



**CSN FOUNDATION**

*A Foundation for Growth in Nevada*

**CSN FOUNDATION  
Board of Trustees – Board Meeting Agenda  
Wednesday, September 14, 2022  
8:00am – 9:30am**

**College of Southern Nevada, West Charleston Campus  
6375 West Charleston Boulevard  
President’s Conference Room (WCE327 - located Building E, third floor)  
Las Vegas, Nevada 89146**

**OR**

**Via Remote Meeting System**

This meeting will be held at **CSN’s West Charleston Campus, President’s Conference Room (WCE327), located in Building E, third floor**, with an available audio/video connection. Members of the CSN Foundation Board of Trustees and/or the public may attend and participate in-person or utilize the remote technology system to attend and participate in the meeting, including to provide public comment.

**You may access the remote system, Microsoft TEAMS Meeting system at:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZjQ4ZmJkMDAtZjdmNS00Y2I1LWJkNmYtZmJlZWY1OTNjMWQ5%40thread.v2/0?context=%7b%22id%22%3a%22df35d574-9fba-48ce-a073-737868d77a48%22%2c%22oid%22%3a%2236f0436f-9229-4f53-a7e9-1862473509af%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZjQ4ZmJkMDAtZjdmNS00Y2I1LWJkNmYtZmJlZWY1OTNjMWQ5%40thread.v2/0?context=%7b%22id%22%3a%22df35d574-9fba-48ce-a073-737868d77a48%22%2c%22oid%22%3a%2236f0436f-9229-4f53-a7e9-1862473509af%22%7d)

**Board Members:**

Terry Shirey, Chairman	Chris Collins	Marco Robles
Edgar Patino, Immediate Past Chair	Pat Cowart	Reinier Santana
Matthew Frazier, Secretary	John Hester	Lindy Schumacher
Jeffrey Cooper, Treasurer	Chuck Johnston, Marketing Chair	Jason Stump
	Dan Minella	James York
	Reed Radosevich, Governance Chair	

**Ex-Officio**

Dr. Federico Zaragoza, President, CSN  
Mary Kaye Bailey, VP Finance, CSN  
Danita Simons, Executive Director, CSN Foundation  
Jocelyn Metoxen, Philanthropic Coordinator, CSN Foundation

**IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING**

NOTE: Below is an agenda of all items scheduled to be presented and considered. Notification is hereby provided that items on the agenda may be taken out of order and presented, two or more agenda items may be combined for consideration, and an

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*The mission of the College of Southern Nevada Foundation is to graduate CSN students debt free through philanthropy.*

agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

Some agenda items are noted as having accompanying reference material. Reference material may be accessed on the electronic version of the agenda by clicking the reference link associated with a particular item. The agenda may also be accessed on the Internet by visiting the College of Southern Nevada Foundation's webpage at: <http://www.csnfoundation.org>.

Many public libraries have publicly accessible computer terminals. Copies of the reference material and any additional support materials that are submitted to the CSN Foundation Board of Trustees staff and then distributed to the members of the CSN Foundation Board of Trustees after the mailing/posting of this agenda but before or during the meeting, will be made available as follows: Copies of any such material are available at the CSN Foundation office at 6375 West Charleston Blvd., Building E, Office 316, Las Vegas, Nevada. A copy may be requested by contacting Danita Simons, Executive Director, CSN Foundation at (702) 651-7535. Furthermore, copies of any such materials will also be available on the CSN Foundation's webpage at: <http://www.csnfoundation.org>.

Reasonable efforts will be made to assist and accommodate physically disabled persons to participate in the meeting. Please call (702) 651- 5513 in advance so that arrangements may be made.

**PUBLIC COMMENTS:** Public comment will be taken during this agenda item. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to two minutes per person. Persons making comment are asked to begin by stating their name for the record and to spell their last name. The Board Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered. In accordance with Attorney General Opinion No. 00-047, as restated in the Attorney General's Open Meeting Law Manual, the Board Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the CSN Foundation Board of Trustees, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

## AGENDA

### **I. WELCOME, CALL TO ORDER AND ROLL CALL**

**INFORMATION ONLY**

Terry Shirey, Board Chair, will welcome and call this meeting to order.

