

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
BOARD OF DIRECTORS BUSINESS MEETING

**MINUTES**

March 9, 2021

8:30-10:00 a.m.

ZOOM Meeting ID: 994 8018 9845

MEMBERS PRESENT: Dale Oliver  
Peter Alstone  
Taylor Bloedon  
Carly Marino  
Jeff Kane  
Amber Gaffney  
C.D. Hoyle  
Samantha Diel  
Katia Karadjova  
Jason Ramos  
Frank Whitlatch  
Jason Meriwether  
Amelia Towse

MEMBERS ABSENT: Jenn Capps  
Tom Jackson

OTHERS PRESENT: Kacie Flynn, HSU SPF  
Erika Wright, HSU SPF  
Sam Caudill, HSU SPF  
Denise Bettendorf, Accounting  
Dawn Arledge, CCRP

**I. Call to Order**

Dale Oliver called the meeting to order at 8:32 a.m.

**II. PI Presentation: Dawn Arledge, Executive Director, CCRP**

HSU's California Center for Rural Policy (CCRP) is a research and policy center committed to informing policy, building community, and promoting the health and well-being of people and environments. CCRP aims to conduct research and evaluation that can be easily understood and inform policy change.

They were established in 2005 by a diverse group of community members from four northern California counties (Del Norte, Humboldt, Trinity and Mendocino). CCRP has managed a portfolio of over 150 projects in the last 15 years. They would like to explore more partnerships

with HSU faculty to implement research grants by providing research and evaluation support, as well as expand opportunities for students to do applied research with CCRP.

**III. Time Certain 8:45- 9:00 am: Open Forum for the Campus Community**

There were no guest speakers present.

**IV. Review and Approval of Minutes of December 15, 2020 Board Meetings**

**Action Item:** Frank Whitlatch m/s Jason Ramos “Motion to approve the Minutes of the December 15, 2020 Board Meeting (Attachment A).” 12 ayes, 1 abstention. Motion carried.

**V. Incentives Committee Report**

Katia Karadjova gave a brief recap of the meeting that took place last week. The committee awarded 10 faculty members a total of \$26,247 in assigned time and \$21,000 in summer salary for a total Incentives Award of \$47,247 this academic year, as outlined in Attachment B.

The committee also agreed to amend the timeline for the 2021/2022 academic year RFA to run late summer through the end of fall. Next year awards will be confirmed prior to winter break, and reported out at each December Board meeting.

**Action Item:** C.D. Hoyle m/s Jeff Kane “Motion to accept the Incentives Committee Report.” Motion carried unanimously. 12 ayes, 1 abstention. Motion carried.

**VI. Finance Committee Report**

Jeff Kane gave a brief recap of their meeting that took place in last week as outlined in Attachment C. Denise Bettendorf of Financial Services presented the 2nd Quarter Financial Report ending December 31, 2020. For the first six months, the effective IDC rate was 11.6% which is a 0.3-point increase from the prior year.

In the first six months, the foundation submitted 133 proposals requesting \$34.5 million in funding. In that same time, SPF received 85 new awards totaling \$17.3 million.

Sarah Long, the Associate Director Auxiliary Accounting, gave a brief update on the banking transition from Bank of America to Wells Fargo. The process has been moving forward smoothly, and we are now officially live with Wells Fargo.

**Action Item:** Katia Karadjova m/s Jason Meriwether “Motion to accept the Finance Committee Report.” Motion carried unanimously.

**VII. Revised Local Agency Investments Fund (LAIF) Resolution**

In 2011, the SPF Board approved a resolution to authorize current HSU campus personnel the authority to act as agents to conduct business transactions of money in the Local Agency Investment Fund. Since that time, some listed individuals have left the University, while others

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now have different titles. As part of our banking transition, we've determined it is time to update our information. SPF Management is requesting approval to update the existing LAIF resolution.

**Action Item:** C.D. Hoyle m/s Carly Marino "Motion to approve the Revised Local Agency Investment Fund resolution as presented, and to authorize the SPF Board President to execute on the Board's behalf (REVISED Attachment D)." Motion carried unanimously.

**VIII. Other**

Peter Alstone proposed a new idea to establish a fund specifically to support research and scholarship that benefits historically marginalized communities in our region, with a focus on black, indigenous, and other people of color (BIPOC). This initiative could be supported with the first 20% of returned IDC. The rest of the returned IDC would then be distributed according to the existing policy (starting with the President's office, etc.). This fund would be focused on supporting research, scholarship, and creative activities that benefit BIPOC communities in our region, including direct support for BIPOC faculty and students at HSU who participate in research, scholarship, and creative activities. Discussion ensued.

Kacie Flynn suggested that as an initial step, they could run a pilot program by allocating 20% from the IDC returned to the Office of Research & Sponsored Programs, starting this year with \$40K. That way we could develop the program without immediately diminishing the incentive distribution model currently in effect. After the 'reserve build up' has been completed, and the full IDC return gets back to steady levels, the Board could then reconsider a more formal modification to the current approved distribution policy.

Frank Whitlatch suggested we use that first \$40K as a matching challenge to donors, and agreed to work with Kacie on that effort.

Dale solicited an informal 'sense of the Board' to determine if we are generally supportive of pursuing this proposed concept and exploring it through a pilot program. The members present were unanimously in favor. Carly Marino, Katia Karadjova, Dale Oliver, Taylor Bloedon, and Peter Alstone volunteered to work with SPF Management on the next steps and bring an update back to the full Board at a later date.

**IX. Adjournment at 9:31 a.m.**

Respectfully Submitted,

DocuSigned by:  
  
135B3BECC2D2468

Dale Oliver, President

DocuSigned by:  
  
08700C4E497B4C3

Amber Gaffney, Secretary