



CSN FOUNDATION

*A Foundation for Growth in Nevada*

## NOTICE OF PUBLIC MEETING

**CSN FOUNDATION**  
**Executive Committee Meeting Agenda**  
**Wednesday, August 9, 2023**  
**8:30am - 9:30am**

**Public Access via Internet and Telephone:**

**Meeting Link:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_OTBmN211MTQtNzE2My00NWI0LTg3MTEtZTZjMmMxNzk3ZmMw%40thread.v2/0?context=%7b%22tid%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_OTBmN211MTQtNzE2My00NWI0LTg3MTEtZTZjMmMxNzk3ZmMw%40thread.v2/0?context=%7b%22tid%22%3a%22df35d574-9fba-48ce-a073-737868d77a48%22%2c%22oid%22%3a%2236f0436f-9229-4f53-a7e9-1862473509af%22%7d)

**Phone Dial-In (audio only):**

[+1 702-660-7529](tel:+17026607529), [527077995#](tel:+1527077995) United States, Las Vegas  
Phone Conference ID: 527 077 995#

This meeting is being conducted by the use of a remote technology system pursuant to Nevada Revised Statutes 241.020(11). Members of the CSN Foundation Executive Committee and/or the public may utilize the remote technology system to attend and participate in the meeting, including to provide public comment.

**Committee Members:**

Patrick Cowart, Chairman of the Board  
Terry Shirey, Immediate Past Chair  
Matthew Frazier, Secretary  
Jeffrey Cooper, Treasurer  
Reed Radosevich, Governance Chair

**Ex-Officio Members:**

Danita Simons, Executive Director, CSN Foundation  
Lauren Johnson, Manager of Donor and Alumni Relations

**Advisors**

Debra Pieruschka, CSN Vice President & General Counsel

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

**CSN Foundation Mission:**

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



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>.

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 Executive Committee 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., Las Vegas, Nevada Building E, Office 312. 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 Foundations 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 at the beginning and end of each meeting. 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 Executive Committee 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 File No. 00-047, as restated in the Attorney General's Open Meeting Law Manual, the Chair of the Committee 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 or its Executive Committee, 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

- |  |                                   |
|--|-----------------------------------|
| <b>I. WELCOME, CALL TO ORDER AND ROLL CALL</b><br><i>ESTIMATED TIME: 2 mins</i>  | <b><u>INFORMATION ONLY</u></b>    |
| <b>II. PUBLIC COMMENT</b><br><i>(See foregoing notation regarding public comment)</i><br><i>ESTIMATED TIME: 2 mins</i>   | <b><u>INFORMATION ONLY</u></b>    |
| <b>III. APPROVAL OF MINUTES</b><br>Patrick Cowart, Chairman of the Board, will present <a href="#">the minutes from the Executive Committee meeting held on April 12, 2023</a> , for approval. <b>(Ref #1.1)</b><br><i>ESTIMATED TIME: 2 mins</i>                      | <b><u>FOR POSSIBLE ACTION</u></b> |
| <b>IV. CHAIRMAN'S REPORT</b><br>Patrick Cowart, Chairman of the Board, will report on the following activities: <ul style="list-style-type: none"><li>• General Counsel update</li><li>• CSN Foundation Strategic Plan update</li></ul> <i>ESTIMATED TIME: 10 mins</i> | <b><u>INFORMATION ONLY</u></b>    |

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**V. AUDIT AND FINANCE COMMITTEE REPORT FOR POSSIBLE ACTION**

Jeff Cooper, Committee Chair, and Danita Simons, Executive Director, will provide an update on monthly financials for June 2023, financial management updates, and activities:

- Review of AR and scheduled payments
- Jeff Cooper, Committee Chair, will present for discussion and approval of the following transactions:
  - Approve to move \$230,835.50 in restricted funds from Northern Trust to Chase Bank restricted for summer 2023 scholarships. If approved, the approval will require ratification by the CSN Foundation Board of Trustees at the Board meeting on September 13, 2023.
  - Approve to write off \$5,000, Donor #7, restricted accounts receivable. If approved, the approval will require ratification by the CSN Foundation Board of Trustees at the Board meeting on September 13, 2023.
- Quarterly Investments Portfolio review
- Bank Signatures
- Endowment development and threshold
- Investment Policy for unrestricted funds

*ESTIMATED TIME: 20 mins*

**VI. GOVERNANCE COMMITTEE REPORT FOR POSSIBLE ACTION**

Reed Radosevich, Committee Chair, will provide an update on the Governance Committee activities since the last meeting held on June 14, 2023.

- Succession Planning for Governance Committee Chair and Treasurer, effective July 1, 2024, for discussion.
- Reed Radosevich, Committee Chair, will present candidate, Brian Kleven, for consideration and approval to serve as a Board of Trustee. If approved, the approval will require ratification by the CSN Foundation Board of Trustees at the Board meeting on September 13, 2023.
- Board of Trustees Membership, for discussion.

*ESTIMATED TIME: 10 mins*

**VII. CSN FOUNDATION UPDATE INFORMATION ONLY**

Danita Simons, Executive Director, will provide an update on Foundation activities:

- Update on open position
- Impact Report update
- Potential Donor list update

*ESTIMATED TIME: 10 mins*

**VIII. 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*

**IX. PUBLIC COMMENT INFORMATION ONLY**

(See foregoing notation regarding public comment)

*ESTIMATED TIME: 2 mins*

**X. ADJOURN**

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**Next Executive Committee Meeting: Wednesday, November 8, 2023,  
Remotely, via Microsoft TEAMS and Phone Dial-In.**

**This meeting is in compliance with the “Nevada Open Meeting Law” and 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://csnfoundation.org>)
- The Nevada Public Notice website pursuant to NRS 232.2175 (<http://notice.nv.gov/>)
- NSHE System Administration, 4300 S. Maryland Parkway, Las Vegas, NV 89119
- College of Southern Nevada, Building D, 1st Floor, 6375 W. Charleston Blvd., Las Vegas, NV 89146
- College of Southern Nevada, Building E, 1<sup>st</sup> Floor, 6375 W. Charleston Blvd., Las Vegas, NV 89146
- College of Southern Nevada, 3200 E. Cheyenne Ave., North Las Vegas, NV 89030
- College of Southern Nevada, 700 College Drive, Henderson, NV 89002

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