

# Cal Poly Humboldt FOUNDATION

## Minutes of the BOARD OF DIRECTORS

Friday, March 28, 2025  
10:00 AM Pacific Time

Humboldt Bay Aquatic Center, Room 203  
Eureka, CA

### Members Present:

Jack McGurk, Chair  
Jason Carlson, Treasurer  
Mark Johnson, Executive Director &  
Secretary  
Mike Fisher, Staff Representative  
Eden Donahue, Faculty Representative  
Philip Anton, Member  
Ken Fulgham, Member  
Scott Hunt, Member  
Carin Kaltschmidt, Member  
Jennifer Keller, Member  
Robin Quigley, Member

### Members Absent:

Robin Smith, Immediate Past Chair  
Michael Spagna, University President  
Jordan Kemme, Student Representative

**Guests:** Kelly Ayala, Jenn Capps, Adrienne Colegrove-Raymond, Jeff Crane, Ana Davis, Kevin Furtado, Sabrina Graham-Martinez, Sara Hanna, Jenna Hanson, Chrissy Holliday, Erin Kelly, Stephanie Lane, Stacie Lyans, Cyril Oberlander, Angie Petroske, Nick Pettit, Jamie Rich, Eric Riggs, Gary Rynearson, Guido Setton, Connie Stewart, Travis Williams, and Teresa Wilmott

A regular meeting of the Cal Poly Humboldt Foundation Board of Directors was held on Friday, March 28, 2025 at 10:00 AM in Room 203 of the Humboldt Bay Aquatic Center in Eureka, CA.

### 1. Call to Order/Roll Call/Land Acknowledgement

The meeting was called to order by Board Chair, Jack McGurk, at 10:02 AM.

## 2. Public Comments

Cyril Oberlander, University Library Dean, shared a handout with Board Members highlighting National Library Week, updates to donor-funded projects at the Library, a reminder to attend ideaFest in May, and a donor support wish list.

## 3. Acceptance of Minutes from the October 18, 2024 Meeting

Upon motion duly made (Ken Fulgham), seconded (Mark Johnson) and unanimously carried, it was:

RESOLVED, that the Minutes of the October 18, 2024 meeting are accepted.

## 4. Chair's Remarks

Jack McGurk, Board Chair, informed the Board Members that the annual meeting has been rescheduled to October 3, 2025 and that Giving Day is on April 2, 2025.

## 5. Committee Reports

Jack McGurk, Chair of the Executive Committee, reported that during the last Executive Committee meeting, held on March 14, 2025, the committee heard reports from Committee Chairs, discussed Board Member giving, and passed two resolutions:

1. Recommending President Spagna appoint 3 new members to the Foundation Board - Sherman Schapiro, John Ballard, and Dan Phillips;
2. Recommending the Board approve of amending the gift terms of the Mariam G. Graham Endowed Scholarship to apply to scholarships instead of loans and to make a special exception to the distribution policy for this fund.

Carin Kaltschmidt, Chair of the Donor Intention & Fulfillment Committee, reported that during the Donor Intention & Fulfillment Committee meeting held on March 7, 2025, guest speaker Mira Friedman, MSW, Lead for Health Education and Clinic Support for Student Health and Wellbeing Services at Cal Poly Humboldt, provided a funding impact presentation on the OhSNAP! Student Food Programs. The committee also received a Check 5 Report and updates on the Current Use Funds Report process and the Humboldt First Scholarship initiative.

Jason Carlson, Co-Chair of the Finance & Investment Committee, reported that since the annual Board meeting in October, the Finance & Investment Committee has met for two RVK Finance "Workshops" and one Committee meeting. Quarterly Investment Performance reports were provided at each workshop. As of December 2024, the rate of return on the Foundation's investments was 2.7% for an ending market value of \$51.4 million for the 2nd Quarter and asset allocations were in compliance with the target allocations. With the pending sales of two properties, and in order to keep the Foundation's allocation to real estate within its target range, RVK presented recommendations (4) for a new Real Estate Manager. After discussion, the committee passed a resolution to commit up to \$4.5 million to Harrison Street Core Property Fund

as an additional real estate manager. Lastly, the committee reviewed the unaudited Quarter 2 financial statements.

Scott Hunt, Chair of the Audit Committee, had nothing to report at this time.

