

CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION  
EXECUTIVE COMMITTEE MEETING

**MINUTES**

September 15, 2023  
11:30am-12:00pm  
ZOOM Meeting ID: 860 9588 5884

MEMBERS PRESENT: Jenn Capps  
Amber Gaffney  
Shawna Young  
Jeff Kane  
Chrissy Holliday  
Frank Whitlatch

MEMBERS ABSENT: C.D. Hoyle

OTHERS PRESENT: Kacie Flynn, SPF  
Sam Caudill, SPF

**I. Call to Order**

Jenn Capps called the meeting to order at 11:32a.m.

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

(Attachments A, B, & C)

The Executive Committee reviewed the vacancies with proposed changes for academic year 2023-2024 as outlined in Attachments B & C. Proposed slates for membership have been assembled from those who expressed interest in serving. The attachments indicate how many years each Executive Committee member has served so far in their current position. The term limit per position is three years. Discussion ensued.

**III. Nominations of 2023-2024 Committee Members**

The committee will submit the following slate of nominations at the Annual Meeting of the Board on September 26, 2023, for approval by the full board:

**Executive Committee – Standing**

Jenn Capps	President (Chair)
Amber Gaffney	Vice President
Shawna Young	Secretary
Kevin Fingerman	Treasurer
James Woglom	Chair, Finance Committee
Amanda Hahn	Chair, Personnel Committee
Frank Whitlatch	Chair, Governance Committee

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**Audit Committee – Standing**

Sarah Long (Non-Voting)  
Amber Gaffney  
Shawna Young  
Jeff Kane  
Amanda Hahn  
Frank Whitlatch

Controller  
Vice President (Chair)  
Secretary  
Chair, Finance Committee  
Chair, Personnel Committee  
Chair, Governance Committee

**Finance Committee - Sequential Annual Appointments**

James Woglom  
Taylor Bloedon  
Jenn Capps  
Tom Jackson  
Jason Ramos  
Kevin Fingerman

Faculty Director (Chair)  
Faculty Director  
President  
Ex-Officio Director  
Community Director  
Treasurer

**Personnel Committee – Sequential Annual Appointments**

Amanda Hahn  
Shawna Young  
Chrissy Holliday

Chair, Personnel Committee  
Dean Director  
Ex-Officio Director

**Incentives Committee – Sequential Annual Appointments**

Kerry Byrne  
Taylor Bloedon  
Amber Gaffney  
C.D. Hoyle  
Chrissy Holliday  
Alice Zhang  
Jason Ramos

Faculty Director (Chair)  
Faculty Director  
Faculty Director  
Faculty Director  
Ex-Officio Director  
Student Director  
Community Director

**Governance Committee – Sequential Annual Appointments**

Frank Whitlatch  
Jenn Capps  
Shawna Young  
Jason Ramos  
C.D. Hoyle  
Kerry Byrne  
Amber Gaffney  
Jake Vargas

Ex-Officio Director (Chair)  
President  
Secretary  
Community Director  
Faculty Director  
Faculty Director  
Faculty Director  
Student Director

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

Kacie Flynn (Non-Voting)  
Kevin Fingerman  
James Woglom  
Jason Ramos

SPF Executive Director (Chair)  
Treasurer  
Chair, Finance Committee  
Community Director

**Action Item:** Jeffrey m/s Amber “Motion to recommend the above slate of 23/24 Officers and Committee Members, for approval by the board.” Motion carried unanimously.

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#### **IV. Other**

Taylor Bloedon was elected to a full four-year term and will be seated at the annual meeting. She previously served in an interim one-ear appointment.

C.D. Hoyle and Kerry Byrne, Faculty Directors, each have a leave/sabbatical through the academic year, but have both confirmed their intention to serve when available.

#### **V. Adjourn**

The meeting adjourned at 11:39 a.m.

Respectfully Submitted,

DocuSigned by:  
  
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Jenn Capps, Board President