

# CLARK STATE FOUNDATION BOARD OF DIRECTORS

Wednesday, June 17, 2020

Lifesize Virtual Meeting

## Minutes

Directors present: Don Lynam (Chair), Cindy Barnett, Dr. Jo Alice Blondin (joined after start), Bill Brougher, John Brown, Sharon Doyle, Sue Evans, Bob Hill, Katherine Hoptry, Mitch Hurst, Joe Monnin, Steve Neely, Paul Newman Jr., Kerry Pedraza, Patti Phillips, Jo Ann Rigano, and Ben Vollrath

Staff present: Dr. Theresa Felder, Karen Hunt, Dr. Tiffany Hunter, Kathy Nelson, Doug Schantz, Toni Overholser, and Larry Wakefield

**Welcome.** Chair Don Lynam welcomed everyone and called the meeting to order at 11:34 a.m.

**Highlight.** Dr. Matt Franz, Vice President Information Technology & Emergency Management, was in attendance to talk about the Coronavirus/COVID-19 Pandemic Timeline and Response. On January 21, the first case was documented in the United States. By March 11, a worldwide pandemic was declared. Clark State was in a good position before this started with a robust planning process and people in place to plan for all kinds of emergencies. Once we saw it was coming, a plan was quickly put together for people to work at home and for students to attend classes online. Clark State has done a tremendous job continuing to serve students and keeping students, faculty and staff safe.

Toni will forward the presentation to Board members after today's meeting.

**Minutes.** Bill Brougher presented the minutes from the April 15, 2020 meeting. Nettie Carter-Smith moved to accept, Jo Ann Rigano seconded, and the minutes were approved by unanimous voice vote.

**Financial Statements.** Kathy Nelson presented the financial statements for the period ending April 30, 2020 showing a fund balance of \$13,583,165 and reflecting an increase of \$2,965 since March. Patti Phillips moved for approval, Sharon Doyle seconded, and the motion to accept the financials was approved by unanimous voice vote.

## COMMITTEE REPORTS

**Finance/Audit/Investment Committee.** Chair Bill Brougher reported that the Committee met before today's meeting. Security National Bank gave a presentation regarding our investments. The presentation was well done and they did a good job of steering the investments through a crisis. The Committee will meet again before the next Board meeting to discuss the budget for next year.

**Resource Development Committee.** Chair Jo Ann Rigano reported that due to social distancing requirements, we will be postponing the Presidential Awards Banquet from September to

January or February. She also mentioned we have received only one nomination for the alumni awards and encouraged everyone to put the word out.

**Governance Committee.** Chair Kerry Pedraza reported that Toni sent out final revisions on May 4 for the Code of Conduct, Whistleblower Policy, and Foundation financial policies. Additionally, there were some changes to the bylaws regarding the size of the Board, responsibilities of the Board, and the option to meet virtually including an action removing the requirement of 100% affirmation. Jo Ann Rigano made a motion to approve all changes as presented, seconded by Bob Hill, and the motion was approved by unanimous voice vote. Kerry also reminded those present to submit any names of potential Board members to Toni.

*NOTE: 100% approval was received from the Board for the Bylaws and Policy/Procedure updates. Three Board members confirmed by email due to being unable to vote or not present during the meeting. This document has been saved with minutes in our records system.*

**Scholarship Committee.** Chair Nettie Carter-Smith thanked everyone for reading summer scholarship applications. We received 408 applications and were able to award \$21,000 to 29 students.

There were several comments from those who read the applications about the quality of some of the essays, and a suggestion was made to offer more guidance to the students. Toni reported that there were 4 workshops over the last couple of months where direction and assistance was provided with the help of the Student Support Services department. Toni also mentioned that because of coronavirus, many of the students were completing the application on their phone due to not having access to a computer. Another issue was mentioned regarding missing transcripts; Toni reminded the group that current students have their GPA imported into the application from the Colleague system. If the student is new to Clark State, it is strongly recommended that they attach a transcript, but it is not required. Toni will provide better instructions for the reviewers so they are aware of what they are expected to do when they read the applications.

