A History of the Educational Foundation of Alfred, Inc.:

From its beginnings through May 2026

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P.R. Committee (through June 2025)

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In June 1996 the Educational Foundation of Alfred, Inc. (EF) adopted the following Mission Statement:

> The Educational Foundation of Alfred, Inc. is a private foundation representing faculty, staff, and friends of Alfred State College dedicated to improving the Alfred State College community through support of educational programs. The Foundation exists to enhance learning opportunities for students, faculty and staff.

While this was the first time that the purpose of the EF was so formally articulated, the history of the Foundation and its predecessors, the Ag-Tech Student Association, the Faculty Student Association (FSA) and the Ag-Tech Benevolent Association (BA), show that this mission had been carried out for over fifty years and continues to be so now.

CREATION OF THE EDUCATIONAL FOUNDATION

A Benevolent Association was incorporated in 1946 "to establish, maintain and manage living quarters, dining facilities, recreational centers, and other programs in harmony with normal student life in both scholastic and recreational channels at the New York State Agricultural Institute at Alfred." At that time, the Student Association, not the Benevolent Association, controlled money, which came from student fees and was used for activities outside the classroom.

During this period, New York State consistently turned down requests from the College for dining and housing facilities for women. In response the BA collected $10,000 from local businesses. It then bought the Wheaton house (later ABX) and furnished dining facilities for 30 females. Using income from this house, other houses (Delta Chi, Brookside, Theta Gamma, Psi Delta Kappa Sigma and North) were bought to provide more housing and dining facilities. In 1956 New York State appropriate $1.5 million for three 100 bed dorms for men. When these buildings were occupied, many men still had to commute from neighboring areas.

In the mid-1960s New York State passed a resolution which said that no organization could run dining and/or housing facilities unless students had some representation on them. At the July 12, 1967 meeting of the Board of Directors of the BA it was unanimously voted that the BA "…propose to the FSA [Faculty Student Association] the complete management of the …dormitories, fraternities and sororities for an annual fee of 1% of the appraised value of the property." As a result, the BA turned over operation of the dining halls, School Supply Store, Conferences and Seminars, and the Snack Bar Annex to the FSA.

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*Unless otherwise noted, all quoted statements are taken from Minutes of the EF, BA or FSA.

As of July 26, 1967, the indebtedness of the FSA to the BA amounted to $166,554.03, arising from cash loans to the FSA, and accounts receivable arising from sale of inventory, supplies, cash fund, and other tangible property.

The BA financed the first year's operation of the FSA by turning over $74,000 worth of inventory and assets and lending the organization $117,000 for the year, interest free, and also by presenting it with a bus worth $20,000.

At this time the decision was made to discontinue granting mortgages to faculty. The money owed from previous mortgages continued to be collected.

BEGINNINGS OF THE WELLSVILLE CAMPUS

When Samuel Gould became State University of New York (SUNY) Chancellor in 1964, he said that SUNY was not providing higher education for high school students who needed skilled training of a vocational nature—where one learned by "doing." Students needed further education than was then being provided through high school level vocational training. Chancellor Gould and others felt that there was the need for skilled manpower in NYS and as a result new kinds of post-secondary educational programs were needed. Herald Ford, vice chairman of the Alfred State College Council, later remarked that at the time "there were a number of good students who [did] not want more academic training, but [were] seeking training in the manual skills. Such programs in higher education [were] lacking in the State of New York."

In 1965 the Alfred State College Council approved plans for a vocational division. The Council had submitted a resolution to the SUNY Board of Trustees, which recommended that vocational programs be introduced at Wellsville. Programs would be developed in those areas where students' needs could not be met at available Community College programs.

The College Council recommended to the Trustees that such programs be offered in Wellsville, rather than on the Alfred campus, because:

- there were facilities available to get started immediately with a vocational program
- the Alfred campus could not expand at a rate necessary to permit introduction of a vocational program
- the rate of growth of Alfred Tech and Alfred University "was saturating Alfred Village and Town with students and the rate of growth expected from a vocational College is just more than Alfred could absorb."

The Wellsville Division was approved in December 1965 by the Trustees, as a pilot program to determine if vocational education could be operated successfully as a part of SUNY. The Division was made permanent in 1967.

On July 6, 1966 $300,000 was approved by the New York State Legislature for the establishment of the program. A $100,000 grant had previously been received from the federal government for purchase of equipment and for planning work. Originally, the Legislature said that the money would come out of the regular budget, but the lawmakers "slipped it into the supplementary budget and passed it."

President of the College, Dr. David H. Huntington, was quoted as praising "Wellsville service clubs, public officials and the Allegany County Board of Supervisors for their help in putting the

project over." Their work, plus the availability of the Sinclair Refinery complex, which closed in 1957, made the project possible.

Classes began on October 19, 1966. One hundred ten (110) students were enrolled in five programs taught by ten faculty members. These five initial programs were Automotive Service, Building Construction, Drafting, Electrical Service, and Food Service. Two years later, the first graduating class left with 100% employment. During this time period most of the students lived in Wellsville.

Since its beginnings, the EF (and earlier the BA) has owned and maintained the campus in Wellsville. NYS leases the campus from EF. Rental income is used for maintenance of buildings on the campus, building new facilities, scholarships for students on both campuses, and for support of projects throughout both the campus community and the community-at-large.

What follows is a summary, by time periods, of issues involving EF and its support of ASC in general and the Wellsville campus specifically.

July 1966 – June 1970

In 1967 six buildings were purchased or renovated for use by the Wellsville campus and then leased to the State of New York "at a rental sufficient to pay all expenses and refund of capital invested over a period of 10 years." The Graves, Palmer, Colemen, Woefel, and Artlip properties were obtained through purchase or gift. In the fall of 1968 Ford & Peckham constructed, at a cost of $14,000, a building to be used by the Automotive Department. The company was also hired to build a Student Activities building for about $54,000.

The minutes of the EF Board for this period are sketchy and it is difficult to determine how much the yearly leases for all the buildings were, as buildings were leased separately, but some examples are as follows:

- for the Automotive and Construction and the Drafting buildings: $10,020
- for the garage and Clock House: $3,600
- for the former Burdick property: $9,000

Operation of the dining halls, bookstore, and snack bar on the Alfred campus was turned over to the FSA on September 16, 1966. The appraised value of five dorm structures—Brookside, Theta Gamma, Kappa Sigma, Phi Delta, and North Hall was $475,000. A figure of $568,000 was used for the purpose of determining the 1% which was to be paid by the FSA to the BA.