- Round table introductions

*ESTIMATED TIME: 10 minutes*

### **II. PUBLIC COMMENT**

**INFORMATION ONLY**

(See foregoing notation regarding public comment)

*ESTIMATED TIME: 2 minutes*

### **III. APPROVAL OF MINUTES**

**FOR POSSIBLE ACTION**

Terry Shirey, Board Chair, will [present the minutes from the meeting held on June 30, 2022](#), for approval. (*Ref. 1-1*).

*ESTIMATED TIME: 2 minutes*

### **IV. PRESIDENT'S REPORT**

**INFORMATION ONLY**

Dr. Federico Zaragoza, President, CSN, will provide an update on CSN activities.

- CSN update
- 50<sup>th</sup> Anniversary Celebration update
- Budget update

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- Accreditation update
- NSHE Board Meeting, December 2022

*ESTIMATED TIME: 15 minutes*

**V. CHAIRMAN’S REPORT INFORMATION ONLY**

Terry Shirey, Board Chair, will provide an overview of activities that have occurred since the last Board meeting, and report on the following matters:

- Welcome new CSN Foundation Board of Trustees to a new year.
- General Counsel update

*ESTIMATED TIME: 10 minutes*

**VI. GOVERNANCE CHAIR’S REPORT FOR POSSIBLE ACTION**

Reed Radosevich, Governance Chair, will lead a discussion with respect to succession planning, and the Board may vote to approve the following:

- Nominations to fill the Vice Chair position; and
- Ratification of [Board of Trustees resignations and nominations of new members to the CSN Foundation Board.](#) (Ref. 2-1)

*ESTIMATED TIME: 10 minutes*

**VII. AUDIT AND FINANCE COMMITTEE UPDATE FOR POSSIBLE ACTION**

Jeff Cooper, Committee Chair, will provide a report with respect to the following items, which the Board may vote to approve:

- FY 2017-2021 Legislative Counsel Bureau Audit update;
- FY2021-2022 Financial Audited Report, including preparation for the FY2021-2022 990;
- Review of July 2022 Monthly Financials; and
- Discuss and vote to ratify the Executive Committee’s approval of August/September 2022 transfer of \$501,329.88 in restricted funds from Northern Trust to Chase Bank for upcoming Fall 2022 scholarships and program.

*ESTIMATED TIME: 15 minutes*

**VIII. MARKETING & AWARENESS COMMITTEE UPDATE INFORMATION ONLY**

Chuck Johnston, Marketing and Awareness Committee Chair, will provide an update on:

- Committee Meeting on October 19, 2022. Focus will be marketing and awareness strategies and Annual Report development and publication.

*ESTIMATED TIME: 2 minutes*

**IX. EXECUTIVE DIRECTOR REPORT INFORMATION ONLY**

Danita Simons, Executive Director, will provide an update on Foundation activities since the last board meeting, to include:

- [FY 2022-2023 Proposed Annual Planning Goals from the annual meeting strategic planning session and Budget](#) for review and approval. (Ref. 3.1)
- CSN Foundation organizational structure and new position
- Giving Tuesday, November 29, 2022

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*ESTIMATED TIME: 15 minutes*

**X. SCHOLARSHIP UPDATE**

**INFORMATION ONLY**

Jocelyn Metoxen, Philanthropy Coordinator, will provide an update on:

- FY 2021-2022 Spirit of CSN Highlights
- CSN High School Student Thank You's

*ESTIMATED TIME: 5 minutes*

**XI. NEW BUSINESS**

**INFORMATION ONLY**

Items for consideration at future meetings may be suggested. Any discussion of an item under "New Business" is limited to description and clarification of the subject matter of the item, which may include the reasons for the request.

*ESTIMATED TIME: 2 mins*

**XII. PUBLIC COMMENT**

**INFORMATION ONLY**

*(See foregoing notation regarding public comment)*

*ESTIMATED TIME: 2 minutes*

**XIII. ADJOURN**

Next CSN Foundation Board of Trustees Board Meeting will be held on:  
**Wednesday, December 7, 2022, In-Person Meeting at  
the CSN North Las Vegas Campus NLVU130 (3200 E Cheyenne Avenue)**

**This notice and agenda have been posted at or before 9:00 am on the third working day before the meeting, in accordance with NRS 241.020 and at the following public locations:**

- CSN Foundation's website (<http://sites.csn.edu/foundation/>)
- The Nevada Public Notice website pursuant to NRS 232.2175 (<http://notice.nv.gov/>)

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