:

Deborah Rice, Travis Williams and Lola Alto

The HSUF Donor Intention and Fulfillment Committee meeting was held on Friday, October 2, 2020, at 1:00 P.M. via ZOOM Teleconference

1. Call to order

The meeting was called to order at 1:10 P.M. by Committee Chair Gary Blatnick.

2. Public comments

There were no public comments.

3. Acceptance of Minutes from March 4, 2020 Meeting

Upon motion duly made (Fraese), seconded (Whitlatch) and unanimously carried, it was:

RESOLVED, that the Minutes of the March 4, 2020 meeting are accepted.

4. Check 5

Travis Williams, Data and Annual Giving, guided the committee through documentation covering the randomly selected funds for the months of April 2020 through August 2020.

Travis Williams noted that this process has shown areas of opportunity to streamline processes. Moving forward Financial Services will be working with Athletics documentation so that they are integrated with other fund reporting. This process has highlighted gift entry errors which had gone undetected and this allowed for corrections to be made.

Kurt Fraese suggested that graphics be used in future reports. This may aid in seeing which accounts need servicing either through contact with donors or with Department Chairs and Deans. Travis noted that he is working with Sarah Long, in Financial Services, to develop a more sophisticated report.

The Committee noted that the thoroughness and responsible way that this new project was presented far exceeded their expectations. They noted the value of being able to assure donors that the Foundation is performing its due diligence to ensure that donor contributions were used as donor's intended.

5. Other Business

The Committee discussed recruiting other board members to serve on this committee. It was suggested that it would be advantageous for all new board members to serve on this committee which will help to familiarize them with the expenditures of charitable giving per donor intentions. It was also suggested that it would be helpful to have a faculty member on the committee so that they could also advocate to their peers the need to use the charitable donations available to them.

6. Adjournment

In the absence of objection the meeting was adjourned at 2:08 PM.