



CSN FOUNDATION

A Foundation for Growth in Nevada

NOTICE OF PUBLIC MEETING

**CSN FOUNDATION
Board of Trustees – Board Meeting Agenda
Wednesday, May 8, 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 Link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTBhNjU3MmQtMDU3OC00OTI4LWI1ZDYtYzRhODJmYWQ3MTZh%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,,744660810# United States, Las Vegas
Phone conference ID: 744 660 810#

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 or voicemail (702-651-7301). Messages received by 8:00 a.m. on Tuesday, May 7, 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, Manager of Scholarships & Foundation Service, CSN Foundation

Advisor:

Debra Pieruschka, Vice President & General Counsel, CSN
Legal Counsel for 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.

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 [meeting minutes from the CSN Foundation Board Meeting held on Wednesday, December 13, 2023](#), 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 the following CSN activities:

- Acting President Appointment
- Presidential Search
- NSHE Board of Regents

ESTIMATED TIME: 10 minutes

V. NORTHWEST CAMPUS UPDATE **INFORMATION ONLY**

Dr. James McCoy, Dr. Lawrence Weekly, Frank Woodbeck, Ruben Kihuen, and Jim Ferrence will provide an update, discussion, and next steps related to CSN's Northwest Campus.

ESTIMATED TIME: 30 minutes

VI. CHAIRMAN'S REPORT **INFORMATION ONLY/FOR POSSIBLE ACTION**

Pat Cowart, Board Chair, will provide an overview of activities that have occurred since the last Board meeting held on December 13, 2024, and lead a discussion with respect to the following items:

- **FOR POSSIBLE ACTION:**
 - Present the [meeting minutes from the Executive Committee Meeting held on February 14, 2024](#), for approval. *(Ref #2.1)*

- **FOR INFORMATION ONLY:**
 - Foundation Strategic Plan
 - Legal Counsel
 - Discuss and approve CSN Foundation Annual Meeting timeframe and location
 - Annual Budget FY2425 Preparation
 - Institutional Advisory Council (IAC) Meeting
 - CSN North Las Vegas Campus Tour

ESTIMATED TIME: 10 minutes

VII. GOVERNANCE CHAIR'S REPORT **INFORMATION ONLY/FOR POSSIBLE ACTION**

Reed Radosevich, Governance Committee Chair, will provide an overview of activities that have occurred since the last Governance Committee meeting held on April 10, 2024, and lead a discussion with respect to the following items:

- **FOR POSSIBLE ACTION:**
 - Present the [meeting minutes from the Governance Committee Meeting held on April 10, 2024](#), for approval. *(Ref #3.1)*
 - Ratify approval of the [Roles and Responsibilities](#). *(Ref #3.2)*
 - As recommended by the Governance Committee, present candidate nomination for consideration to serve on the CSN Foundation Board of Trustees, for approval.
 - Nominate Vice Chair candidates for discussion and approval.

- **FOR INFORMATION ONLY:**
 - 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 REPORT

INFORMATION ONLY/FOR POSSIBLE ACTION

Jeff Cooper, Committee Chair, will provide an overview of activities that have occurred since the last Audit and Finance Committee meeting held on February 14, 2024, and lead a discussion with respect to the following items:

- **FOR POSSIBLE ACTION:**
 - Present the [meeting minutes from the Audit and Finance Committee Meeting held on February 14, 2024](#), for approval. (**Ref #4.1**)
 - Review [March 2024 Monthly Financial Report](#) for approval. (**Ref #4.2**)
 - Ratify approval to liquidate and redesignate a scholarship fund
 - Review [Northern Trust Investment Policy Statement](#) for approval. (**Ref #4.3**)
- **FOR INFORMAITON ONLY:**
 - Quarterly Investment Portfolio review
 - 2024 Form 990 and Financial Audit Update & Report update

ESTIMATED TIME: 5 minutes

IX. MARKETING & AWARENESS COMMITTEE UPDATE

INFORMATION ONLY/FOR POSSIBLE ACTION

Dan Minella, Marketing and Awareness Committee Chair, will provide an overview of activities that have occurred since the last Marketing and Awareness meeting held on March 27, 2024, and lead a discussion with respect to the following items:

- **FOR POSSIBLE ACTION:**
 - Present the [meeting minutes from the Marketing and Awareness Committee Meeting held on March 27, 2024](#), for approval. (**Ref #5.1**)
- **FOR INFORMAITON ONLY:**
 - FY2022-2023 Impact Report
 - Annual Marketing Plan
 - Printed Materials
 - 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 held on December 13, 2024.

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

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, 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