## 6. Executive Director's Report

Mark Johnson, Executive Director of the Cal Poly Humboldt Foundation, provided the following updates to the Board:

- The University's new research vessel, the R/V North Wind, arrived in Humboldt Bay on March 5, 2025.
- The CSU Board of Trustees has not yet named a new President for Cal Poly Humboldt.
- The Governor's proposed state budget included a \$375M cut to CSU system which translates to a \$13M reduction to Cal Poly Humboldt. Discussions are underway regarding how each division will accomplish their portion of the cut, with each area presenting 5- 7- and 9% reduction proposals detailing the level of impact these cuts would make.
- A hiring chill has been implemented, raising the bar for hiring and requiring Vice President approval for each position.
- A Voluntary Separation Incentive Program (VSIP) will be put into effect the first week of April - the intent of which is to provide a voluntary window through which folks close to retirement or otherwise want to depart can separate with a paid 6 month's salary, thus opening positions to help solve budget reductions and possibly prevent layoffs.
- Advancement's Development team has continued the momentum established during the Boldly Rising Campaign, so far raising \$7.26 million in philanthropic donations for this fiscal year. Prior to the campaign, the average amount raised in a year was \$5.4 million.
- A contract has been signed with a consulting firm to analyze University Advancement's structure and the processes of the last campaign and to provide recommendations for the next campaign, tentatively scheduled to begin in 2026.
- Programming for the Mobile Alumni Center, or Sasquatch, has begun, including local events such as the Clam Beach Run and the Prairie Creek Bicycle Day, as well as a road trip for Alumni events in Eugene, Portland, and Seattle, among others. The RV also acts as a mobile road sign, attracting attention as it travels.

## 7. Acknowledge Board Appointments

Members of the Board of Directors are appointed by the President of Cal Poly Humboldt. The Board of Directors formally acknowledges these appointments:

Independent members are appointed to serve a term of three years and may be reappointed to serve a second three-year term, after which they must leave the Board for at least one year. In addition, the President is required to appoint at least one faculty, one staff, and one student member for one-year renewable terms.

Upon motion duly made (Scott Hunt), seconded (Jennifer Keller and Robin Quigley, simultaneously) and unanimously carried, it was:

RESOLVED, that the appointment of the following individuals to the Board of Directors of the Cal Poly Humboldt Foundation by the President of Cal Poly Humboldt is acknowledged by the Board of Directors:

For a regular three-year term:

John Ballard (effective June 1, 2025)

Dan Phillips (effective June 1, 2025)

Sherman Schapiro (effective April 1, 2025)

#### 8. Hoopa Guarantee Initiative for Scholarships

Teresa Wilmott, Associate Vice President of Development, shared with the Board that the Foundation received a gift in October 2024 to establish a scholarship fund to be used for loans to Hoopa students. Should circumstances warrant it, the gift language allows for adjustment of the terms by the Board of Directors. After discussions with Dr. Chrissy Holliday, the Vice President of Enrollment Management & Student Success, Adrienne Colegrove-Raymond, Special Assistant to the President for Tribal & Community Engagement, the donor's attorney, and the donor's next of kin, the recommended course of action is to amend the gift terms to apply to scholarships instead of to loans.

During the March 14, 2025 Meeting of the Cal Poly Humboldt Foundation Executive Committee, the following resolution was passed:

WHEREAS the estate gift received by the Foundation in October 2024 to establish the Mariam G. Graham Endowed Scholarship states it should be used for "loans to native Hoopa Indian students enrolled at Humboldt State University" and further states that "if, in the judgment of the Trustees [Cal Poly Humboldt Foundation Board], changed circumstances should at some future time render the designated use of this Fund no longer appropriate, then the Trustees shall continue to use the Fund as an endowment to further the general objects and purposes of Humboldt State University," and

WHEREAS the original donors are no longer living and communications with living relatives have been unsuccessful,

THEREFORE BE IT RESOLVED that the Cal Poly Humboldt Foundation Executive Committee recommends to the Foundation Board approval of amending the gift terms of the Mariam G. Graham Endowed Scholarship to apply to scholarships instead of loans, and

WHEREAS the existing distribution policy would delay the distribution of funds until after a full investment cycle, and

WHEREAS the University intends to launch a scholarship initiative in Fall 2025 called the Hoopa Guarantee wherein scholarships will be awarded to all Hoopa students who are federally enrolled Hoopa tribal members,

THEREFORE BE IT FURTHER RESOLVED that the Cal Poly Humboldt Foundation Executive Committee recommends to the Foundation Board approval of a special exception to the existing distribution policy for this fund to allow for partial early payment of funds, starting in Fall 2025.

After discussion and upon motion duly made (Ken Fulgham), seconded (Jennifer Keller) and unanimously carried, it was:

RESOLVED, that the Cal Poly Humboldt Foundation Board of Directors accepts the recommendation from the Executive Committee to amend the gift terms of the Mariam G. Graham Fund to apply to scholarships instead of loans, and

FURTHER RESOLVED to accept the recommendation from the Executive Committee to approve a special exception to the existing distribution policy for this fund to allow for partial early payment of funds, starting in Fall 2025.

#### 9. Board Member Minimum Annual Donation

Executive Director Mark Johnson led a discussion with the Board to gather input regarding formalizing an annual minimum donation for Independent Directors of the Cal Poly Humboldt Foundation Board. It was noted that this requirement is common among boards at higher education institutions. A possible value to consider is \$9,500, which is the cost of an in-state student's tuition and fees for one year. The discussion will be continued at a later date for a future action item.

