

HUMBOLDT STATE UNIVERSITY SPONSORED PROGRAMS FOUNDATION  
FINANCE COMMITTEE MEETING

**MINUTES**

December 4, 2020

1:00-2:00 p.m.

ZOOM Meeting ID: 896 2169 8565

MEMBERS PRESENT: Jeff Kane  
Peter Alstone  
Dale Oliver  
Jason Ramos  
Carly Marino

MEMBERS ABSENT: Tom Jackson

OTHERS PRESENT: Kacie Flynn, SPF  
Binta Wright, SPF  
Denise Bettendorf, Accounting  
Sarah Long, Accounting

**I. Call to Order**

Jeff Kane called the meeting to order at 1:02 p.m.

**II. Review 1<sup>st</sup> Quarter Financial Statements**

(Attachment A)

Denise Bettendorf of Financial Services presented the 1<sup>st</sup> Quarter Financial Report ending September 30, 2020. For the first three months, the effective IDC rate was 13.2% which is a 0.5-point increase from the prior year.

Invoiced and unbilled Accounts Receivables (AR) of the Research Foundation totaled \$11.7 million, which was a \$443 thousand decrease from the prior year. At the end of the 1<sup>st</sup> Quarter, there were 473 active projects with a total award portfolio of \$91 million. Comparatively, at this point in FY 19/20 there were 442 active projects with a total award portfolio of \$81 million.

Kacie Flynn presented Pre-Award metrics with year to date comparative data on routed proposals and new awards. In the first three months, the foundation submitted 67 proposals requesting \$15.2 million in funding. In that same time, SPF received 56 new awards totaling \$4.4 million.

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Kacie noted the proposal pipeline is \$60.4 million strong, citing over the course of the next fiscal year there are: 133 "Pre-Routing Proposals" in the que totaling \$35.1 million in potential submissions, 5 "Routings approved but not yet submitted" in the amount of \$1.3 million, and 97 "Proposals submitted still waiting on notification" totaling \$24 million requested.

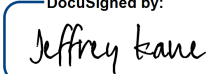
### **III. Other**

Sarah Long, Associate Director Auxiliary Accounting, gave a brief update on the banking transition from Bank of America to Wells Fargo. The process has been moving forward smoothly, and they expect to have our new account up and running in the next few months. With this banking change comes the opportunity for SPF employees to enroll in 'direct deposit' for grant reimbursements.

### **IV. Adjournment**

The meeting adjourned at 1:29 p.m.

Respectfully Submitted,

DocuSigned by:  
  
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Jeff Kane