



SACRAMENTO
STATE

The University Foundation
at Sacramento State

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**The University Foundation at Sacramento State
Board of Directors Meeting**

February 28, 2023 | 1 p.m. – 4 p.m.
Maker's Space, Zoom

Members Present:

Holly Tiche, *Board Chair*
Lora Anguay
Margot Bach
Bernice Bass de Martinez, *Chair, Governance*
Jonathan Bowman
David Bugatto
Lisa Cardoza
David Covin
Mark Drobny
Vanessa Guerra
Colette Harris-Mathews, *SSAA Representative*
David Lopez
Garry Maisel, *Chair, Finance*
Sue McGinty
Salma Pacheco
Alice Perez
Lee Ritchey - via Zoom
Ajay Singh
Pam Stewart
Tina Treis

Members Absent:

Robert S. Nelsen, *President*
Christine Ault
Sonney Chong
Scott Syphax
Bud Travers

Guests:

Jennifer Barber, *Alumni Relations*
Tracy Newman, *University Development*
Sharon Takeda, *Annual Giving*
Antoinette Vojtech, *Principal Gifts & Campaign*
Lisa Woodard-Mink, *Advancement Services*
Ted Blackburn, *CCS*
Emmett Mehan, *CCS*

Advancement Staff:

Tatiana Azad
Amanda Lewis
Renee Siden

MEETING MINUTES

1. Call to Order
 - a. Chair Tiche called the meeting to order at 1:09 p.m. The Board adopted the meeting agenda. (Bugatto/Maisel)
 - b. There were no public comments.
 - c. The Board approved the consent calendar, consisting of the October 3, 2022 Board meeting minutes, the financial statements and the new term resolution. (Perez/Treis)
2. Campaign Impact Report Presentation (Vojtech)
 - a. \$238.9M raised
 - b. Ended one year early

- c. 15,357 donors
 - d. \$50.7M in bequests (expectancies and realized)
 - e. Three Endowed positions
 - f. Over 330 scholarships awarded
3. **CCS Presentation (Blackburn and Mehan)**
- a. There was discussion regarding specific roles for board members as advocates/active ambassadors for the university.
 - b. Drobny suggested that board members assist in identification and cultivation of donors.
 - c. There was discussion regarding being inclusive as we build donor lists and engage diverse populations. It was suggested that goals are set to reach these diverse groups.
4. **Tour of Maker's Space (Dean Kautzman)**
- a. Hands-on experimental lab with 3D printers, digital sewing machines, etc.
 - b. Goal of \$2.5M to endow a director and students
5. **Committee Reports**
- a. **Planned Giving Update (Drobny)**
 - i. Annual Goal = \$4M
 - ii. Lora Hollingsworth is cultivating 134 prospects
 - iii. Drobny would like more staff to increase the number of prospects
 - iv. EP101 seminars are being held via Zoom – 8 seminars last year with 267 attendees – no reason to go back to in-person – attendees from all over the world
 - b. **Audit Committee Update (Treis)**
 - i. An RFP was sent out to five national audit firms
 - ii. Clifton Larson Allen LLP was chosen
 - 1. Working on the engagement letter/agreement
 - iii. On March 6 an Audit Committee meeting was held to review the 990s
 - 1. No action item today – will get board approval via email
 - c. **Finance Committee Update (Maisel)**
 - i. Per Sand Hill
 - 1. Very volatile market
 - 2. Estimate three more interest rate hikes
 - 3. Labor market is strong which causes inflationary pressure
 - ii. We beat the benchmark in the fourth quarter of 2022
 - iii. The committee requested more detailed information from Sand Hill
 - 1. Sand Hill will provide the committee with reports even when a meeting is not being held
 - iv. The committee created a Task Force to look into non-endowed expense funds

- d. Governance Committee Update (Bass de Martinez)
 - i. Prospective board member bios included in the board packet
 - ii. New Faculty Representative on the board is Ajay Singh
 - e. Executive Committee Update (Tiche)
 - i. Dashboard information was reviewed
 - ii. Format will change now that the campaign is over
6. President's Report (provided by Dr. Cardoza in President Nelsen's absence)
- a. Spring enrollment up 1.15% over target
 - b. APIDA and MLK had a re-grand opening today
 - c. Native American Center grand opening was postponed to the fall
 - d. On March 15 there will be a reception for the Tributary outdoor art unveiling – located in front of the Welcome Center
7. Advancement Update (Cardoza)
- a. Working on infrastructure – new CRM
 - i. 12-to-18-month process once we choose the company
 - b. New campaign will start after the new president is onboard
 - c. Lisa Woodard-Mink retiring in April – need to find a replacement as soon as possible
 - d. Green & Gold Gala (April 20)
 - i. Invitations have gone to press
 - ii. Funds raised will go to the Seth Nelsen Emergency Endowment Grant fund
 - e. Give Sac State Day (April 21 & 22)
 - i. Thank you to Bernice who has sponsored a challenge
 - f. President's Circle Reception (May 25)
 - g. CSU Prescribed Audit recommendations
 - i. Didn't have completed gift agreements for some endowments that were created by crowdfunding – we documented the reasons why
 - ii. Access to Advance wasn't always terminated when staff/students left Sac State – this task has been cleaned up
 - iii. Need to create a workflow document for the process for credit cards – this task has been completed
 - h. CSU Financial Advisory
 - i. They have submitted their report
 - ii. We don't agree with all of their recommendations as some won't work for our current structure
 - iii. Will be presented to the Board at the June meeting
8. Board Chair Update (Tiche)
- a. Presidential Search Committee
 - i. Initial meeting took place and the job description is complete

- ii. Board Members on the committee include: Cardoza, Harris-Mathews, Pacheco, Perez and Tiche
 - iii. Position is not posted yet but will post soon
 - iv. Decision will be made by mid-May and then go to the Trustees
 - v. Per the Chancellor this is a closed search but the process is public
 - vi. Candidates are not public
 - vii. An online form is open for public comments
 - b. Chancellor Search – name will be announced in July
9. Alumni Association Update (Harris-Mathews)
- a. Alumni Open House taking place on March 30
 - b. Grad Fest will be held March 8/9 on the second floor of the Bookstore
 - c. Check out the SSAA events website for more events coming up
10. Student Update (Pacheco)
- a. Thank you to David Bugatto for his help with the Food Pantry
 - b. ASI elections
11. Board Member Highlight
- a. Bugatto reviewed the partnership between the Sac State Food Panty and the Sacramento Food Bank
 - b. Bass de Martinez discussed MLK event and recognition of President Nelsen
12. Tiche adjourned the meeting at 3:56 p.m.

Action Items:

Item	Action	Status
CCS Report	Cardoza to share the report with board members	Done
Art Sculpture Unveiling	Lewis to send out a calendar invite for the reception on March 15	Done
President’s Circle Reception	Annual Giving to send out an invitation to the reception on May 25	Done

The University Foundation at Sacramento State Mission Statement

The University Foundation promotes philanthropy to provide a level of excellence at the University beyond what is possible through state funds.