



Annual Meeting – Austin, TX

February 14, 2019

1. Call to Order – Matthew Busby
2. Consideration of and Possible Action to Approve the Minutes of February 22, 2018
3. Consideration of and Possible Action to Approve the Financial Report – Randy Truxal
4. President's Report (see addendum)
5. Nominating Committee Recommendations – Dr. Pyeper Wilkins
6. Election of Officers & Directors
7. Announcements
8. Adjourn

# **Texas Association of Community College Foundations Annual Meeting, February 22, 2018**

## **Minutes**

### **Call to Order**

Matthew Busby called the meeting to order at 1:00 p.m.

### **Minutes**

The minutes for the February 16, 2017 Annual Meeting were presented and approved.

### **Financial Statements**

Randy Truxal presented the financial report as of December 31, 2017. The TACCF bank balance was \$54,346.33. In addition, TACCF holds two certificates of deposit: Scholarship CD at \$11,565.97 and Reserve CD at \$10,514.53 for total assets of \$76,426.83. The preliminary Income and Expense Report for 2017 TACCF Annual year showed a net balance of \$32,522.25 with final conference expenses pending. Financial report was approved.

### **President' Report**

Matthew Busby presented his report including the alignment of the Board of Directors to include 11 positions instead of the previous 10 with each position having a set term. The past president will serve a one-year term instead of two years and the vice president position becomes a vice-president/president elect position. Mr. Busby reported on the updated website with online registration for membership, conference, scholarships and conference proposals. Included in the members only section (passcode: TACCF) are previous conference notebooks and presentations, detailed member directory and expert directory. Mr. Busby also reported on the CFRE partnership which is a three-year MOU with CFRE International to be a "participating organization." This partnership waives all provider fees TACCF would have otherwise incurred annually to certify conference presentation and provides a 20% reduced application fee for certification. Mr. Busby reported 17 CFRE within the current TACCF membership. Mr. Busby reported a 2018 high of 43 institutional members in TACCF.

Mr. Busby shared his special thanks with TACCF Board of Directors Mary McQueen, Randy Truxal, Pyeper Wilkins, Michelle Alexander, Amy Bawcom, Kristen Bennett, Derald Bulls, Kat Neilson, and Shad Racso. He also recognized work of the Nominating Committee: Pyeper Wilkins, Amy Mundy, Debbie Sharp, Kat Neilson, and Pat Warford. Other recognitions included the Website Task Force with Kristen Bennet, Jasmine Pope Collier, Nicole Robinson, Kat Neilson and Lisa Vazquez; and the Bylaws Task Force with Kathy Hendricks, Amy Mundy, Shelby Gould and Clarissa Martinez.

### **Conference Report**

Mary McQueen reported registrations for the 2018 conference at 76, slightly over the 2017 number of 75. Sponsorship income increased to \$31,500 over the previous year's \$16,500. Ms. McQueen also reported the addition of Executive Track sessions on Friday. Potential options for the 2019 conference included online payment options and conference handouts provided on the TACCF website.

### **Approval of Revised Bylaws**

Matthew Busby presented the revised TACCF Bylaws as prepared and recommended by the Bylaws committee. Revised Bylaws were approved.

### **Approval of Revised Articles of Incorporation**

Matthew Busby presented the revised Articles of Incorporation to align with the revised Bylaws. Revisions were approved.

### **Election of Directors and Officer**

The proposed slate of Officers and Directors with amended terms was reviewed.

President	Matthew Busby, College of the Mainland (2017-2019)
VP/President Elect:	Mary McQueen, Del Mar College (2017-2019)
Past President:	Michelle A. Alexander, Vernon College (2017-2018)
Secretary:	Dr. Pyeper Wilkins, Dallas County Community College District (2017-2019)
Treasurer:	Randy Truxal, Grayson College (2018-2020)
Director:	Kristen Bennett, Trinity Valley Community College, (2017-2019)
Director:	Shad Rasco, Dallas County Community College District, (2017-2019)
New Director	Derald Bulls, Paris Junior College (2018-2020) (additional term)
New Director:	Nicole Robinson, Lone Star College (2018-2020)
New Director:	Amy Lynch, Texas State Technical College (2018-2020)
New Director:	Jennifer Graham, Temple College Foundation (2018-2020)

The slate was approved.

