Minutes of Meeting

COASTAL BEND COLLEGE FOUNDATION BOARD OF DIRECTORS

COASTAL BEND COLLEGE
3800 CHARCO ROAD
BEEVILLE, TX 78102

R. W. Dirks Student Services Building Room V – 119

October 27, at 6:30 p.m.

1. Call Meeting to Order
   Daren Wilder, President

   Wilder called the meeting to order and asked that everyone introduce themselves. The following were present: Millie Christner, Daren Wilder, Paul Jaure, Louise Hall, Carroll Lohse, and Jim Kirkpatrick. Al Garcia, Harvey Hardwick, John Galloway, Bill Dirks, George Morrill III, Lou Adele May, Claire Wonders, Jerry Davidson, June Hurley, Maggie Hunt, Glynis Strause, Emilia Dominguez, Victor Gomez, Laura Fischer, Thom Baynum.

   Paul Jaure led the group in an opening prayer.

2. Welcome Remarks were given by the following officers:
   Daren Wilder, Vice President, Coastal Bend College Foundation
   Dr. Thomas Baynum, President, Coastal Bend College
   Paul Jaure, President, Coastal Bend College Board of Trustee

   Overview of Coastal Bend College Foundation’s Advancement and Expansion Efforts
   Milli Christner, Consultant Foundation Innovation, LLC reviewed the following topics for the current and potential board members:

   - Organizational Structure: Explained that the CBCF needs to distance itself a bit from the College Board. She complimented the serving college board for keeping the foundation going during lean times. Some of the College Board members will not serve on the CBC Foundation board. This board needs to look like the CBC Foundation and not any other nonprofit board.
   - Mission Statement and Goals
     - 501 c 3 charitable organizations, governed by the CBCFd board of directors, partner with the college, community owned, allegiance to the donors, legacy to establish a long-term organization. R
   - Funding Opportunities/Priorities. Five key components 1. Infrastructure, 2. Board of Directors, 3. Image, 4. Programs 5 Development/ Fundraising/ Fundraising
   - Steering Committee was funded by Texas Pioneer Foundation Grant for start up funds, Bylaws, Mission, Goals, Funding Priorities, MOU, and Organizational Structure.
   - Corporate Documentation
     - Certificate of Formation (Articles of Incorporation) done
     - Bylaws done
     - Memorandum of Understanding done
   - Next Steps for Expansion and Capacity Building
     - Policies and Guidelines need to be updated
     - Budgets Finances and Governance

3. Review of Roles and Responsibilities of Board Members
   Dr. Christner

   - Foundation Board Member requirements, opportunities, and coverage were reviewed.
   - Election of Officers
   - Board Training and Development
   - Imaging and Marketing logo, marketing strategy, webpage, social media,
   - Programs for faculty grants, college needs,
5. Discussion and Possible Action to Elect Board Members

Jaure mentioned that the board will hire an executive director to represent the board. The following questions were asked by potential board members:

- Is the CBC foundation subject to open meetings laws? The College Board presence makes the meeting subject to open meetings until a majority of the college board members are no longer on the Foundation Board.
- How many employees will the Foundation have? Employee count would be Executive Director and support staff. The ED will be employee of the Foundation not the college.
- Will there be conflicts with college getting donations and the foundation getting donations? This will diminish once the foundation is going. The college will accept grants designated for the college but grants and donation for the foundation will be separate.
- What source of income will the foundation have to pay for the ED? The college has put aside funding from the college budget for this first few years. CBC will subsidize the Foundation budget in return for fundraising.
- Where will office of the foundation be? Offices will be on campus. Marketing will be done college employees.
- Who will do the tax returns? The tax returns will be done by policy and procedure guidelines. The MOU does not have specific dollar amounts. Foundation Innovations has policy and procedures, job descriptions, employee policy books. The foundation will be responsible for payroll, taxes, etc. Financials are audited annually.

6. Other Business

Potential members who have accepted the call to serve on the board were asked to complete one information form and one committee form. All were thanked for their attendance.

7. Future Meeting Dates (schedule for next 10 meetings)

Prefers Monday and Tuesday (May) Need to go to every campus on rotational basis.
**The next meeting will be Tuesday, November 22 at 5:30 p.m. in Beeville in R. W. Dirks Building Room V-119.**

8. Adjourn. The meeting adjourned at 8:15 p.m.