



CSN FOUNDATION

A Foundation for Growth in Nevada

NOTICE OF PUBLIC MEETING

CSN FOUNDATION
Audit/Finance Committee Meeting Agenda
Wednesday, August 9, 2023
8:00am - 8:30am

Public Access via Internet and Telephone:

Meeting Link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzhIMTNIMDktMGFiNS00YzYyLWlzZjktYWxZTgwYjBjNmUz%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,,792831065# United States, Las Vegas
Phone Conference ID: 792 831 065#

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 Audit/Finance and/or the public may utilize the remote technology system to attend and participate in the meeting, including to provide public comment.

Committee Members:

Jeffrey Cooper, Committee Chair and Board Treasurer
Patrick Cowart, Chairman of the Board
Terry Shirey, Immediate Past Chair
John Hester, Member
Lindy Schumacher, Member
James York, Member

Ex-Officio

Danita Simons, Executive Director, CSN Foundation
Lauren Johnson, Manager of Donor and Alumni Relations
Rolando Mosqueda, CSN Vice President Finance and Administration

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's 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 Audit/Finance Committee after the mailing 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 at 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) 651-7535 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 Audit/Finance 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 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

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| I. WELCOME, CALL TO ORDER AND ROLL CALL
<i>ESTIMATED TIME: 2 mins</i> | <u>INFORMATION ONLY</u> |
| II. PUBLIC COMMENT
<i>(See foregoing notation regarding public comment)</i>
<i>ESTIMATED TIME: 2 mins</i> | <u>INFORMATION ONLY</u> |
| III. APPROVAL OF MINUTES
Jeff Cooper, Committee Chair, will present the minutes of the committee meetings held on Wednesday, March 15, 2023 , (<i>Ref #1.1</i>), and Wednesday, April 12, 2023 , for approval. (<i>Ref #1.2</i>)
<i>ESTIMATED TIME: 2 mins</i> | <u>FOR POSSIBLE ACTION</u> |
| IV. 2023 FORM 990 & FINANCIAL AUDIT UPDATE AND REPORT
Jeff Cooper, Committee Chair, will provide an update on the Audited Financials, Management Letter, and Form 990 in preparation for FY2022-2023.
<i>ESTIMATED TIME: 2 mins</i> | <u>INFORMATION ONLY</u> |
| V. FOUNDATIONS FINANCIAL MANAGEMENT UPDATE & REPORT
Jeff Cooper, Committee Chair, and Danita Simons, Executive Director, will provide an update on monthly financials for June 2023, financial management updates, and activities: <ul style="list-style-type: none">• Review of AR and scheduled payments | <u>INFORMATION ONLY</u> |

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- Jeff Cooper, Committee Chair, will discuss making a recommendation at the next Executive Committee Meeting to move \$230,835.50 in restricted funds from Northern Trust to Chase Bank restricted for summer 2023 scholarships. Any approval by the Executive Committee will require ratification of the full Board.
- Jeff Cooper, Committee Chair, will discuss making a recommendation at the next Executive Committee Meeting to for approval to write off \$5,000, Donor #7, restricted AR. Any approval by the Executive Committee will require ratification of the full Board.
- Quarterly Investments Portfolio review
- Bank Signatures
- Endowment development and threshold
- Investment Policy for unrestricted funds

ESTIMATED TIME: 15 mins

VI. EXECUTIVE DIRECTOR REPORT

INFORMATION ONLY

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

- Update on open position
- Potential Donor list update

ESTIMATED TIME: 2 mins

VII. 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

VIII. PUBLIC COMMENT

INFORMATION ONLY

(See foregoing notation regarding public comment)

ESTIMATED TIME: 2 mins

IX. ADJOURN

**Next Audit/Finance 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, 1st 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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