



**CSN FOUNDATION**

*A Foundation for Growth in Nevada*

**NOTICE OF PUBLIC MEETING**

**CSN FOUNDATION  
Board of Trustees – Board Meeting Agenda  
Wednesday, March 13, 2024  
8:00am – 9:30am**

**College of Southern Nevada, West Charleston Campus  
6375 West Charleston Boulevard  
Las Vegas, Nevada 89146  
Building E, Third Floor, Conference Room E327**

**OR**

**Public Access via Internet and Telephone:**

**Meeting Canceled**

**Meeting Link:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZGIxYmY3NGYtMmM3ZC00MjBiLWlzNzktNjQxOTliODA3YmQ3%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_ZGIxYmY3NGYtMmM3ZC00MjBiLWlzNzktNjQxOTliODA3YmQ3%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), [.516942523#](tel:+1516942523) United States, Las Vegas

Phone Conference ID: 516 942 523#

This meeting will be held at CSN's Charleston Campus, 6375 West Charleston Blvd. located in Building E, Third Floor, Conference Room E327, with an available audio/video connection pursuant to Nevada Revised Statutes 241.020(11). 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.

Public comment may be submitted in-person, via remote technology system, email [csn.foundation@csn.edu](mailto:csn.foundation@csn.edu) or voicemail (702-651-7301). Messages received by 8:00 a.m. on Tuesday, March 12, 2024, may be entered into the record during the meeting. Any other public comment form submissions and/or voicemails received prior to the adjournment of the meeting will be transcribed and included in the permanent record.

**Board Members:**

Pat Cowart, Chairman	Caleb Dawkins	Reed Radosevich
Terry Shirey, Immediate Past Chair	John Hester	Reinier Santana
Matthew Frazier, Secretary	Enosha Jackson	Lindy Schumacher
Jeffrey Cooper, Treasurer	Brian Kleven	Rebecca Smith
	Dan Minella	James York

**Ex-Officio:**

Dr. Federico Zaragoza, President, CSN  
 Rolando Mosqueda, Interim Vice President Finance and Administration, CSN  
 Danita Simons, Executive Director, CSN Foundation  
 Jocelyn Metoxen, Philanthropic Coordinator, CSN Foundation  
 Lauren Johnson, Manager of Donor & Alumni Relations, 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 agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

**Meeting Canceled**

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 Board of Trustees 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., Building E, Office 312, 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 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 comments 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 File 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.

**LAND ACKNOWLEDGEMENT**

*Before beginning, we take a moment to recognize that here in Nevada we stand on the land of the Wa She Shu – Washoe; Numu – Northern Paiute; Nuwe – Western Shoshone; and Nuwu – Southern Paiute. We take a moment to recognize and honor their stewardship that continues into today. With this recognition, we state an intention to rightfully include their voice and respect them as the 27 sovereign tribal nations of Nevada.*

**AGENDA**

**I. WELCOME, CALL TO ORDER AND ROLL CALL INFORMATION ONLY**

Pat Cowart, Board Chair, will welcome and call this meeting to order.

- Welcome and Introductions

*ESTIMATED TIME: 2 minutes*

**II. PUBLIC COMMENT INFORMATION ONLY**

*(See foregoing notation regarding public comment)*

*ESTIMATED TIME: 2 minutes*

**III. APPROVAL OF MINUTES FOR POSSIBLE ACTION**

Pat Cowart, Board Chair, will present [the minutes from the meeting held on Wednesday, December 13, 2023 \(Ref #1.1\)](#), for approval.

*ESTIMATED TIME: 2 minutes*

**IV. PRESIDENT’S REPORT INFORMATION ONLY**

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

- NSHE Board of Regents
- CSN News and Activities

*ESTIMATED TIME: 10 minutes*

**V. NORTHWEST CAMPUS UPDATE INFORMATION ONLY**

Dr. Zaragoza, Dr. Weekly, and Frank Woodbeck, will provide an update and discussion related to CSN’s Northwest Campus to include:

- State Public Works Board Role
- User Committee Report
- Gold Ribbon Committee Report
- Next Steps

*ESTIMATED TIME: 30 mins.*

**Meeting Canceled**

**VI. CHAIRMAN'S REPORT** **FOR POSSIBLE ACTION**

Pat Cowart, Board Chair, will provide an overview of activities that have occurred since the last Board meeting, and report on the following items:

- Foundation Strategic Plan update
- General Counsel update
- Discuss and approve CSN Foundation Annual Meeting timeframe and location.
- Annual Budget for FY2425
- Institutional Advisory Council (IAC) Meeting
- CSN North Las Vegas Campus Tour

*ESTIMATED TIME: 10 minutes*

**VII. GOVERNANCE CHAIR'S REPORT** **FOR POSSIBLE ACTION**

Reed Radosevich, Governance Committee Chair, will provide an overview of activities that have occurred since the last Governance Committee meeting, and lead a discussion with respect to the following items:

- Ratify approval of the [Roles and Responsibilities](#). (*Ref #2.1*)
- Nominate Vice Chair candidates for discussion and approval.
- Slate of Officers and Committee Chairs Planning for FY2425.
- CSN Foundation Board of Trustees FY2425 candidates for membership update.

*ESTIMATED TIME: 10 minutes*

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

Jeff Cooper, Committee Chair, will provide an overview of activities that have occurred since the last Audit and Finance Committee meeting, and lead a discussion with respect to the following items:

- Review [January 2024 Monthly Financial Report](#) for approval. (*Ref #3.1*)
- Review of AR and scheduled payments update
- Quarterly Investment Portfolio review
- Ratify approval to liquidate and redesignate a scholarship fund

*ESTIMATED TIME: 5 minutes*

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

Dan Minella, Marketing and Awareness Committee Chair, will provide an overview of activities that have occurred since the last Marketing and Awareness meeting, and lead a discussion with respect to the following items:

- FY 2022-2023 Impact Report
- Marketing Annual Plan
- Printed Materials
- Giving-Tuesday
- Holiday Card
- Appeal Letter

*ESTIMATED TIME: 5 minutes*

**X. EXECUTIVE DIRECTOR REPORT** **INFORMATION ONLY**

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

- Engagement and Fundraising Activity
- Donor Hierarchy for Naming
- Alumni Scholarship
- Program Video Highlight

*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** **FOR POSSIBLE ACTION**

*ESTIMATED TIME: 2 minutes*

**Meeting Canceled**

**Next CSN Foundation Board of Trustees Board Annual Meeting will be held on: Wednesday, June 12, 2024, In-Person Meeting, and 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