In July 1967 three acres of BA land were turned over to the Wellsville Development Corp. "for the purchase of constructing and leasing to the State of New York an instructional building for use by the Wellsville Vocational Division."

According to the April 24, 1968 minutes, the Benevolent Association's name was formally changed to The Educational Foundation of Alfred, Inc.

As early as January 1968 the EF was being asked to continue providing support to the Alfred and Alfred Station Volunteer Fire Departments, as the BA had done previously. At that time EF, was the largest single taxpayer in the Village of Alfred. Presumably, EF was not yet considered a non-profit corporation, so that property was taxable. Formal recognition by the IRS of EF's non-for-profit status was not obtained until 1972.

In the fall of 1968 EF granted an easement of $1/foot to the Village of Wellsville Water & Light Corp.

Financial information noted in November 1968 included:

- $35,000 for purchase of the Automotive & Construction Building and Drafting Building. Renovations to Drafting Building: $12,328
- $10,000 for purchase of the Electrical Building. Renovations cost $3,132. Leased to NYS for $10,020/year
- $20,000 for purchase of the Garage and Clock House, formerly the Grace property, leased for $3,600/year
- Burdick Property: leased by EF for $8,400/year and leased to NYS for $9,000/year
- $14,285 to build the new Food Service Building

Scholarships were already being given out. Student leaders, such as the editor of *Tor Echo*, the student newspaper, received a $500 scholarship, as did the student president of the College Senate. Athletic scholarships were voted on in the amount of $4,000. The motion to support athletes passed by a vote of 6 to 1. Andrew Hritz, the lone dissenter, stated that "paid athletes are wrong." Scholarships for athletes continue to the present day.

In October 1969 EF and the Alumni Association were consolidated and an endowment fund was created.

Examples of support for the period 1968-69 included:

- financial assistance for College work-study programs, which enabled the College to obtain additional federal funding
- $500 in assistance to the Disadvantaged Student Summer Program
- $200 to aid in the establishment of the College Senate
- purchase of video equipment for the College bus ($4,000)
- management services provided to the Senior Citizens Project of Allegany County
- allocation of funds to assist the proposed Black/White Retreat (no additional information provided)
- purchase of drapes for the Hinkle Library
- continued support to the A.E. Crandall Hook and Ladder Company in Alfred in the amount of $2,500 toward purchase of a new ambulance

In December 1969 $3,000 was given by Niagara Mohawk for payment of easement rights on land in Wellsville owned by EF.

Almost seven acres of land owned by EF in Alfred was donated to New York State in January 1970, so that athletic fields could be constructed for College use. Also, at that time NYS decided that it wanted to acquire the wooden dorms and Pi Nu sorority house. An appraisal, done in 1968, was for $480,000. It was decided to have a new appraisal done. In November

1970 it was reported that “agreements of adjustments have been received from the state regarding the sale of the dorms. The state submitted a price of two hundred-eighty-five thousand ($285,000) dollars for Brookside, Pi Nu, Kazia [sic] and MacKenzie”. It was also noted that the purchase of North and Wood Halls for $6,000 each “has also been committed by the state.”

In September 1970 a new curriculum (Truck Mechanic) was to be offered in Wellsville and facilities were needed. An existing property, owned by M-W Tire of Wellsville, was available and was deemed to meet the needs of the program. It was bought for $40,000, with another $3,000 allocated for alterations.

In early 1970 a College FM station was approved. EF had control of the station equipment and operation “through the delegation of authority and supervision of the Chairman of the Electrical Technology Department…” $1,000 was allocated to this Department for expenses in 1970.

During this time period, approval for the construction of a permanent state-owned campus in Wellsville was denied by the state. Thus, it was decided that the Division “will continue in rental property for a period of three (3) to five (5) years according to the state.” It was noted that “[T]he logic behind the state’s decision lies in the fact that Wellsville would not be a logical geographical location if the state were to choose the site.” The College’s response to this stated: “The College points to the success of the four (4)-year old program and the resulting reputation; as well as the increased idealism of Wellsville as a permanent location because of road construction. These new highways will make Wellsville a hub in relation to the area served by the school.” More than 40 years later, the state still does not own the Wellsville campus.

Dr. Huntington reported that more space would be required at the Wellsville campus as a result of expanding programs. He estimated that costs of between $75,000 and $90,000 would be needed. Additional lease payments were requested.

By May 1970 plans for a bookstore, dining room, and additional classroom construction were being considered. Estimated costs were $82,000 plus the cost of kitchen equipment.

In the next month, Ronald Coleman submitted a letter requesting that the Foundation finance the purchase of land and construction of a house on the land by Wellsville Vocational Division Construction Department students. A fund of $15,000 was established to implement this purchase, with the caveat that any profits derived from the sale of the house would go back to EF. Such construction has continued to the present day, with more than 50 houses constructed.

The *Annual Report for Scholarship Developments and Alumni Relations* from July 1, 1969 to June 30,1970 set out a plan, with implementation proposals, to increase monies for scholarships through a deferred gift program, increased annual corporate gifts, alumni donations, cultivating a "Friends of the College" group and appearing before various organized groups to discuss the College in general and the scholarship development program in particular.

The EF financially supported Mrs. Elaine Hritz in writing *The first sixty years: A history of the State University Agricultural and Technical College at Alfred,* which was published in 1971. The total cost of $1,514.48 included $300 for labor, $420 for materials, and $794.48 for binding. One thousand copies were printed; the College Bookstore was the primary distributor and sale price was $4.00/copy. In 1974 the Foundation paid Mrs. Hritz $250 for the acquisition of the historical data she had collected. It was decided that $500 would be needed to have someone write a supplement to the volume, because Mrs. Hritz declined to do so. The supplement was never written. However, in celebration of the College's centennial, a book entitled *Celebrating the last 100 years* was published, but without EF support.

Requests for support from groups inside and outside the College continued to be received. Some were accepted and others rejected, either because of lack of funds or because such donations were not within the policies of the Foundation (e.g. a request for a donation of $300 to the newly formed Almond Youth Center was rejected).

The budget for 1971-72 included costs for the Hinkle Bell Tower. The original contract for bells and clock carillon between the Foundation and the Verdin Company was $33,308 (later reduced by $2,020 as a result of reducing the size of the clock face). EF, by June of 1973, had paid $16,654 and owed $14,634. Eventual cost for bells and clock was $31,288.

It was noted that the "total investment on the Wellsville Campus is $236,680."

A $500 scholarship was established for the sixth division of the College (Wellsville Vocational Division).

