



Executive Committee Meeting Minutes

Tuesday, July 6, 2011

10:00 a.m. (PST), Teleconference

Committee Members Present:

Dan Barnett, Chair
Chuck Creigh, Co-Vice Chair
John H.O. La Gatta, Treasurer

Stephen G. Wells, President, DRI
Gayle Crowell
Tom Gallagher

Committee Members Absent:

Mike Benjamin, Past Chair
Ian Rogoff

Lawrie Lieberman, Co-Vice Chair & Secretary
Stephanie Tyler, Audit Committee Chair

DRI Staff Present:

Russel Kost, Vice President for Development

Steve Salaber, Interim AVP Finance & Controller

Call to Order

Chairman Dan Barnett called the meeting to order at 10:05 a.m. Each attendee stated their name for the record. A quorum was present.

Dan requested a motion to approve the minutes of the June 14, 2011 meeting of the Executive Committee.

Stephen G. Wells motioned, Gayle Crowell seconded, and the committee unanimously:

Approved the minutes of the June 14, 2011 DRI Foundation Executive Committee Retreat

President's Report – Stephen G. Wells

President Wells updated the Committee on activities and events affecting DRI.

- DRI held its first ever Convocation – a campus-wide celebration of the academic and scientific awards received by DRI scientists.
- The Nevada state budget is completed and allocates a 9.9% budget reduction for DRI. A mandate for all state employees to take furlough has an additional financial impact on DRI – we will lose approximately \$500,000 in ICR. Combined with the cuts – it equates to a 13.2% reduction in the state funded portion of DRI's overall budget.
- Dr. Wells noted the passing of former DRI President Dr. James Taranik. DRI will host a memorial service on its campus on September 12, 2011 at the request of the family.
- Dr. Steven W. Squyres was announced as the 2012 recipient of the DRI Nevada Medal, with the Dinners to occur Tue, April 24, 2012 (Reno) and Wed, April 26, 2012 (Las Vegas).
- Dr. Wells reported on physical improvements on DRI's campuses in Reno and Storm Peak.

Dr. Wells suggested asking Kristin to become a Fellow.



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Chairman's Report – Dan Barnett

The Chairman reviewed the agenda for the July 15, 2011 Board of Trustees meeting. His report will focus on the three primary roles of the Board of Trustees: 1) support the DRI Nevada Medal Dinner with their own table purchase; 2) identify and bring prospective donors to the Dinner; and 3) bring prospective donors to the attention of DRI. During the review of the agenda, committee members suggested that certain activities be accomplished in advance: the creation of three email templates for use by Board members – one introducing DRI to a general prospect; one introducing a prospective board member to DRI; and, one about the DRI Nevada Medal Dinner. Board members will be asked, in advance of the meeting, to review their rolodex and identify a single prospect for DRI. Gayle Crowell has created a dashboard that will track the progress of the Board towards the stated fundraising goals. The dashboard is a visual tool – not a financial reporting or accounting tool – and will be posted on the DRI Foundation Trustee web portal. It was recommended that DRI consider offering a seminar / webinar targeting corporations, on the topic of sustainability / sustainable practices. It was recommended that discussion be encouraged as part of each of the Committee chairs' reports.

Treasurer's Report – John H. O. La Gatta

Dan asked for a review of the DRI Foundation FY2011 budget and fiscal year end numbers. Treasurer John H.O. La Gatta, asked staff for all reports going forward that staff includes comparisons for the same time period against the previous two years. \$68,000 was reported as unrestricted income. Year to date income was reported as \$263,249; operating and unrestricted program expenses were \$39,527 and \$91,118 for a total of \$130,645. The DRI Foundation balance on June 30, 2011 was \$173,740 (all numbers are unaudited). Following discussion, Stephen G. Wells motioned, Tom Gallagher seconded, and the committee unanimously:

Accepted the Treasurer's Report

Development Committee Report – Chuck Creigh

Committee Chair Chuck Creigh reported on the calls and solicitations that he has been making to board members for support of the DRI Annual fund. He has been following the schedule identified at the Executive Committee retreat. The Committee congratulated him on his good results to date. There was discussion about how donors account for their giving - on a calendar year versus DRI's accounting for funds received on a fiscal year (July 1 – June 30). Steve Salaber was asked to run, for reporting purposes only, the funds raised during the calendar year (Jan 1, 2011 to date). He will work with Stephanie Tyler to help create potential corporate giving levels.

Board Governance Committee Report – Lawrie Lieberman

No report as Lawrie was unable to attend the meeting.

Audit Committee Report – Stephanie Tyler

No report as Stephanie was unable to attend the meeting.



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Development Report – Russ Kost

Russ Kost reported on the completion of the DRI web site online, monthly giving capability. Staff is preparing the web page for the announcement of the DRI Nevada Medal Dinner. The Development office is undergoing staff changes and has also been impacted by the DRI budget reductions. The gift / database coordinator position is no longer being funded. Karen Severin is taking the role of the GreenPower administrator. Russ Kost is drafting a new job description that will incorporate Annual Giving, support of the operations of the Board, and database / gift entry. Recent solicitations and proposals submitted to foundations were described

Public Comment

No public comment.

Meeting adjourned at 11:30 a.m.