### **Announcements**

- Scholarship Recipients were: Deborah Martin, Alamo College; Dana Smithhart, Angelina College; Phil Shackelford, Blinn College; Wendy Martel, Central Texas College; Madeline Madden, Coastal Bend College; Robert Suggs, Del Mar College; Alaska Harris, Kilgore College; Pam Warford, Lee College; Sagan Adams, Lee College; Fiona Burnett, Lone Star College System; Kim Patterson, McLennan Community College; Rebecca Bell, Midland College; Taylor Shub, Midland College; Doug Milbauer, North Central Texas College; Jessica Pace, Panola College; Elke Ornelas, San Jacinto College; Melissa Peters, San Jacinto College; Tiffany Hernandez, Tarrant County College Foundation; Debbie Philpott, Temple College Foundation; Cynthia Vivian, Victoria College

### **Adjourn**

The meeting adjourned at 1:45 p.m.

**Texas Association of Community College Foundation**  
**Financial Report**  
**January 1, 2018 – December 31, 2018**

		Balance	Variance
Chase Bank Checking	01/01/2018	\$54,346.33	
Chase Bank Checking	12/31/2018	\$82,458.33	\$28,112.00
Scholarship CD (8315)	01/01/2018	\$11,565.97	
Scholarship CD (8315)	09/30/2018	\$11,587.71	\$ 21.74
Scholarship CD (8316)	01/01/2018	\$10,514.53	
Scholarship CD (8316)	09/30/2018	\$10,534.30	\$ 19.77

TACCF cash position improved \$28,112.00 from January 1, 2018 to December 31, 2018. Scholarship CD 8315 and Reserve CD 8316 position improved \$21.74 and \$19.77 through September 30, 2018.

**Texas Association of Community College Foundation Assets**

	2017	2018	Variance
Chase Checking	\$54,346.33	\$84,458.33	\$58,265.51
Scholarship CD (8315)	\$11,565.97	\$11,587.71	\$ 21.74
Scholarship CD (8316)	\$10,514.53	\$10,534.30	\$ 21.77
<b>Total</b>	<b>\$76,424.83</b>		

\*\* As of October 1, 2019, CD 8315 and 8316 were placed into TACCF checking account, a total of \$22,122.01

**Income & Expenses for Fiscal Year 2018**

**Income**

Membership, Conference Registrations & Sponsorships \$54,362.41

**Expenses**

Conference Reimbursable \$ 2,101.44

Myles Pennington \$ 2,450.00

Insurance \$ 1,726.00

Speakers \$10,078.82

Refunds \$ 3,150.00

Renaissance \$18,162.64

**Total** **\$45,218.30**

Income \$54,362.41

Expenses (\$45,218.30)

Balance (Net) \$ 9,144.11

**Texas Association of Community College Foundations  
Financial Report  
January 1, 2019 – January 31, 2019**

		Balance	Variance
Chase Bank Checking	01/01/2019	\$82,458.33	
Chase Bank Checking	01/31/2019	\$87,208.30	\$4,749.97

The cash position in the Texas Association of Community College Foundations increased \$4,749.97 from January 1, 2019 to January 31, 2019.

**2019 Texas Association of Community College Foundations  
Income & Expenses for December 2018**

**INCOME**

Memberships and Conference	\$4,749.97
<b>TOTAL INCOME</b>	<b><u>\$4,749.97</u></b>

**EXPENSES**

	\$0,000.00
<b>TOTAL EXPENSE</b>	<b><u>\$0,000.00</u></b>

Income	\$4,749.97
Expenses	<u>\$0,000.00</u>
Balance (Net)	\$4,749.97

## 2019 President’s Report

### 1. Strategic Positioning Approach & Successes

- a. Record Growth in every facet: membership; conference attendance; revenue & supporters; involvement of members. Most importantly, growth in the ways TACCF is a resource to our membership, individually and institutionally.
- b. Continued increase in resourcefulness expected with sustainability a board focus this year.
- c. Strategic Plan
  - i. Develop capacity for TACCF data depository
    - 1. Researched & created a survey and document collection
    - 2. In-Progress towards member completion w/ more than 1/3 members having completed.
    - 3. NEXT Texas-specific Data collation; data tables; infographics
  - ii. Develop opportunities for enhanced professional development
    - 1. Regional executive director meeting
    - 2. Webinars
    - 3. Mentorship
  - iii. Explore opportunities for CFRE support
    - 1. Researched roadblocks and options to remove
    - 2. Launched CFRE Roadmap workshop
    - 3. NEXT explore avenues of webinars & scholarships
  - iv. Explore interactive forum for information exchange
    - 1. ON HOLD
    - 2. NEXT possible moot point when 3 projects meld:
      - a. Annual Data project
      - b. Listserv refinement (administrator; website history)
  - v. Increase participation in TACCF
    - 1. Institutional Membership**
      - a. Highest Record in 2019