Minutes of the *Annual Meeting of the Educational Foundation of Alfred, Inc.* for 1969-70 included the following (not noted above):

- $500 to assist in supporting the Summer Theater Program
- $5,000 for athletic scholarships
- two mobile Office Units purchased by the Foundation to provide desperately needed faculty office space on the Alfred Campus
- total community affairs contributions of $7,740.68 were provided

HISTORY OF STUDENT HOUSING IN WELLSVILLE: 1970 - 1974

In September 1970 the Foundation accepted the principle of making land available for student housing near the Wellsville campus. At the October 22, 1970, Board Meeting, Mr. Max Farash, a member of the College Council, and a contractor in Rochester, met with EF and stated that his company had spent the last 18 months researching the feasibility of constructing housing units in Wellsville, primarily for student housing. He stated that his firm had found great difficulty in acquiring property for such a project and asked that EF designate land as “housing property.”

It was thought that start-up costs for roads would be about $18,000-$20,000 and water installation about $40,000. Yearly costs after construction were thought to be about $25,500 for upkeep and $28,000 for amortization.

A survey was taken of 206 vocational students regarding the need for such housing. More than half said that they would be willing to pay $15/week (i.e. $185 per quarter). At full capacity income would be $57,720 per year. EF would own and maintain the apartments after construction.

Max Farash was authorized to proceed with Phase I. Two hundred thousand dollars ($200,000) was to be made available from EF from the sale of properties to NYS and $300,000 from a bank loan. The estimated cost of the building was $500,000.

A survey by a licensed surveyor was approved for the 42-acre site.

In October 1971 it was moved and seconded that the agreement between the Foundation and Farash Construction Corp. for the construction of a proposed apartment complex be accepted. The stipulation of a starting date of November 1, 1971, and a completion date of August 15, 1972, was stated in the contract agreement and that the completion dates would signify a ready-to-occupy condition.

It was also noted that the Village of Wellsville had agreed to accept sewage from the complex and also agreed to provide water.

EF did not receive money from NYS for the wooden dormitories on the Alfred campus, so the Foundation felt that it could not enter into a contract with Farash. At the same time, Ferris Association of Cleveland said that it would be interested in construction of the housing. It would be built, owned and operated by Ferris. Students would be charged $600 per year. Fifty-four (54) units would be built - 52 for students (four per apartment), one for a manager, and one for storage.

The minutes of January 19, 1972 note that Ferris said that it would be ready to begin construction as soon as “frost leaves” the ground “if financial matters [could] be arranged.” They estimated a cost of $650,000, which was to be paid back over 25 years. The only connection between Ferris and EF would be the transfer of land to Ferris. This land was appraised for $9,000.

By March 1972 Ferris said that the firm would be unable to proceed unless NYS guaranteed that the Vocational School would continue in its present location.

At the same time, Clarence Pfeil of Hornell, submitted plans for a housing complex on the site. The plan called for 50 two-bedroom modular units. Pfeil would be the builder and Sterritt Homes, Inc. would be the manufacturer. Land owned by the Foundation would be conveyed to the Urban Development Corporation (UDC), who, in turn, would set up a separate corporation for ownership and operation of the project. The land would then be conveyed to the “sub corporation” by UDC. The Foundation would provide “seed money” not to exceed $10,000 for necessities such as feasibility studies and schematic drawings. Monies would be returned to EF at the time of closing.

By January 1973 it was reported that the UDC had approved the Wellsville dormitory project and C. Pfeil had begun preliminary site work.

By the summer of 1974 the complex was built. While these apartments were never “College student housing,” students were encouraged to rent them. Eventually, the College looked into buying the complex for use as a dormitory, but did not do so because of shoddy construction.

[END OF REPORT ON STUDENT HOUSING]

July 1970 – June 1980

In February 1971 it was moved and seconded that the Foundation again financially support faculty golf memberships at the Hornell Country Club in an amount not to exceed $1,500. Professional staff of the College would pay $25 for membership.

In May the Board approved the financing of two houses to be constructed during the 1971-72 school year. The first house neared completion in late 1971. The project was provided as on-the-job training for construction students. Four bids were eventually received for this first house in the Sunnydale neighborhood in Wellsville, in the amounts of $13, 000, $14,200, and $17,100, and $20,100. The first three were rejected and the fourth accepted. However, the family decided not to buy, and a new offer was made for $21,500. This offer was accepted. Since $15,548.88 was invested in the house, the gross profit was $5,951.12.

It was determined, after meetings with officials from the Town of Wellsville, that property owned by EF, located in the Town, was tax exempt.

In the fall of 1971, the College began an extension program in Olean for use of its facilities at a cost of $7,500 per year. EF signed the lease with the YMCA and the state agreed to reimburse the cost at a rate of $600/month for ten months.

For the first time, on October 20, 1971, a fund was established for use by the president of the College for items not funded by the state. “It was pointed out that there are various occasions when the College must host visiting individuals and/or groups. The President receives little or no funding from the State budget, and it was felt that the Foundation should provide assistance being that any expenditure will be for the purpose of College and /or community relations.”

The Annual Meeting was held on October 27, 1971. Major activities, in addition to those noted above included:

- donation of $500 for the operation of the Summer Theater in Alfred
- purchase of dinnerware from Shenango China of New Castle, PA., at a cost of $3,004.50 for the Vocational Room at Wellsville
- FSA notified that a note in the amount of $74,000 was cancelled and written off the Foundation’s books
- $13,500 in scholarship was distributed

In November it was reported that $3,000 had been received from Niagara Mohawk in payment of right-of-way privilege on Foundation land in Wellsville

In early 1972, EF received $238,049.50 from New York State for the sale of the wooden dorms (excluding Wood and North Halls). A balance of $20,000 was still owed.

A motion was tabled at the February 16, 1972, meeting that suggested that a Foundation Scholarship Committee be formed, comprised of selected Board members, to decide where financial assistance be given.

As a result of Hurricane Agnes (June 1972) all of the Wellsville Campus buildings were flooded. "Damage was kept at a minimum by the excellent response of maintenance employees and Faculty who worked many hours on their own time to help clean up." In addition, six apartments in Hillcrest Court were flooded.

A Memorandum of Agreement between the Foundation and Siegfried Mariotti was approved in the spring of 1972. The agreement stated that a transfer of 4 ½ acres adjacent to the Wellsville Administration Building from Mariotti to EF, in return for 32 acres of land on Meservey Hill, plus an expenditure by the Foundation not to exceed $22,000 in materials and services for the construction of a home on the Meservey Hill site. In the minutes for November, it was noted that the completion date for the home was expected to be November 1974.

