

CAL POLY HUMBOLDT SPONSORED PROGRAMS FOUNDATION
ANNUAL MEETING OF THE BOARD OF DIRECTORS

MINUTES

Board of Directors
September 27, 2022
8:30-8:45 a.m.
Nelson Hall East, Room 106
&
Zoom Meeting ID: 994 8018 9845

MEMBERS PRESENT: Amanda Hahn
Amber Gaffney
Alice Zhang
Chrissy Holliday
James Woglom
Jason Ramos
Kerry Byrne
Kevin Fingerman
Shawna Young
Taylor Bloedon

MEMBERS ABSENT: C.D. Hoyle
Frank Whitlatch
Jake Vargas
Jenn Capps
Tom Jackson

OTHERS PRESENT: Kacie Flynn, SPF
Binta Wright, SPF
Sam Caudill, SPF
Kelly Dickey, Accounting
Tom Heuer, NFP Retirement
Pam Bowers, Social Work
Debbie Gonzalez, Social Work

I. Call to Order

Amber Gaffney called the meeting to order at 8:33 a.m.

II. Seating of New Board Members

Amber Gaffney welcomed one new Board member: Taylor Bloedon (Faculty, Kinesiology & Recreation).

Action Item: Jim Woglom m/s Shawna Young “Motion to formally seat Taylor Bloedon to the Board.” Motion carried unanimously.

III. Nomination and Approval of 2023-2024 Vice President of the Board

Action Item: Alice Zhang m/s Kevin Fingerman “Motion to approve Amber Gaffney as the 2023-2024 Vice President of the Board.” Motion carried unanimously.

IV. Nomination and Approval of 2023-2024 Secretary of the Board of Directors

Action Item: Taylor Bloedon m/s Amanda Hahn “Motion to approve Shawna Young as the 2023-2024 Secretary of the Board.” Motion carried unanimously.

V. Nomination and Approval of 2023-2024 Treasurer of the Board of Directors

Action Item: Shawna Young m/s James Woglom “Motion to approve Kevin Fingerman as the 2023-2024 Treasurer of the Board.” Motion carried unanimously.

VI. Nomination and Approval of 2023-2024 Committee Membership & Chairs

Action Item: Shawna Young m/s Kevin Fingerman “Motion to approve the slate of the 2023-2024 Committee Membership & Committee Chairs as outlined in Attachment A.” Motion carried unanimously.

VII. Annual Managerial Report

Kacie Flynn presented the Annual Managerial Report as outlined in Attachment B. No management changes occurred in 2022-2023. In total, there are twelve full time university employees, twelve full time auxiliary employees, and two part time student assistants. The foundation anticipates hiring two more full-time employees in the upcoming year .

Sponsored Programs Foundation had 954 unique employees on all grants and contracts. This is an increase of 188 employees from the previous year. Of these employees, 396 were students who benefited from both the learning experience of working on research projects as well as receiving \$1.5 million in direct pay and \$2.8 million in grant scholarships and stipends to help with their college expenses. The other 558 employees were faculty and staff who also benefited by being able to do research in their specialized field while receiving additional pay in the amount of \$12.8 million.

In April 2023, campus representatives participated in an all-day retreat to discuss the current state of Cal Poly Humboldt’s research infrastructure. The objective of that day was to frame out a shared vision of sustainable growth for the campus research community. To ensure the efforts of this group are seen through to completion, ongoing time commitments on these topics will need to be prioritized by campus stakeholders.

Shawna Young inquired about the threshold for when the foundation should bring on an additional staff in proportion to the grant portfolio. Kerry Byrne inquired about the foundation’s

*SPF Board of Directors Annual Meeting
September 26, 2023
Page 3*

relationship with the University as an auxiliary and the pros and cons of being an auxiliary vs. a stateside entity. Discussion ensued.

Action Item: Alice Zhang m/s Kevin Fingerman “Motion to accept the Annual Managerial Report.” Motion carried unanimously.

VIII. Annual Board of Directors Report

This report is provided by the Board President to recap last year’s board activity. Jenn Capps was not present to address questions, so it is being provided as an informational item at today’s meeting.

Action Item: Kevin Fingerman m/s James Woglom “Motion to accept the Annual Board of Director’s Report.” Motion carried unanimously.

IX. Annual Financial Report and Auditor’s Report

The Financial & Auditor’s Report was reviewed and accepted by the Audit Committee a few weeks ago, per the bylaws. It was subsequently forwarded to the Chancellor’s Office by the earlier September deadline and is being included today as informational only; no action need be taken. Kacie Flynn will recap the results in the Audit Committee Report during the business meeting that follows.


X. Adjournment at 8:58 a.m.

Respectfully Submitted,

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Amber Gaffney, Vice President

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Shawna Young, Secretary