



TACOMA COMMUNITY COLLEGE  
BOARD OF TRUSTEES

6501 South 19<sup>th</sup> Street  
Tacoma, WA 98466

BOARD SPECIAL MEETING  
Wednesday, September 9, 2020  
3:00 p.m. – 4:00 p.m.  
Virtual Meeting (information below)

BOARD SPECIAL MEETING  
September 9, 2020  
Minutes

I. CALL TO ORDER

Lois Bernstein

Chair Bernstein called the meeting to order at 3:06pm

II. FOUNDATION

Bill Ryberg

- Tony Lindgren, the President of the Foundation Board started by introducing the Foundation Staff at TCC and the Foundation Board Members. Tony shared the mission of the foundation and a video from the Reach Higher Luncheon featuring TCC Alumna, Dawn Williams.
- Lynette Crumity, the Director of Development for TCC's foundation shared that the virtual Reach Higher "week" raised a record breaking \$170,00 this year. The community and board members provided strong support for the event even with everything constantly changing. Lynette shared the foundation's top organizational and individual donors. One of the foundations key initiatives is to raise money for scholarships. In the academic year of '20-'21 the foundation has awarded 254 scholarships totaling \$317,371. The foundation is in complete alignment with TCC's strategic goal towards EDI. This means that Scholarships are based on an array of qualities and needs so that as many students can access scholarships as possible.
- Bill Ryberg, Vice President of College Advancement provided an overview of the foundation's response to COVID-19 including extending scholarship deadlines, laptop distribution, and emergency student support. VP Ryberg shared the work done to find a way to provide funds to support employees in emergency situations. During an Extended Leadership Team meeting, the need for monetary support for employees experiencing hardship was discussed and brought to the foundation. The foundation felt that if we cannot support our employees, we could not expect them to be able to support our students. The foundation created the Employee Emergency Fund with grants up to \$500, which was unanimous support by the Foundation Board. The foundation has decided to make this emergency fund a permanent program. VP Ryberg shared the foundations financial position and that the foundation is going through there audit process right now. The foundation has a strong asset base with a majority being in restricted donor funds. While the foundation's budget shows expenses, exceeding revenues, the revenues predicted

is very conservative but the foundation felt it was important to provide the services that the college community needs and can use reserves to cover the shortfall if needed. The plan is to have the foundation strategic plan reviewed during the October 2020 board meeting. The foundation is moving forward with their fundraising campaign but it has slowed down a bit due to the current challenges. Once the strategic plan is complete, they will be able to move forward with the campaign.

### **Questions/discussion**

Vice Chair Shuman: How can the Foundation Board and TCC Board work together? - Tony: Help with identifying potential board members. Once the strategic plan is complete, the board can collaborate by supporting this plan and the fund raising campaign. – Lynette: You can also help by continuing to attend foundation events and bringing friends that will support TCC. We can also help by prepping you if you want to have meetings with individuals interested in donating.

Trustee Ryan: Have you established how much the fundraising campaign is focusing on raising? – Tony: Not yet, but will be working on solidifying this plan.

Trustee Dunbar: What may you be looking for in new board members? – Tony: Would like to bring on a few board members before the end of the year. Looking for those invested in the community and those who are ready and willing to fundraise.

### **III. ADJOURNMENT**

Lois Bernstein

Chair Bernstein thanked everyone for the presentation and with no further business asked for a motion to adjourn the meeting. Upon a motion by Trustee Ryan and seconded by Trustee Shuman, the Board unanimously approved to adjourn the meeting at 3:54pm.

Interpreters for people with hearing impairments and Braille or taped information for people with impairments can be provided. Please contact Karyssa Mathison, Office of the President at 6501 South 19<sup>th</sup> St., Tacoma WA 98466; Tel: 253/566-5169; Telephone Device for the Deaf TDD) 253/566-5139; or e-mail: [kmathison@tacomacc.edu](mailto:kmathison@tacomacc.edu).

#### Virtual Meeting Information

Login on your computer, tablet, phone or other electronic devices:  
<https://zoom.us/j/98791417414>

Join by phone: 1-253-215-8782  
Meeting ID: 987-9141-7414