In October it was moved and seconded that the EF support the College in its effort to purchase a building for the Cattaraugus County Extension program in Olean. The Foundation agreed to a "secured obligation of a first mortgage of [a] school building in the amount of $75,000, interest free for a period of six months." NOTE: there is no further information in any future minutes as to whether this ever occurred.

Projects not noted above and reported at the October 25, 1972, Annual Meeting included:

- purchase of two diesel trucks for the Truck Repair Department
- support for the DECA (Distributive Education Clubs of America) Club's trip to Los Angeles for a national competition. Attended by marketing students
- yearly scholarship amounts were formalized:
  --$6,000 for Academic Scholarships

  --Sigma Tau ($100/semester)

  -- Educational Foundation Scholarship for one entering freshman in each of the six College divisions in the amount of $500 per student

  --$5,000 for athletic scholarships

--working scholarships in the amount of $2,000 each for the *Tor Echo* (newspaper) editor, the Student Senate president, the WVAT Radio Station manager and *Stationian* (yearbook) editor

In January 1973 it was reported that three bids ($25,000, $25,050 and $24,000) were received for the sale of House #2. No action was taken, but discussions regarding sale of houses in the future occurred. These included making sure "that caution in determining sale prices should be exercised so as not to create problems with local real estate people," a suggestion that "the Foundation stipulate minimum acceptable bid amounts in future bidding procedures," a suggestion that "the sale of future homes be conducted by using real estate brokers," and a request "that a more accurate accounting be reported on pro-ration of costs for each home so that a more accurate selling price can be determined."

In January the state notified the Foundation that a payment of $1,400 plus interest ($1,525) would be made for a section of land adjacent to Getman Hall. It had been deeded to the state over seven years previously, but a legal technicality had prevented outright purchase by the state. Since the statute of limitations had expired, the legal aspects of the sale could now go forward.

The Electrical Department was told that it had to vacate its premises (Municipal Building) at the end of the 1972-73 school year. It was moved and seconded that a steel building, cost not to exceed $75,000, be constructed on the campus for future use by the department.

The EF allocated $8,500 for improvements for the Wellsville Administration Building. Also, support up to $12,500 was given to equip a Performing Arts Center in the Student Union (now the Pioneer Center), as well as up to $2,402 for materials, plus $250 for delivery charges for landscaping the new Agricultural Building by Horticulture Department students.

It was decided that EF would allocate $1,000 per year for a period of five years to the A.E. Crandall Hook and Ladder Company of Alfred.

In May 1973 it was decided that a Budget Committee be established and charged with preparing an annual working budget.

In June of that year a special meeting was called to discuss the possible purchase of the property owned by the United Refinery Co., located adjacent to the entrance of the Vocational Division campus, and including two buildings (5,550 square feet). It was offered for $75,000. The Board voted to contact the company and offer $30,000. At the next meeting it was reported that the offer had not been accepted. However, In May 1974 it was noted that "the moat to be

constructed to surround the fuel tanks on property adjacent to the Vocational Division entrance owned by United Refinery is now in progress." The moat was to be constructed by United Refinery, which subsequently went into bankruptcy. In October 1983 it was reported that "The United States Court, Southern District, has authorized the sale of the United Refining Property to the Educational Foundation of Alfred, Inc. for $33,000. This price includes $28,000 for property and $5,000 for equipment. The Board directed W. Argentieri to proceed immediately with the necessary paperwork for the acquisition of the property. The $33,000 for the property was approved at the September 6, 1983, meeting." The property was finally turned over to EF in March 1984.

The Automotive Department had been renting a building in Wellsville, but the lease was not to be renewed after 1972. It was decided that a new structure be built on the campus, adjacent to the electrical building. Construction was approved for a building to be built at a cost of $120,000. Three bids were eventually submitted for its construction. The lowest bid ($143,950) was submitted by Herald Ford, Inc. and was accepted.

At the Annual Meeting for 1973, additional items were noted:

- support for a Performing Arts Center in the former Student Union Building on the Alfred campus was provided in the amount of $12,600
- support in the amount of given $500 to SME (Society of Manufacturing Engineers) for a trip to Detroit
- two homes were sold
- an electrical classroom was constructed at a cost of about $75,000

In early 1974 a commitment was made to build an addition to the Electrical Building at a cost of about $30,000.

On March 20, 1974, Jon Jay DeTemple, corporation director of the Faculty-Student Association, wrote a report about the Foundation's financial position. It said in part:

> Over the next five years the Educational Foundation will seriously have to consider liquidation. The present course of the Foundation will require borrowing over $170,000 with no method for pay back over the next five years. Asset depletion for that period could easily total $368,000.

As a follow-up to J. DeTemple's report of March 1974, concerning the financial condition of the Foundation, a number of recommendations were made, not all of which were adopted:

- increase the monthly rental on faculty housing to $175/month.
- reduce the athletic scholarship by $5,000
- reduce Sigma Tau awards
- eliminate working scholarships (e.g. editor of *Tor Echo*)
- cancel the agreement with Hornell Country Club
- reduce the Alfred support budget to $4,000

In July 1974 it was moved and seconded that $6,700 be appropriated to purchase three housing sites on School Street in Wellsville. By September it was decided that as there was also 350 feet of frontage available; the entire plot (150' X 350') would be purchased at a cost of $25.00 per foot. The total price would be $8,750. Closings on the purchase occurred in early 1975.

Requested lease increases from the state had not been received as of October 15, 1974. Dr. Huntington noted that the Wellsville campus had approximately 110,000 square feet of space and was leased for about .80/square foot. He reported that in other cases the state leases similar space or $6-$7 per square foot.

At the Annual Meeting it was reported that scholarships in the amount of $20,900 were distributed: $6,700 for Athletics; $6,000 for Educational Foundation, for the highest academically rated entering freshman in each division; $8,700 for Sigma Tau; and $200 for the *Tor Echo* editor.

Other items noted in the minutes of the *Annual Report for 1973-1974*:

- EF was in the process of acquiring Civil Defense (CD) property, which would add approximately 22 acres to the Wellsville Campus. EF agreed to construct a new Civil Defense building on the Bolivar Road and in return the present CD property, adjacent to the campus, would be deeded to EF. The total cost for the proposed structure was estimated to be between $8,000 and $9,000
- funds were allocated for improvement of parking lots on Wellsville Campus
- funds were allocated for construction of an entrance sign at the Wellsville Campus
- faculty/staff membership privileges at the Hornell Country Club cost $1,800
- houses #4 and #5 were sold
- Wood and North Halls on the Alfred campus were leased for a token fee of $2,400 and provided much needed classroom space

In early 1975 carbon monoxide fumes were found to be present in both the Freshman and Senior Auto Labs. Roof vents and an air intake vent were installed to improve the ventilation system.

