

**WSC FOUNDATION
BOARD OF DIRECTORS
MINUTES OF A REGULAR MEETING
721 E. Highland Dr. Suite D
February 16, 2021
11:30 a.m.**

Members Present: Ward Koeser, Larry Grondahl, Lee Murphy, Brandon Johnson, Taylor Olson, Melanie Stillwell, Jory Meyer, and Jackie Lee.

Via Team Meeting: Rick Medalen and Terry Olson

Absent: Nate Jepsen and Katie Kringen

Others Present: WSC President Dr. John Miller, Athletic Director, Jayden Olson, Executive Director, Hunter Berg, Chief Financial Officer, Laurie Furuseth, and Office Manager, Kim Gratz

Director Koeser called the meeting to order.

Old Business:

A. Director Koeser called for a motion to approve the Consent Agenda with the following:

1. Bank Transaction report
2. Minutes dated 1/19/2021
3. Financial Statements (Housing, Supporting Foundation & Foundation)
4. Gaming Report
5. Oil Income Report
6. Investment Report

Motion by Director Murphy seconded by Director Grondahl to approve the consent agenda. Motion carried.

Updates:

A. WSC Update: Dr. Miller –

- Covid 19 update
- Enrollment numbers are down

B. Athletic Director Jayden Olson - reported:

- Limited fan attendance is allowed – Masks required

C. Monuments:

- Received partial payment towards pledge on the Airman
- Monument miniatures – possible fundraiser – tabled for now
- Unveiling in fall of 2021

D. Frontier Hall:

- Made three new contacts for suites – one very promising
- Signage – presented samples of the Corten for suites
- Celebration for fall of 2021, maybe tie in with the monument unveiling

E. Grow WSC

- Advertising is in place for the upcoming tournaments

F. Community Gardens

- Executive Director Berg brought the Board up to date regarding the taxes and special assessments on this land for 2020. Taxes will be reviewed after Community Gardens is up and running.
- Executive Director Berg will visit with the summer grounds crew to see if they could build garden boxes

G. Apartment occupancy in Phase I is at 77% and Phase II is at 78%

New Business:

- A. Request for Proposal – Property Management
 - Have received four proposals
 - Apartment Committee will meet and conduct interviews in the next few weeks.
- B. PPP 2nd Round:
 - Motion made by Director Grondahl, seconded by Director Johnson for the Foundation staff to apply for and authorize to sign for the second round of PPP loans. Motion carried.
- C. Tax Returns 990s for FY20:
 - Motion by Director Taylor Olson, seconded by Director Grondahl to approve the FY20 - 990 tax returns, one for the WSC Supporting Foundation and one for the Williston State College Foundation. Motion carried.
- D. Gaming Transfer:
 - Motion by Director Meyer, seconded by Director Taylor Olson to approve the transfer of \$125,530 from General Gaming to the Gaming Trust account. Motion carried.
- E. Frontier Hall Bond:
 - Motion by Director Johnson, seconded by Director Murphy, pending attorney's approval and per previous Board approval, the adoption of the documents on the Frontier Hall bond. Motion carried.
- F. Alphabet Academy:
 - Motion by Director Grondahl, seconded by Director Medalen to grant permission to Executive Director Berg to discuss selling the building to the owner of Alphabet Academy. Motion carried.
- G. Athletic Director:
 - Motion by Director Taylor Olson, seconded by Director Johnson to clarify the June 2020 Board minutes to include:
 1. The \$35,000.00 grant to WSC to go towards Athletic Director's Jayden Olson's salary will continue annually as long as Mr. Jayden Olson is employed as the Athletic Director at Williston State College.
Motion carried.
- H. Amendment to HIF Agreement
 - Motion by Director Medalen, seconded by Director Murphy to approve Executive Director Berg to sign the amendments for the HIF agreements on the Phase I and Phase II apartment buildings.
- I. Gaming:
 - Executive Director Berg informed the Board another entity in town is pursuing the gaming at some of the sites now being operated by the Foundation
 - Executive Director Berg will visit with the site owners to see if this is true and get their input.
 - The Foundation's gaming manager is contacting the N.D. Attorney General to see what the law states.
 - Director Grondahl informed the Board on legislation which may be brought before the ND legislators concerning tribal representation on the State Gaming Board which may affect the Foundation's gaming
- J. Terry Olson Retirement Request:
 - Director Grondahl, Personnel Committee Chair, brought forward a recommendation from the committee regarding Terry Olson's request to move up his retirement date from June 30 to April 30, 2021.
The committee recommends:
 - a. Accept the request to move Terry's retirement date to April 30, 2021.
 - b. Allow Terry to work a more flexible work schedule through April 30th, while working to complete the Monument and Frontier Hall projects. Terry will use all of his accrued and accruing vacation hours prior to April 30th.
 - c. Terry will be paid his normal salary and benefits, including car allowance, through April 30th.
 - d. A separation stipend of \$6,800.00 will be included in Terry's paycheck for the pay period ending April 30th. The payment and classification of this stipend will be processed through WSC payroll and reviewed by WSCF auditors and legal counsel prior to payment.

- e. Terry will be able to continue to use his wscf email address and will work out forwarding and other details with WSC IT and WSCF staff.
- f. Terry will be gifted the Foundation's laptop that he has been using and will work with WSC IT and WSCF staff to transfer and save WSCF data and information.

It was noted that since Terry has been a benefitted employee of WSC for more than 10 years, he is entitled to a payout of 10% of his accumulated sick hours.

Motion by Director Grondahl, seconded by Director Johnson to approve this recommendation from the Personnel Committee. Motion carried.

Being there was no further business, meeting adjourned.

The next scheduled Board meeting is March 16, 2021.

Respectfully submitted,

**Hunter Berg
Executive Director**