2019	2018	2017	2016	2015	2014	2013
<b>48</b>	43	39	28	<b>23</b>	24	20

### 2. Conference

- a. Highest Records in 2019 for attendance, sponsorships, schedule

<b>Conference Attendance (member attendees only)</b>						
2019	2018	2017	2016	2015	2014	2013
<b>87</b>	76	75	44	<b>43</b>	37	30
<b>Conference Sponsorships</b>						
<b>\$35,500</b>	\$31,500	\$16,500	\$5,500	<b>\$5,500</b>	\$2,500	\$2,500

### 3. ‘Other’

- a. Promise Convening co-sponsored with TACC & Texas Pioneer
- b. Task Forces: Data; Professional Development; CFRE

## 2. Operational Improvements

- a. Launched online payment options
- b. D&O policy for board of directors
- c. Regular updates to website and member directory

## 3. People who made it all happen (over 37)

### a. TACCF Board of Directors

- i. Mary McQueen, Randy Truxal, Pyeper Wilkins, Nicole Robinson Gauthier, Kristen Bennett, Derald Bulls, Jennifer Graham, Shelby Gould, Matthew Busby, *Shad Rasco, Jessica Pace, Kathy Hendrick*

### b. Nominating Committee

- i. Pyeper Wilkins, Amy Mundy, Debbie Sharp, Pam Warford

### c. 2019 Conference

- i. **Committee & sub-committees:** Mary McQueen, Kristen Bennett, Nicole Robinson Gauthier, Rebecca Bell, Phil Shackelford, Shad Rasco, Maria Tripovich, Ruth Keenan, Jessica Pace, Kathy Hendrick, Bea Emanuel-Sims, Jasmine Collier
- ii. **Presenters:** Tracee Watts, Jennifer Graham, Mary McQueen, Pyeper Wilkins, Kristen Bennett, Matthew Busby, Adrienne Thompson, Kim Patterson, Michelle Alexander, Adrienne Thompson, Shelley Cotton, Tracy Dougherty, Mitch Andrews, Susan Farrington, Dolores Gross, Michael Hageloh, Nicole Robinson Gauthier, Jon McCullough, Amy Mundy, Susan Summers

### d. Professional Development Task Force

- i. Nicole Robinson Gauthier, Rebecca Bell, Kathy Hendrick, Adrienne Thompson, Kim Patterson

### e. Data Depository Task Force

- i. Jennifer Graham, Phil Shackelford, Amy Mundy, Katie Andrus, Kim Patterson

### f. CFRE Task Force

- i. Kristen Bennett, Liz Sisk, Pam Warford, Karen Silva, Tiffany Hernandez

### g. Listserv - Website

- i. Susan Prukop, Jessica Pace

## Future Outlook:

1. Sustainability plan of action by board addressing revenue/expenses and operational management. I have recommended more focused-diverse funding sources as well as the hire of an administrator.
2. Listserv Refinement for better utilization and efficiency
  - a. History in members only section of website
  - b. Management for reduction of repeated questions and individual redirection of questions and answers.
3. Possibilities:
  - a. Purchasing Consortium
  - b. TACCF member research project



To: Matthew Busby, TACCF President

From: TACCF Nominating Committee: Amy Mundy, Debbie Sharp, Pam Warford, and Pyeper Wilkins

Date: January 28, 2019

The TACCF Nominating Committee respectfully submits the following slate of nominees for the TACCF Board of Directors, for consideration by the membership at the 2019 Annual Conference:

Accepted by the full TACCF Board of Directors on January 30, 2019 and moved to the full membership to accept as follows:

Board Position	Board Role	Director's Name	Term
1	President	Mary McQueen	19-21
2	Vice-President/President-Elect (Vacated by Mary McQueen)	Kristen Bennett	19-21
3	Past-President	Matthew Busby	19-20
4	Treasurer	Randy Truxal	18-20
5	Secretary (Extending Term)	Pyeper Wilkins	19-21
6	Board Director (Vacated by Kristen Bennett)	Kathy Hendrick	19-21
7	Board Director (Vacated by Shad Rasco)	Jessica Pace	19-21
8	Board Director	Nicole Robinson	18-20
9	Board Director	Jennifer Graham	18-20
10	Board Director	Derald Bulls	18-20
11	Board Director (Replaced Amy Lynch Dec. 2018)	Shelby Gould	18-20