A 7,000 square foot addition was authorized for the Freshman Auto Lab. This increase in size was necessitated by a report from the College's Safety Officer, which noted drastic overcrowding in the existing facility.

The leased building housing Food Service and Electrical Labs was reported to be up for sale by Mr. Zelnick, the owner, in February 1975.

In March 1975 the Foundation decided to pay for materials for the construction of an addition to the Student Activities Center. The Building Construction Department did the actual construction.

It was noted that $75,000 needed for the Automotive Shop could be handled with currently available funding, but acquisition of the Zelnick property and construction of a multipurpose gym and conversion of Mite-E-Lite property, if obtained, would require borrowing of up to $300,000.

It was decided that EF start setting aside money for an endowment fund. Also, scholarships should be reinstated equivalent to income generated.

During 1975-76 it was estimated that $5,000 would be needed for repairs and maintenance on the Wellsville campus.

Money was pledged, in the amount of $525, to support the College's Bicentennial Committee, to be funded from the Alfred support item in the budget.

For the same period, a total of $16,605 was distributed in scholarships.

Purchase of the Zelnick property and the College's request for an increase in the lease payment precipitated a total reconstruction of the Wellsville property lease agreement between the State and the Foundation. President Huntington, in comments made at the Annual Meeting of the Foundation, noted that a "block lease" for the Wellsville campus, rather than an item-by-item lease arrangement, should be developed. By November 1975, this package lease was in the negotiation stage.

The Auto Body Department requested that EF provide seed money of about $5,000 for the purchase of wrecked autos, which could then provide work experience as they were rebuilt. The cars would then be sold, and the Foundation would get its money back. Legal counsel later

advised that “there appears to be no problem as long as the purchaser of a rebuilt car is informed of the nature of his purchases and purchases such automobile with this knowledge.” The seed money was allocated with the following conditions:

- proper and acceptable bookkeeping methods must be developed by the Dean of Administration
- the matter of insured liability coverage must be provided, if deemed necessary by the Dean
- seed money for the repairs were to be paid back no later than January 31, 1976

A Long-Range Planning Committee was established. Its major charge was to determine the future view of the Wellsville campus.

In early 1976 Albany requested that a package lease for the Wellsville campus be made between NYS and the Foundation at a price of $1 per square foot, which would yield $120,000. This would be a $40,000 increase, which would come from the College’s budget. As a result, it was stated that “[t]he College, therefore, will most likely request the Foundation to take on additional responsibilities of costs involved in maintaining the leased structures equal to the amount of reduction of College caused by increased lease amount.” Approval of the above was received and each lease, upon its renewal, was then placed under the package lease, which took about two years to complete.

At that time, it was decided that it would be advisable to have a CPA periodically scrutinize EF’s records and that the Foundation would have an appraisal of its assets made.

A TV cable proposal was approved at a cost of $5,950. To be included in the 1976-77 budget, it would bring cable TV to the Alfred campus and would allow students in the Audiovisual Department to gain hands-on experience. It was also thought that cultural and intellectual programs could be shown, as well as programs written by students.

Later in the year, EF provided $2,000 for the establishment of a Small Grant Fund, for the purpose of providing means of improving instruction.

Other activities of the Foundation for the 1975-76 year included:

- $15,000 given out in scholarships
- completion and sale of two homes
- support for Band trip to Florida

- $233 donated for sculpture display
- remodeling of the Student Activities Building at a cost of $10,059
- incorporating an exhaust system in Senior Auto Lab
- donating $4,000 to the DECA Club to attend a national competition
- purchasing dust collecting machinery for the Construction lab and exhaust equipment for the Cafeteria
- construction of a connecting building at the Food Service facility
- renovations made to the Electrical Lab
- donating $100 to the Alfred Village Band, $1,000 to the Alfred Fire and Ambulance service, and $1,500 for a celebration of the Vocational Schools' 10th anniversary
- $1,250 given to Hornell Country Club for subsidizing faculty membership at the club

Six additional lots in Stannards were purchased at a cost of $17,400.

Support for a Peer Tutoring Program was requested in March of 1977. It was decided that such support would "only be needed if the project did not receive [other] backing."

House #11 sold for $41,500 in the spring of 1977.

Planning began for construction of a Truck and Diesel Lab. The program at that time was being conducted at an off-campus facility (M & W Building). The Town of Wellsville proposed buying this off-campus EF-owned building for $75,000. Later in the year, a bid by Herald Ford, Inc. to build the new facility was accepted. The cost was expected to be $215,500.

Leases for North and Wood Halls on the Alfred campus were expected to go up by $2,400, for a total of $9,400.

Items noted in the minutes of the *Annual Meeting* in October 1977 included:

- $13,200 provided in scholarship aid
- support for the 10th Anniversary Celebration of the Wellsville campus
- over $10,000 in support of campus programs
- initiation of work on the Wellsville campus to aid in energy conservation
- building an addition to the Student Activities Center
- renovating the Commercial Wiring Lab
- money loaned to the Horticulture Department for the purchase of a tractor and backhoe

Dr. Huntington commented that "the Educational Foundation continues to play a vital role in the development of the Alfred and Wellsville programs. Although the main goal is development of

the Wellsville campus, the Alfred campus still feels the impact of the Foundation's efforts through areas such as instructional improvement, grants, faculty housing and other Alfred campus support areas."

In December 1977 Jon DeTemple asked for authority to investigate the purchase of a car by EF to be used in place of the present state vehicle assigned to the college president's office. No reason for this item was presented. In 1978 the Board approved the purchase of the car—at a cost not to exceed $6,500.

In January 1978 the feasibility of selling the High Street property was discussed.

An additional $50,000 was approved for completion of the Truck and Diesel Lab. The total cost of the building was about $300,000.

Change was made in the way support was given to the Hornell Country Club. Net cost to the Foundation for support of the program would be $650. Each participating faculty member would pay $100 to the Foundation.

The Small Grant Committee was given $4,000, $3,000 was given to support the performance of "The Messiah" and $150 for support of a Career Day for students in the Business Division.

In March 1978, Niagara Mohawk Power Corp. proposed an exchange "of the original purchase 5.5 acres from the Educational Foundation and 3.8 acres from other landowners to the Educational Foundation for 7.3 acres on the northern edge of [EF] property on Meservey Hill. In addition, Niagara Mohawk would pay the Educational Foundation $8,600 with the Foundation returning to Niagara Mohawk $6,100 to cover purchase of the original land. Thus, a net cost to the Foundation would be $2,500." After discussion the land exchange was agreed to by EF, but with net cash to the Foundation of $5,000. Eventually, the Foundation was given $4,400 for the right-of-way.

