

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION
FINANCE COMMITTEE MEETING

MINUTES

November 30, 2018
3:00-4:00 pm
SBS 405

MEMBERS PRESENT: Lisa A. Rossbacher
C.D. Hoyle
Carly Marino
Jason Ramos

MEMBERS ABSENT: Alex Enyedi
Harold Zald

OTHERS PRESENT: Kacie Flynn, SPF
Andrea Barrera, SPF
Nalee Yang, SPF
Denise Bettendorf, Accounting

I. Call to Order

C.D. Hoyle called the meeting to order at 3:10 p.m.

II. Review 1st Quarter Financial Statements

(Attachment A)

Denise Bettendorf of Financial Services presented the 1st Quarter Financial Report ending September 30, 2018. For the first three months, the effective IDC rate was 12.6%, which is a 0.5-point decrease from the prior year. Thus far, SPF has earned 26% of their total budgeted operating revenue. If the trend continues, this would put the foundation on track to meet or exceed the revenue goals for the year.

Invoiced and unbilled Accounts Receivables (AR) of the Research Foundation totaled \$7.5 million, which was a \$2.5 million increase from the prior year. At the end of the 1st Quarter, there were 403 active projects with a total award portfolio of \$64.3 million. Comparatively, at this point in FY 17/18 there were 388 active projects with a total award portfolio of \$72.9 million.

Kacie Flynn presented Pre-Award metrics with year to date comparative data on routed proposals and new awards. In the 1st Quarter, the foundation submitted 53 proposals requesting \$14.6 million in funding. Of those proposals, 37 (70%) were \$25K or greater. In that same time, SPF received 51 new awards totaling \$10.6 million. Of those new awards, 33 (65%) were \$25K or greater (Strategic Plan Objective 4.3 – Increase Grants over \$25,000 by 30%).

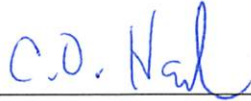
Kacie noted the proposal pipeline is \$75.4 million strong, citing over the course of the next fiscal year there are: 179 "Pre-Routing Proposals" in the que totaling \$45.5 million in potential submissions, 5 "Routings approved but not yet submitted" in the amount of \$5.5 million, and 103 "Proposals submitted still waiting on notification" totaling \$24.4 million requested.

III. Other

IV. Adjournment

The meeting adjourned at 3:33 p.m.

Respectfully Submitted,



C.D. Hoyle