

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
EXECUTIVE COMMITTEE MEETING

**MINUTES**

August 31, 2020

9:00-10:30am

ZOOM Meeting ID: 917 8141 1898

MEMBERS PRESENT: Dale Oliver  
Alison O'Dowd  
Brian Mistler  
Carly Marino  
Peter Alstone  
Jenn Capps

MEMBERS ABSENT:

OTHERS PRESENT: Kacie Flynn, SPF  
Russell Gans, Mitchell Law Firm, LLP

**I. Call to Order**

Dale Oliver called the meeting to order at 9:01 a.m. Introductions were made. Russell Gans, HSU SPF's retained legal counsel, was present as a guest presenter.

**II. Conference with Legal Counsel: Discuss/Consider initiation of litigation pursuant to Gov. Code § 54956.9(d)(4): (one potential case)**

Dale explained that in the course of a public meeting when something of a sensitive nature may arise, State law allows and provides for the governing body to go into executive session or a "closed meeting." This means that everything said or done in executive session is confidential.

**Action Item:** Dale Oliver m/s Alison O'Dowd "Motion to go into Executive Session."  
Motion approved unanimously.

The Executive Committee conferred with HSU SPF legal counsel regarding potential litigation. Confidential/privileged direction provided to legal counsel.

**Action Item:** Dale Oliver m/s Alison O'Dowd "Motion to end Executive Session."  
Motion approved unanimously.

*SPF Executive Committee Meeting  
August 31, 2020  
Page 2*

**III. Review Current Vacancies with Proposed Changes**

(Attachments A, B, & C)

The Executive Committee reviewed the vacancies with proposed changes for fiscal year 2020-2021 as outlined in Attachments B & C. Proposed slates for membership have been assembled from those who expressed interest in serving. Discussion ensued.

**IV. Nominations of 2020-2021 Committee Members**

The committee will submit the following slate of nominations at the Annual Meeting of the Board on September 29, 2020, for approval by the full board:

**Executive Committee – Standing**

Dale Oliver	President (Chair)
Peter Alstone	Vice President
Amber Gaffney	Secretary
Carly Marino	Treasurer
Jeff Kane	Chair, Finance Committee
C.D. Hoyle	Chair, Personnel Committee
Jenn Capps	Chair, Governance Committee

**Audit Committee – Standing**

Lynne Sandstrom (Non-Voting)	HSU Controller
Peter Alstone	Vice President (Chair)
Amber Gaffney	Secretary
Jeff Kane	Chair, Finance Committee
C.D. Hoyle	Chair, Personnel Committee
Jenn Capps	Chair, Governance Committee

**Finance Committee - Sequential Annual Appointments**

Jeff Kane	Faculty Director (Chair)
Pater Alstone	Faculty Director
Dale Oliver	President
Tom Jackson	Ex-Officio Director
Jason Ramos	Community Director
Carly Marino	Treasurer

**Personnel Committee – Sequential Annual Appointments**

C.D. Hoyle	Faculty Director (Chair)
__To Be Elected__	Faculty Director
Dale Oliver	Ex-Officio Director

**Incentives Committee – Sequential Annual Appointments**

Katia Karadjova	Faculty Director (Chair)
C.D. Hoyle	Faculty Director
Amber Gaffney	Faculty Director
__To Be Elected__	Faculty Director
Jason Meriwether	Ex-Officio Director
Amelia Towse	Student Director
Jason Ramos	Community Director

*SPF Executive Committee Meeting  
August 31, 2020  
Page 3*

**Governance Committee – Sequential Annual Appointments**

Jenn Capps	Ex-Officio Director (Chair)
Dale Oliver	President
Amber Gaffney	Secretary
Frank Whitlatch	Ex-Officio Director
Jason Ramos	Community Director
Amber Gaffney	Faculty Director
Katia Karadjova	Faculty Director
Amelia Towse	Student Director

**Investment Committee – Ad Hoc Advisory Committee for the 403(b) Retirement Plan**

Kacie Flynn (Non-Voting)	SPF Executive Director (Chair)
Carly Marino	Treasurer
Jeff Kane	Chair, Finance Committee
Jason Ramos	Community Director


**Action Item:** Alison O’Dowd m/s Carly Marino “Motion to recommend the above slate of 20/21 Officers and Committee Members, for approval by the board.” 4 Aye, 1 Abstention. Motion carried.

**V. Other**

**VI. Adjourn**

The meeting adjourned at 10:19 a.m.

Respectfully Submitted,

DocuSigned by:  
  
135B3BFCC2D2468...

Dale Oliver