Also in March 1978, the Long-Range Planning Committee endorsed the concept of building a multi-purpose building that would function as a gym, social center, and student activities center. Dr. Huntington later reported that SUNY supported the need for the multipurpose building. Up to $5,000 was eventually authorized to have specifications drawn up for the proposed building.

Support for a dorm art program in the amount of $1,750, $500 to support Dr. Cushman's attendance at a gift training workshop, and $8,500 for a loan to purchase equipment for a bus to be used as a learning lab were approved. Additional support given during the year included

$1,500 to the Alumni Association for mailings and $3,500 for one-half funding for the position of Peer Tutor Program Director.

By-laws were changed so that College Council members on the Board could be either present or past Council members.

In October 1978 the Dean of the School of Vocational Studies was extended an invitation to attend Board Meetings as an *ex officio* member.

Support in the amount of $14,000 was awarded in scholarships, as well as $3,200 for Alfred campus support items, and $1,000 to the Alfred Fire Company. Two houses were completed.

In November 1978 it was suggested that the Board establish a By-laws Committee.

In January 1979, for the first time, an individual was employed to set up accounts for the funds generated by the Automotive, Building Construction, Food Service, and Electrical programs. This technical assistant was initially hired using EF funds. Soon after, the position was funded by sources other than the Foundation.

In April 1979 Board member Roland Hale made a request to increase scholarships, primarily for recruitment, from $4,500 to $10,800 annually. He said that this would allow two $900 scholarships for students in each of the six schools in the College. Final approval for the scholarships was given by the Board in May 1979.

House #14 sold for $49,000 (less 6% commission). House #15 was offered for sale at a minimum price of $51,500.

A new set of By-laws was passed in April 1979. It was noted that in May the Board members would consider appointing a director to fill the new position in the category “other.” Board membership increased from 11 to 12 members.

A request, by the College’s Department of Special Services, for support of a day care center, was denied.

In August it was decided to put out to bid a wood lot cutting proposal on the Brown property adjacent to the Alfred campus. A timber agent from Olean was contacted to handle the arrangements and a high bid of $2,700 was accepted in December.

In October, Dr. Huntington reported on a proposal that the present Student Activities Center be converted to a Food Service facility after the All-Purpose building was completed. He noted that there was "no indication as to where the funding will come from to make the necessary changes in the facility." Bids were received from seven companies and the contract was awarded to Herald Ford, Inc. for construction of the All-Purpose facility. Later in the year, a proposal was submitted to the Statler Foundation to request financial support for necessary modifications. In 1981 a grant of $25,000 was given for purchase of equipment and EF provided another $1,500.

At the Annual Meeting additional accomplishments noted included:

- support of the Center for the Improvement of Instruction ($4,000) and for the Peer Tutor Program
- total scholarship support in the amount of $15,000; other support items made in the amount of $18,455.30
- obtained the Civil Defense property adjacent to the Wellsville campus
- support for the following programs: Frick Memorial Lecture Series ($250); School of Agriculture convention ($1,500); Alfred State College Band Spring Tour ($700); Whole Duck Catalog Company for community improvement ($500); donations to several charitable organizations in Wellsville, Educational Opportunity Banquet ($320); and support of the C.P.R. program on the Wellsville campus ($1,000) were listed
- new lots in Riverview Heights were purchased for home construction

In November 1979 Jon DeTemple informed the Board that the College had received a certificate of stock in the NewMark Corporation. "This particular group is the company that owSns the laundry machines in the dormitories. The stock will be redeemed for approximately $19,000 worth of equipment and thus the Educational Foundation will become the owners of the laundry equipment in the dormitories and will enter into a service contract with ACES. This contract will be similar to the one ACES has with the NewMark Corporation. It is anticipated that the Educational Foundation will receive a small amount of revenue from this operation. It should also be noted that the Foundation will be responsible for the replacement of the equipment." Laundry services were eventually turned over to ACES (Auxiliary Campus Enterprises and Services) in May 1995.

In March 1980 there was much discussion about lease payments for the Wellsville campus. The sentiment of the Board was "that when new leases are negotiated with the State for the Wellsville campus, an attempt should be made to increase the per square foot cost presently being paid by the State." In July, John DeTemple reported, after a capital budget hearing in Albany, that there was a possibility that $2.00/square foot might be negotiated.

At the same time, there was a proposal made by Walter Babbitt to sell the Educational Foundation buildings and land adjacent to the present Wellsville campus that was being rented. At that time, Mr. Babbitt was receiving $18,896 in rent for the Building Construction Building, Masonry Building, classroom building, parking lot, Mite-E-Lite income on the storage building, and Air Preheater (1/2 of the Masonry Building). In May of 1980, a motion carried, which stated that EF would purchase the buildings, according to the terms of a letter from George B. Harris (Attorney for EF). They were sold for $150,000, with a down payment of $40,000.

Dr. Charles Orlando was appointed to the Board to replace Mr. John Dupont and he joined the Board in April 1980.

Support of reduced membership fees at the Hornell Country Club and the College's Small Grants Program continued during the year. Funding in the amount of $425 was given for support of an Educational Opportunity dinner.

Construction of house #20 had begun. Since this was the last previously purchased lot in Stannards, it was decided to purchase one more lot from Walter Babbitt. In August, mention was made of obtaining options on future properties.

It was expected that the Food Service Department would be occupying the old SAC building in September. Negotiations were being held with ACES in regard to the smooth transition of the food services operation on the Wellsville campus.

July 1980 – June 1990

In early 1981 the possibility of exploring for gas on the Alfred and/or Wellsville campuses was first discussed. Negotiations began with the New York State Energy Research Development Authority (NYSERDA). By April, Dr. Huntington reported that SUNY did not appear to be very enthusiastic in regard to a proposal made by NYSERDA and that individual campuses had little say in the process. In May, Charles Joyce of Joyce Pipeline indicated that he would be willing to pay $3.00 per acre, per year, with a drilling commitment of two years. He said that the "opportunity would be afforded to buy the gas at the wellhead if it was legal for the school to do so." By October, it was decided that a narrative was to be developed describing the property to "potentially be involved in a drilling project. The description is to be forwarded to potential bidders." In May of 1984, the Ad Hoc Committee on Gas Lease recommended that EF lease property to Venturex, Inc. for two years at $3/acre and 1/8 royalty. The first 2,000 feet would be exempted. It was also recommended that the 2,000 feet be leased to Otis-Eastern at $2/acre, also with a royalty of 1/8. Also, the EF expected to receive 200,000 cubic feet of gas on succeeding wells. No leases were signed as of the 1982-83 fiscal year.

