



Executive Committee Meeting Minutes
Friday, October 01, 2010
10:00 a.m. (PST)
(Teleconference)

Committee Members Present:

Dan Barnett, Co-Vice Chair
Chuck Creigh, Co-Vice Chair
John H. O. La Gatta, Treasurer
Lawrie Lieberman, Secretary
Tom E. Gallagher
Stephen G. Wells, President, DRI

Committee Members Absent:

Mike Benjamin, Chair
Jeff Shaw, Chair, Audit Committee

Staff Present:

Cleve McDaniel, SVP, Finance & Administration, COO
Russel Kost, VP, Development
Karen Severin, Executive Assistant

Call to Order

Co-Vice Chair Chuck Creigh called the meeting to order on October 1, 2010 at 10:03 a.m. He asked for a motion to approve the minutes of the September 2, 2010 Executive Committee Meeting. Dan Barnett moved, Lawrie Lieberman seconded, and the Committee unanimously:

Approved the minutes of the September 2, 2010 Executive Committee Meeting

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

Treasurer John La Gatta suggested a potential revision of the fiscal year 2011 budget to include the designated program fund goals of \$100,000 each for DAS, DEES, DHS, and graduate scholarships, as well as the remaining balance of the Maxey Addition loan. Cleve clarified that the budget is not presented to the Board of Regents, but is a realistic target and expectation of revenue and expenses. Dan recommended having each Funding Initiative Committee chair give a short update on their progress at the October 22 Board Meeting at which time the board can decide whether to proceed with the revision.

John also brought up for recommendation to the October 22 Board Meeting an amendment to the proposed Investment Policy which reads, "Concurrent with the approval of the Investment Policy, a motion to require the Finance and Investment Committee to review and amend the policy within one year, with specific emphasis on but not limited to, the areas of risk and investment vehicles." Russ announced the DRI Foundation does not as yet have an Asset Allocation or Investment Manager. As funds are raised, the DRI Board of Trustees will have professional investment counsel and the board will play an important role in hiring that company. Dr. Wells moved, Dan Barnett seconded, and the Committee unanimously:

Recommended the DRI Board of Trustees approve the DRI Foundation Investment Policy, and a motion to require the Finance and Investment Committee to review and amend the policy within one year, with specific emphasis on but not limited to, the areas of risk and investment vehicles.

Audit Committee Report

The audit is finished and there was one item that will be brought to the board at the October 22 meeting. The actual food and beverage expense for the Nevada Medal Dinner came in over budget by \$36,108 (63%). Per DRI Foundation Policies and Procedures: "All budget operating expense overages greater than ten percent will be reported and explained at the first board meeting after the overages are incurred." In addition, "Any amounts expended in excess of more than ten percent of the approved budget require the approval of the Board of Trustees." Russ noted that this overage did not affect the net profit for the event.

11:00 a.m. – Due to a conflict on his calendar John La Gatta excused himself from the meeting at this time.

Board Governance Committee Report – Dan Barnett

The committee met this morning but did not have quorum. There is one more meeting scheduled before the October 22 Board Meeting. Committee members in attendance this morning discussed the slate of prospective trustees.

In a separate sub-committee meeting Dan, Mike, and Russ organized a plan for contacting the 21 prospective trustees. At this time four candidates have accepted, four are close to accepting; Bill Botts is in the process of contacting four prospects; Dan and Lawrie will meet with another prospect this weekend; and 12 more candidates are in various stages of cultivation. Dan indicated it would be helpful to have well-known figures such as Francis Collins or Robert Ballard as fellows to attract trustees on a national level. He noted Dr. Wells is working on this idea.

Chuck had two other recommendations including a local physician and a newly retired businessman that he will work with the Board Governance Committee / Russ to cultivate.

Dan, Chuck, and Mike have reviewed the succession plan going out several years. Some of the 2011 committee chairs and officers have not been contacted yet but will be done prior to the board meeting.

Dr. Wells mentioned how pleased he was with where the Foundation is going with new board members.

Dan reported that Gayle Crowell and Sandy Masters put together an easy to understand board evaluation containing seven criteria for measuring both current and new board members. Each board member will perform a self evaluation, the scores tallied, and a summary presented to the board to identify the strengths and weaknesses of the board for use when recruiting new trustees.

Development Committee Report – Chuck Creigh

The funding initiative committees have met sporadically over the summer, it has been tough to get everyone together. Chuck will contact the committee chairs to get an update and a list of contact names and status to present at the board meeting.

Executive Committee Report – Chuck Creigh

Mike will contact Kristin McMillan to replace Jeff Shaw as the Audit Committee Chair for the remainder of 2010.

Russ reviewed the October 22 Board Meeting Agenda for everyone present and Chuck requested a motion to approve. Dr. Wells moved, Tom Gallagher seconded, and the Committee unanimously:

Approved the Agenda for the October 22, 2010 DRI Foundation Board of Trustees Meeting.

A motion to recommend the DRI Foundation hire an event planner for the 2011 Nevada Medal Dinners was tabled. Russ is meeting with the planner later today and will forward information to the Executive Committee before the board meeting.

The publication, "Priorities 2010-2011," was mailed out recently. Dan suggested having extra copies available at the board meeting. Lawrie recommended preparing a cheat sheet to explain the financial changes between 2008 and 2009. He agreed to help craft some bullet points in anticipation of questions regarding trend lines, funding sources, and expenses and how this will affect future budgets.

Development Report – Russ Kost

The Development Office has a new graduate research student funded by a grant from NSHE. Cecilia Gomez, a student at UNLV, started today and her primary focus will be on grant applications to foundations specifically those that will benefit the Funding Initiatives.

President's Report – Dr. Stephen Wells

DRI is working diligently to update the strategic plan which will be very critical to the Foundation. Previously the goal was set to make Woods Hole, the oceanographic institution, an aspirational peer. Dr. Wells wanted to know if the Foundation was still interested in reviewing Woods Hole in regards to their fundraising activities and strategies. Both Chuck and Dan voiced their endorsement of the idea of using this well known institution to learn from. Dr. Wells also felt it was a good idea for DRI to do their own analysis of who our peers are as a source of reference not only for ourselves but for periodic inquiries from the Board of Regents and/or our legislative representatives.

Cleve mentioned that at one time the Foundation discussed taking a trip to Woods Hole to meet with their faculty and staff. Chuck and Dan felt this would be an excellent bridge building tool and a way to study their foundation's best practices.

Public Comment

No public comment.

The next meeting will be Thursday, October 21, 2010 for the DRI Foundation Board dinner followed by the DRI Foundation Board of Trustees Meeting on Friday, October 22, 2010.

Meeting adjourned at 11:25 a.m.