#### 10. Schatz Tree Farm

Gary Rynearson, Chair of the Cal Poly Humboldt Real Estate Holdings Board, along with Erin Kelly, Chair of the Department of Forestry, Fire, & Rangeland Management, and Sara Hanna, a Lecturer in the same department, provided the Board with the history, current use, and funding structure of the L.W. Schatz Tree Farm. The property is currently used for student research and hands-on learning, however, significant road work needs to be completed for continued use. Students completed a road review and are using this data to complete the permitting process for the road work.

The property was donated in 1987 with the intention of being held by a non-state entity in order to facilitate property management and potential timber harvesting. A non-industrial timber management plan is being developed to pave the way for future harvests, the profit of which would be split 50% into the operating fund and 50% invested. Additionally, a management plan will be developed describing how to return the land to a natural species distribution.

The Real Estate Holdings Board of Directors believes this property would best be held by REH instead of the Foundation, particularly because it is a non-performing asset - it has no income coming to the Foundation. During the January 22, 2025 Meeting of the Cal Poly Humboldt Real Estate Holdings Board of Directors, the following resolution was passed:

RESOLVED, that the Cal Poly Humboldt Real Estate Holdings (REH) Board of Directors recommends ownership transfer of the L.W. Schatz Demonstration Tree Farm property from the Cal Poly Humboldt Foundation to REH.

After discussion and upon motion duly made (Ken Fulgham), seconded (Scott Hunt), and unanimously carried, it was:

RESOLVED, that the Cal Poly Humboldt Foundation Board of Directors (Foundation) accepts the recommendation of the Cal Poly Humboldt Real Estate Holdings Board of Directors (REH) to transfer ownership of the L.W. Schatz Demonstration Tree Farm property from the Foundation to REH and grants authority to the Executive Director of the Foundation to sign documents for this transaction as necessary.

### 11. Enrollment & Housing Update

Chrissy Holliday, Vice President for Enrollment Management and Student Success, provided the Board with an update on Enrollment Management. Cal Poly Humboldt is on track for a nearly 5% increase in headcount over last academic year. Contributing to this increase are Direct Admissions agreements and the Humboldt First initiative as well as the Green & Gold Guarantee. The enrolment team continues to focus on yield through a variety of actions including Preview and Preview Plus events, Department calls and postcards to admits, and parent and family communications.

Chrissy also provided an update on Housing:

- Housing occupancy is improving
- Hinarr Hu Moulik apartments for continuing and transfer students opens in Fall
- Can return to true first-year experience on campus
- Additional first-year housing to follow with Housing, Dining & Health building

### 12. Construction & Property Update

Mike Fisher, Acting Vice President for Administration & Finance, Chief Financial Officer of the University, and Foundation Board Staff Representative, shared with the Board the following updates on the University's Campus Physical Plan and capital projects. He noted that the process to transfer to the State two properties in Arcata currently held by the Foundation has begun: the Stewart building on 16th Street (to become the new Healthcare Education Hub) and the Campus Store on 8th Street.

- Foster Properties (2)
  - being incorporated into Campus Master Physical Plan
  - design phase to connect to campus: build bridge & pedestrian improvements on Foster Avenue
  - site for large off-campus parking lot
- Working with the City of Arcata and CalTrans to improve the Sunset Avenue overpass to include two roundabouts
- The City of Arcata is continuing progress to improve the Annie & Mary pedestrian trail along Hinarr Hu Moulik Student Housing development

- The Samoa Building will continue to be retained by Cal Poly Humboldt as a storage space for items to be reused by the state, e.g. electronics, furniture, durable goods, etc.
- Improve campus to be more pedestrian-friendly
- Current Construction Projects:
  - Hinarr Hu Moulik Student Housing - on track to open in Fall 2025
  - Engineering & Technology - on track for use in Fall 2026
  - Energy Research and Sustainability Center - on track for use in Fall 2026
  - Jenkins Hall renovation: Ceramics & Sculpture - opening Fall 2025
- Future Build: Housing, Dining, Health (HDH) Building - opening Fall 2029
- Facilities Management has over 85 active projects

13. Interim President's Comments

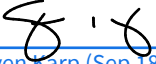
Cal Poly Humboldt Interim President Michael Spagna was unable to attend.

14. Other Business

Eric Riggs, Dean of the College of Natural Resources & Sciences (CNRS), informed the Board that approximately \$300k in funding for USDA student internships has been halted by the Federal government, impacting students, specifically within CNRS.

15. Adjournment

Without objection, the meeting was adjourned at 12:10 PM.

  
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 Steven Karp (Sep 18, 2025 21:38:31 PDT)  
 Steve Karp  
 Executive Director & Secretary  
 Cal Poly Humboldt Foundation

Sep 18, 2025

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 Dated