



1. Call to order:

President ~ Marty Perrett	Present	Member at Large ~ Doug Crosby	
Vice President ~ Vivienne Reilly		Member at Large ~ Rodney Friend	
Executive Member ~ Lisa Thompson		Member at Large ~ Sheri Hensel	
Secretary/Treasurer ~ Crystal Nixon		Member at Large ~ Todd Thompson	
CEO ~ Dr. Tim Kitts	Present	Member at Large ~ Brandi McFaul	Present
Board Liaison ~ Tiffany Ennis		Member at Large ~ Dr. Iman Elkomy	
Member at Large ~ Tammi Brillard		BH PTSP ~ Nancy Crow	
Member at Large ~ Jerry Brown	Present	NBH PTSP ~ Michelle Kinard	
Member at Large ~ Deborah Arrington		Member at Large ~ Ben Burnham	

2. Approval of the Agenda

Motion to approve: Tim Kitts

Motion seconded: Jerry Brown

3. Approval of prior meeting minutes

Motion to approve: Tim Kitts

Motion seconded: Jerry Brown

4. Financial / Treasurer Report ~ Crystal Nixon: Buccaneer Spirit Scholarship negative balance - the Foundation committed to fund one of the \$500 scholarships but the funds were never allocated. We need to determine where \$500 will come from (NBH General or Main General). Decision to take funds from the NBH General (also yearly going forward as well). Crystal to make adjustments to financial report.

5. Donation Letter: Nothing to action.

6. Fundraisers Reports / Discussion / Chair positions:

- Winter Social-1/30/16: Brandi to create Winter Social spreadsheet. Advertise for Golf Tournament Director.
- Golf Tournament: In order to send out donation letters, Crystal needs to know the estimate of the benefit they received from golfing, since they were giving something of value in exchange for their donation. Chuck is moving but may have already secured a location for next year, Tim to verify. Need to advertise for Golf Tournament Director. Will also advertise for the Foundation Director position. Tim to create job descriptions (golf is complete) for Winter Social and Foundation Director commission-based positions. The Foundation Director would report to the board but would not sit on the board. Tim to get these done sometime in June. The Foundation Director will manage the Golf and Winter Social Directors and will keep a database of alumni-students who later become professionals who can donate.
- Yard Signs- Still signs at the front office at BHCA. All NBH signs were sold. \$400 has been collected to date. There is \$600 in inventory.



- Raffle Tickets- Raffle Tickets: Count in Athletic Complex or separate, independent item? In a previous meeting, it was decided to split the \$8,000 according to the original group percentages. Make independent going forward and no longer under the Athletic Complex. The 2014 Raffle Amount of \$18,400 needs to be pulled out of the Athletic Complex 2014 numbers. Make a note that that amount was designated to the Athletic Complex. Crystal to make adjustments to financial report.

## 7. Capital Campaign Reports

- Naming Campaign Leader ~ Dr. Iman Elkomy: Not present.
- Grant Search and Writer ~ Brandi McFaul: Nothing to report.
- Professional Group Leader ~ Dr. Iman Elkomy: Not present.
- Direct Clientele Leader ~ Doug Crosby/Jerry Brown: Nothing to report.

## 8. Action Items from prior meeting: None

## 9. New Business:

- Outdoor Classrooms (\$9,600): Anderson Associates have bids. Bottom line is we need final permit to get going.
- Mill Bayou Campus Update: Waiting for the DEP to say to DNH (property developers) that mitigation can happen.

## 10. Confirm next Foundation Board meeting date: July 23, 2015

## 11. Meeting adjourned: 1:15 PM

### Action Items Summarized

Responsible	Action	Deadline	Notes	Status
Crystal	Update Financial Report with payment to the Buccaneer Spirit Scholarship			
Brandi	Create Winter Social Project Plan	06/30/15	06/12: Brandi drafted and sent to Marty and Crystal	100%
Tim	Determine if Chuck secured a location for the Golf Tournament next year			
Tim	Create job description for Winter Social Director position	06/30/15		
Tim	Create job description for Foundation Director position	06/30/15		
Crystal	Update Financial Report with adjustments to the Raffle Ticket line item			