

The CSU, Chico Research Foundation

California State University, Chico

Agenda for the Annual Meeting of the Board of Directors Thursday, September 25, 2008: 1 – 3 p.m. Kendall Hall, Room 103

AGENDA

- A. **CALL TO ORDER (Provost Flake)**
The Bylaws call for an Annual Meeting to be held each fall, prior to the regular meeting of the Board, “for the purpose of appointing Directors and electing Officers of the corporation...and for the transaction of such other business as may come before the meeting.”
- B. **MINUTES of the Annual Meeting held on September 7, 2007 were approved at the subsequent regular meeting of the Board held on December 19, 2007.**
- C. **CONFLICT OF INTEREST STATEMENTS**
The Foundation is required by the Education Code to monitor potential conflicts of interest between the Foundation and its Directors. Letters for each Board member have been prepared for completion and signature (***attached***).
- D. **BOARD ROSTER AND MEETING SCHEDULE**
An updated roster of Board members will be distributed. The next scheduled meeting of the Board is Wednesday, December 17, 2008.
- E. **ADJOURNMENT**

The CSU, Chico Research Foundation

California State University, Chico

Agenda for the Meeting of the Board of Directors

Thursday, September 25, 2008: 1 – 3 p.m.

Kendall Hall, Room 103

AGENDA

- A. CALL TO ORDER AND INTRODUCTIONS – Provost Flake
- B. PUBLIC COMMENTS
- C. APPROVAL OF MINUTES for the meeting held on June 11, 2008
(attached) – Action Item
- D. FOUNDATION PRESIDENT’S REPORT – Provost Flake
- E. UNIVERSITY PRESIDENT’S REPORT – President Zingg
- F. BOARD ACCEPTANCE OF AUDITED FINANCIAL STATEMENTS –
Carter – **Action Item**

On September 19, 2008, an Audit Committee consisting of Jud Carter (Chair), Rick Coletti, Gregg Kelly (from the University Foundation Board), Lori Hoffman, Richard Jackson, met with representatives of Matson & Isom Accountancy Corporation and management staff regarding the audit of the 2007-08 financial statements (**delivered to Board**). The Committee recommends that the Board accept the audited financial statements, which received an unqualified opinion.

- G. QUARTERLY FINANCIAL UPDATE – Jackson/Milo/Carol Sager
 - 1. Update on Income and Expenses and on Board Allocations.
- H. PROGRAM REPORTS
 - 1. Touchless Harvester Patent Application: Report of Board Action – Jackson
 - 2. Environmental Reserve Improvements (additional \$15,000) – Flake
 - 3. Sale of College Park properties to Housing – Jackson/Calandrella/Hoffman
- I. ALLOCATION REQUESTS
 - 1. Dean Jennifer Ryder Fox and University Farm Manager Dave Daley are seeking \$100K from the General Fund to help pay the \$309,000 cost of connecting Cal-Water to the University Farm (ATRC).
 - 2. Katie Milo is requesting \$6,500 to replace Professional Development funds that the University had to cut back on this year.

- J. REPORT ON RESEARCH SUPPORT FUNDS
Provost Flake will present a report on the utilization of the \$100K in Capacity Building Funds provided by the Foundation in 2007-08 (**Handout**).

- K. REPORT BY VICE PROVOST FOR RESEARCH
 - 1. Highlights of current grant and contract activity
 - 2. Quarterly report on special set-ups of grants and contracts in advance of receiving awards.

- L. REPORT BY EXECUTIVE DIRECTOR
 - 1. Report on Emergency Loan Funds for Students and Faculty
 - 2. Proposal for a Joint Audit Committee of the Research Foundation and University Foundation
 - 3. Actuarial Report on Post-Employment Benefit Liability

- M. ADJOURNMENT

Next Board Meeting:
December 17, 2008: 10 – 12 a.m.
Kendall Hall, Room 103