**Friends of PACC.** Chair Paul Newman Jr. reported that the Committee met last Thursday, May 14 to discuss a variety of topics and turned it over to Adele to make some announcements:

- Diamond Rio concert rescheduled for June is now rescheduled for next April
- Michael Bolton/Gala rescheduled for June is now rescheduled for next April
- The majority of ticketholders have opted to move their tickets to the rescheduled date or donate the price of their ticket
- The first drive-in concert featuring Wyatt McCubbin is scheduled for June 13 at the Leffel Lane campus parking lot; it will be a live concert – tickets are \$25 and it is almost sold out
- This summer, we are launching Close to Home Series featuring local entertainment, food trucks, and full bar service out of HBC; we are trying to fill a void while staying relevant in the community; social distancing will still be practiced, but we are up for the challenge
- Although the pandemic is catastrophic for the entertainment industry, the silver lining is that it is forcing us to step up and be creative

**Scholars Program.** Karen Hunt reported that Dr. Felder's team has been a great help in getting high school seniors admitted to Clark State; 21 of 29 have applied, completed financial aid application and are working on scheduling placement tests and orientation. Of the 36 current Clark State Scholars students, 2 graduated this year. The goal is to get the incoming students together with the current students so they can learn from each other. Karen has made it

mandatory for all the students to periodically meet with her so they can stay informed about what they need to do to stay successful in the program.

**Project Jericho.** In Lo Houser's absence, Toni reported that the Project Jericho staff wrote and submitted a response to Clark County Department of Job and Family Services Request for Proposals for Youth Services. The RFP was released in the middle of February and was due on March 26. The County asked Project Jericho to rethink and modify the original proposal to reflect modifications needed in response to COVID-19 and the need for prolonged physical distancing. The County is scheduled to send award notices on May 26, 2020.

Toni also mentioned that Project Jericho was also awarded a small grant from the Community Health Foundation to help run their open studio program.

## STANDING REPORTS

**Chairman's Report.** Don Lynam thanked Board members for all their hard work over the last 60 days and for staying active on their committees.

**Board of Trustees Report.** David Ball reported that the Board of Trustees met last night. The work session included the following:

- Horan spoke regarding health insurance renewal; we are joining consortium with other universities in a bigger pool for overall better situation with health care coverage
- Lesli Beavers made a presentation regarding the COVID-19 related work the Workforce Development department is doing; David recommends having Lesli present at a Foundation Board meeting in the future
- SOAR - Dr. Blondin's mentor group spoke about physical and mental health challenges people have had during the pandemic and made suggestions for faculty and staff on how to cope

The regular meeting included the following:

- Larry Wakefield spoke with respect to budgets and what to expect for next year; we are in good shape this fiscal year; next year, there is a lot of work ahead planning for reductions
- Board approved the new telecommuting policy
- Approved new salary bands for faculty and staff that were recommended by consultant

**President's Report.** Dr. Blondin reported on the following:

- She also recommends having Lesli Beavers speak at a Board meeting; Lesli helped coordinate the first contact tracing training program in the State of Ohio
- There will be a community commentary in the Springfield News-Sun regarding workforce opportunities in community colleges; community colleges are training essential workers; approximately 80% of workforce is trained at community colleges
- Good news is that Clark State had a significant increase in SSI - twice as much as budgeted; in light of all issues, Clark State is still performing at high level
- College Trustee Jim Doyle provided testimony in favor of public boards of higher education conducting meetings online

- Clark State has hired Doug Schantz who was Director of Business Operations at Wittenberg; Doug is a lifelong resident of Springfield and will serve as Associate Vice President of Business Affairs
- We have changed this year's commencement to a virtual ceremony

**Director's Report.** Toni Overholser gave a report on the CARES Act funding:

- Clark State received \$2.9 million, \$1.45 million of which will be paid directly to students
- On April 15 we developed the process with the help of all the incredible people in the Business Office and Office of Student Affairs
- With Dr. Blondin's leadership, we were one of the first in country to release funds to students
- Within 24 hours, we received over 600 applications
- Processed over 1,300 applications for a total of \$785,000 to support our students
- We are very proud of all of our efforts -- every student who reached out to us received a decision in 24-48 hours and also received a personal phone call; if they didn't receive the grant, we connected them to other community resources
- Several colleges reached out on asking how we did this so quickly; Toni, Dr. Franz, and Dr. Felder will be giving a presentation to National Council for Workforce Education tomorrow

Toni also reported that she will be doing something a little different this year; she will be sending out endowed donor statement showing earnings, disbursements, and what we are doing to serve our students during COVID-19.

Don reminded everyone that the next Board meeting will be on June 17 and there is a good possibility it will be virtual; Toni will let everyone know ahead of time. Dr. Blondin added that they plan to have the June 23 Board of Trustees meeting in a face-to-face format in LRC 207/209.

Don ended the meeting with a quote from Roy Bennett – “Never lose hope. Storms make people stronger and never last forever.”

The meeting adjourned at 12:43 p.m.

Respectfully submitted,

Toni Overholser  
Foundation Director