



CSN FOUNDATION

A Foundation for Growth in Nevada

NOTICE OF PUBLIC MEETING

**CSN FOUNDATION
Board of Trustees – Annual Board Meeting Agenda
Wednesday, June 12, 2024
8:00am – 12:30pm**

**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_NGZjNzFjOWQtYzk4MC00Mzg5LWE2Y2YtZDQ1NDRhYTI3ZGQ4%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

Phone Dial-In (audio only):

[+1 702-660-7529](tel:+17026607529), [593312769#](tel:+1593312769) United States, Las Vegas
Phone Conference ID: 593 312 769#

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, June 11, 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.

CSN Foundation Mission:

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

Board of Trustees:

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

Guest:

Paul Johnson, CSN Foundation, Board of Trustee, FY2425

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 Services, CSN Foundation

Advisor:

Debra Pieruschka, Vice President & General Counsel, CSN
Acting as Legal Counsel for CSN Foundation

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

CSN Foundation Mission:

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

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 May 8, 2024](#), for approval. (**Ref. #1.1**).

NOTE FOR THE RECORD: The Board of Trustees Board Meeting Minutes on December 13, 2023, noted there was not a quorum to conclude the board meeting at adjournment. There was a noted quorum of attendance throughout this meeting. Please see the attached [CSN Foundation Board of Trustees Revised Board Meeting Minutes from December 13, 2023](#), for approval. (**Ref. #1.2**)

ESTIMATED TIME: 2 minutes

CSN Foundation Mission:

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

IV. NORTHWEST CAMPUS UPDATE **INFORMATION ONLY**
Frank Woodbeck, Executive Director, Grants & Special Projects, will provide an update, discussion, and next steps related to CSN’s Northwest Campus.

ESTIMATED TIME: 30 minutes

V. PRESIDENT’S REPORT **INFORMATION ONLY**
Rolando Mosqueda, Interim Vice President Finance and Administration Chief Financial Officer CSN, and Officer In-Charge, will provide an update on the following CSN activities:

- Acting President Appointment
- Presidential Search
- CSN Commencement
- Westside Education Training Center (WETC)

ESTIMATED TIME: 5 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 May 8, 2024, and lead a discussion with respect to the following items:

- **FOR INFORMATION ONLY:**
 - Commencement Ceremony
 - Looking back on FY 2023-2024
 - Acknowledgement of Service
 - CSN and CSN Foundation MOU
- **FOR POSSIBLE ACTION:**

For discussion and approval, the CSN Foundation Board of Trustees will direct the Audit Finance Committee to develop a taskforce responsible for the review and consideration of a possible Capital Campaign for CSN’s Center of Excellence for Public Safety at the Northwest Campus. This Taskforce will create a report to bring back to the Audit Finance Committee for possible recommendation to the CSN Foundation Board of Trustees.

ESTIMATED TIME: 20 minutes

VII. AUDIT AND FINANCE COMMITTEE UPDATE **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, and lead a discussion with respect to the following items:

CSN Foundation Mission:

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

- **FOR INFORMATION ONLY:**
 - Northern Trust Representatives will provide an Investment Portfolio Report Presentation.
 - FY 2023-2024 990 & Financial Audit update
- **FOR POSSIBLE ACTION:**
 - Review [April 2024 Monthly Financial Report](#) for approval. (*Ref. #2.1*)
 - Add and remove bank signers with Northern Trust and Chase Bank for approval.
 - [Banking Approvals, Infrastructure & Unrestricted Endowment revisions](#) for approval. (*Ref #2.2*)
 - [FY 2024-2025 Proposed Annual Plan](#) for approval. (*Ref. #2.3*)
 - [FY 2024-2025 Proposed Annual Budget](#) for approval. (*Ref. #2.4*)
 - Approval to transfer funds from Northern Trust to Chase Bank for the Fall 2024 Semester Scholarships.
 - Approval to liquidate NV Energy Funds from Northern Trust and transfer to Chase bank and to award Cyber Security and Information Technology Scholarships.
 - Approval to transfer unrestricted funds for operations from Northern Trust to Chase Bank.

ESTIMATED TIME: 30 minutes

VIII. 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, and lead a discussion with respect to the following items:

- **FOR INFORMATION ONLY:**
 - Current board membership, industry matrix, candidate list, and planning for the FY2024-2025
- **FOR POSSIBLE ACTION:**
 - Vice Chair vacancy and nomination for approval.
 - Present [slate of officers, Trustee Emeritus appointment, nominations of new Board of Trustee candidates, renewal of terms, expired terms/resignations, and Board of Trustee term limits](#) for discussion and approval. (*Ref. #3.1*)
 - Pat Cowart, Chairman of the Board, will appoint [CSN Foundation Committee Chairs and Assignments](#) for approval. (*Ref. #3.1*)
 - [Proposed Calendar of Annual Meetings](#) for approval (*Ref. #3.2*)
 - Review, approve, and sign [Conflict-of-Interest Policy](#) (*Ref. #3.3*)

ESTIMATED TIME: 20 minutes

CSN Foundation Mission:

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

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 publication update

ESTIMATED TIME: 5 minutes

X. EXECUTIVE DIRECTOR REPORT

INFORMATION ONLY

Danita Simons, Executive Director, will provide an overview of activities that have occurred since the last CSN Foundation Board of Trustees Board Meeting, and lead a discussion with respect to the following items:

- CSN Foundation organizational structure and new positions update
- Development of new policies and procedures
- Grant applications and awards update for FY 2024-2025

ESTIMATED TIME: 5 minutes

XI. SCHOLARSHIP UPDATE

FOR POSSIBLE ACTION

Jocelyn Metoxen, Manager of Scholarships and Foundation Services, will provide an overview of activities that have occurred since the last CSN Foundation Board of Trustees Board Meeting, and lead a discussion with respect to the following items:

- Scholarship Awards for FY 2024-2025
- Spirit of CSN Grant Awards
- Meaningful Writing Experience annual scholarship

ESTIMATED TIME: 5 minutes

XII. STRATEGIC PLANNING SESSION

FOR POSSIBLE ACTION

The Board of Trustees will discuss, set, and approve successful strategic planning goals. All planning session ideas will be compiled by Danita Simons, Executive Director, and presented at the following CSN Foundation Board of Trustees board meeting in September 2024, for approval.

ESTIMATED TIME: 120 minutes

XIII. 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

CSN Foundation Mission:

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

XIV. PUBLIC COMMENT

(See foregoing notation regarding public comment)

INFORMATION ONLY

ESTIMATED TIME: 2 minutes

XV. ADJOURN

FOR POSSIBLE ACTION

ESTIMATED TIME: 2 minutes

Next CSN Foundation Board of Trustees Annual Board Meeting will be held in: June 2025, 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

CSN Foundation Mission:

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