In spring 1981 options were discussed for the purchase of additional lots in close proximity to those already built in Stannards. Negotiations began with Mr. Babbitt for the purchase of six lots in the Town of Willing. In May it was reported that these lots would be purchased for $32,000, with an $8,000 down payment. Originally, the rest of the payment was to be made in September but was later postponed until the next fiscal year.

EF provided $700 in support of DECA students to compete in a national competition.

Surveying curriculum students worked on activities relating to surveying roads on the Wellsville campus. This work was in support of plans to close the Center Road and construct a loop road.

Professor Al Winslow (Horticulture Department) volunteered to draw up a planting plan for the Wellsville campus, with separate drawings for each building, including cost estimates. Eventually, $2,500 was allocated to support landscaping.

In May 1981 a resolution was adopted which stated that "The house building program must be capped at $150,000 plus future profits. Complete accountancy breakdown must be provided on a house prior to sale."

During the summer several faculty members on the Wellsville campus volunteered their services to help complete the new food service facility, in time for its use at the beginning of the

1981-82 academic year. The building was reported completed and “in very good shape” in September.

A purchase offer on House #19 in the amount of $54,000 minus a $2,300 realtor fee was received.

The Foundation approved Dr. Huntington’s request to support the Employee Assistance Program.

Authorization to purchase or lease an American-made car by the Educational Foundation for the use of the Executive Director was approved in October. A Mercury Cougar was provided. From December 1981 through November 1982 a total of 16,286 miles were driven in this car, of which 5,775 miles was reimbursed to the Foundation.

Review of Educational Foundation activities during 1980-81 (not noted above) included:

- support of many on-campus programs--$17,000
- scholarship support--$23,300
- $267,952.43 provided for the construction of homes by the Building Construction Department
- donation given to Wellsville Ambulance Corps
- plaque presented to the Educational Foundation at commencement exercises at the School of Vocational Studies in appreciation for all its support to the Wellsville campus.

In the beginning of the year, a Financial Fact Sheet prepared by Jon DeTemple about the Foundation, showed that total assets as of June 30, 1980 were $1,978.007. In addition, it was noted that of the $221,100 projected operating income for the current fiscal year, $140,000 would be generated through building leases.

Sometime prior to 1982 an Architectural Planning Committee had been formed. In early 1982, the charge to the committee was accepted by the full Board. It read as follows: “Approve house plans - Plans to be submitted with proposed budget for each component and budget rationale.” Other charges included reviewing progress, including budget updates to be submitted at least every two months, approving major changes in the plans, reviewing major budget revisions, recommending sale price to the Board of Directors and negotiating with the realtor.

In March the Board provided $500 in support of a “Learning Disabilities Conference.”

Renovation plans for the old Food Service Building, to be used by the Drafting Department, were reviewed. In April, it became known that the Keystone Building was available for purchase. A committee was appointed to negotiate for its purchase, at a cost not to exceed $25,000. The building was purchased, and by July 1984, $12,000 had been approved for renovation of the facility.

Support for DECA was discontinued, as was a subsidy for any golf program by the Educational Foundation for the 1982-83 fiscal year.

Support of the Alfred Village Band ($500) as well as the A.E. Crandall Hook and Ladder Company ($1,000), and the Alfred Station Fire Company ($685) continued.

In October the Long-Range Planning Committee was dissolved and an Educational Foundation Property Committee was established.

Review of EF activities during 1981-82 (not noted above) included:

- support of many on campus programs--$19,000
- scholarship support--$24,600
- funds in excess of $175,000 provided for construction of homes by the Building Construction Department
- houses #19 and #20 sold

In early 1983 discussion was again reported regarding the digging of a gas well. If drilled, it was expected that the Wellsville campus would save about $2,800 per month. It was noted that the December 1982 gas bill for the campus was $12,129.

Support for the continuation of 12 tuition scholarships passed. In addition, $13,000 for talent scholarships was approved.

Minutes of the Property Committee for June 1, 1983, included the following statement:

> [Dean] Vander Linde presented for consideration the concept of arranging for the development of a multi-year plan to entail the instructional program activities to construct a facility to replace the present Building Trades Department facility.

Over the previous few months the EF had been asked to support a proposed Swine Facility. By December 1983 other sources had been found and it was thought that EF support might be needed only for building materials and partial funding for the operating capital of the enterprise.

By March 1984 the property formerly owned by United Refinery had been turned over to EF. Transfer had been slowed as United Refinery had filed for Chapter 11 bankruptcy. A bid of $2,500 from Vossler Enterprises for the removal of the bulk storage tanks had been accepted. The pumping station was also removed. The acquisition of this piece of property marked the completion of the drive to make the campus a physical entity. The loading dock and pump house were subsequently demolished.

Also, tuition assistance for a special project between the School of Allied Health Technologies and St. James Hospital was provided.

Faculty from the School of Engineering Technologies made a proposal to have the EF finance personal computers for faculty in the School. The proposal was turned over to an *ad hoc* Committee on Support for Microcomputer Acquisitions, which later recommended that EF not get involved with this financing. The entire Board, at its April 3, 1984, meeting voted to go along with the recommendation.

The $150,000 cap on the Wellsville house construction projects was eliminated, as a new construction budget procedure for each house was put in place.

An expenditure of $264 was approved to have a forester mark trees to be cut on acreage in Wellsville and Alfred. The wood would then be sold for firewood.

EF agreed to purchase a tractor and equipment to be used by the College's Physical Plant. It was then leased to the College for $7,000 and the remaining $1,200 cost was assumed by the EF as the equipment was also to be used on EF property.

In May 1984 an additional $10,000 was approved for scholarships, half for academic and half for talent.

At the same time, a maximum of $1,000 was approved to help defray costs of sending Richard Rygiel, College trainer, to attend the U.S. Junior Pan-Am Games

in Mexico City with the Unites States wrestling team.

Two thousand dollars was allocated for an Honors Convocation.

In July 1984 a recommendation was made and approved that a new Senior Auto II Lab be constructed at a cost of about $180,000. By October of the same year the facility had been constructed by Herald Ford Construction Co. Also, it was decided that EF would allow the construction of a 41-foot addition (shell only) to the Food Service Center, to be built using campus resources, not EF money. A plan for obtaining $20,000, which would be needed for the heating and lighting, was being developed. The October 1984 minutes re-iterated that EF funds would not be used to fund the project, which was completed by December 1984.

At the September meeting J. DeTemple asked for a resolution allowing him to invest Foundation funds with E.F. Hutton & Company. Resolution passed. Also, a motion carried to provide $3,000 to aid in refurbishing the Alumni House and to provide money to purchase a used tractor for $16,500.

In October it was decided that EF would take an option on six lots in the Walter Babbitt property to be used for house construction. Five properties were offered at a cost of $3,750 each and the sixth for $4,250. The following year it was decided that one lot would be purchased each year.

Also, a Campus Planning Committee was formed during the year. One of its tasks was to work toward transferring campus roads from the Town of Wellsville to the Foundation.

At the Annual Meeting, held on November 7, 1984 it was reported:

- during the past fiscal year income exceeded $200,000
- the Building Construction facility was evaluated for replacement or rehabilitation. As a result, a major rehabilitation project was approved. The first phase was completed with the removal of parapets, roof replacement and repointing of all exterior work
- under the direction of R. Stillman, a map file was created with the hope that it would eventually cover the Wellsville property and then all properties owned by EF, as well as by ACES and by the College
- laundry facilities provided over $10,000 in income
- support programs in the amount of $18,500 included funding for Peer Tutoring, Diamond Jubilee Celebration, Campus Art Program, Instructional Improvement Grants, Classified Service Staff Recognition Day, local fire companies, Alumni Association and a College Band trip
- $34,300 was provided in scholarships, including freshman, SUNY Honors, Talent, Sigma Tau, plus several from the Endowment Fund. “The Educational Foundation Investments Committee decided to liquidate the Endowment Fund in its present form

and utilize the funds internally while still setting aside a rate of return to equal to the past performance through Key Trust for scholarships"

In December $500 in seed money was provided to the Allegany County Area Foundation, Inc.

During the year requests to purchase EF property in Wellsville from groups such as the ASPCA and Daystar Full Gospel Church were denied, as well as a request for purchase of property in Alfred from Psi Delta Omega.

In early 1985 $160 was allocated to the Hinkle Library to fund a photo contest and $3,000 to Residential Life for purchases of recreational equipment for the residence halls. The Foundation also funded a Pressure Demand Air Mask for the Wellsville Fire Department.

An anonymous donation of $50,000 from a member of the class of 1939 was received and earmarked for scholarships.

In February Acting President Jon DeTemple (David Huntington was on medical leave) asked that the Board consider transferring $20,000 from operating funds to the Endowment Fund. The money was to be placed in the unrestricted section and earnings would be used for scholarships. The request was approved at the March 2, 1985 Board meeting.

A proposal by David Cavagna to purchase 300 face cords of firewood, cut from the Wellsville property (at $4.00/cord) was accepted. In April 1986 this contract was extended to April 1, 1987.

Minutes of the May meeting report on a meeting held between the College and the Town of Wellsville's Attorney, Supervisor, Highway Supervisor, and Village of Wellsville's Water Supervisor, which discussed the possible transfer to the Foundation of the roadway which runs through the campus. As later reported in the Annual Report (November 1985), an agreement was reached, and it was noted that "this will make it possible to eliminate traffic through the center of campus and develop a loop roadway."

Minutes of the Property Committee meeting held on May 21, 1985 indicated that a proposal to design-construct an Auto II (Senior Auto) facility had been submitted by Herald Ford, Inc. The ramifications of pursuing a construction endeavor with only one proposal being submitted were discussed. The Committee recommended that the proposal be sent to the full Board, with a recommendation that it be accepted. At the full Board meeting held in June, recommendation

was accepted. The proposed cost was $285,000 for construction and $5,750 for engineering design services. Another $100,000 was authorized to complete the interior of the building.

At the May 21 meeting it was reported that a meeting had been held on May 6 regarding the Sinclair Refinery Contamination Study. A report of the meeting in the May 7, 1985 issue of the *Wellsville Daily Reporter* stated:

> Another concern was for the safety of schools and businesses which are located on or near the refinery site. George Poviou, of the EPS, said that according to the State Department of Health and the Center for Disease Control, 'for the purpose of the building and habitation by adults, they felt there is no need for any further concern with respect to health hazards.'

A report presented at the Annual Meeting held on November 5 listed a number of items regarding the work of the Foundation during the year. These included:

- income exceeding $213,000 obtained
- a proposal was studied regarding possible purchase of the Hillside Homes. No decision was reached
- leases were developed for oil exploration
- laundry operations provided more than $10,000 in income.
- support programs were budgeted at $21,750 and included Peer Tutoring, Campus Art, Instructional Improvement Grants, Classified Services Staff Recognition Day, Alumni Association, and Deferred Giving program
- scholarships in the amount of $7,300 were budgeted, including Freshman, Talent, Sigma Tau and several scholarships from the Endowment Fund
- $2,000 was given for the Honors Convocation
- the addition to the Food Service Center was completed
- the Swine Production Facility at the College Farm was financed by the Educational Foundation with construction being a joint project with farm personnel, Wellsville instructional programs, and College personnel. The Commissioner of Agriculture was present for the dedication of the facility
- $3,000 was provided to the Alumni Association to help with the renovation of a surplus building into what became the Alumni House

In December $238 was given for a Speech Laboratory. Also, it was decided that the EF would lease its Alfred property of approximately 200 acres to Hampshire Oil and Gas Company for $3.00/acre, subject to consultation with the Foundation's Attorney.

Herald Ford was asked to look into the removal of the smokestack on the Wellsville campus.

In early 1986 funding in the amount of $4,215 was approved to aid the School of Agriculture and Allied Health in setting up a lab for animal embryo transfer.

In April 1986, a motion was passed in which $15,000 was included in the 1986-87 EF budget to initiate a work-study program. It was expected that about 60 students working approximately 75 hours could be assisted with the program.

In the spring of 1986, the 20th Anniversary of the Wellsville Campus was celebrated. Fifteen hundred dollars ($1,500) was spent by the Foundation to support activities related to the anniversary.

The Property Committee also recommended that EF purchase conduits to be installed by telephone company crews. By July this had been done.

In June, the Foundation agreed to donate $15,000 (of the total $56,000 needed) to prepare a professional videotape for marketing the College. The Foundation would "front" the rest of the money, which would be paid back over a five-year period. Other groups asked to commit funds included the Alumni Association, ACES, Residential Life, Annual Giving, Admissions, and two of the campus unions-- United University Professions (UUP) and the Civil Service Employees Association (CSEA).

It was also noted that President Huntington was retiring (effective September 1, 1986) and J. DeTemple would no longer be the executive director of EF. It was proposed that he be retained, by contract, for between six and twelve months to allow transfer of information to the interim executive director, at a cost of $850 per month.

After consultation with Dr. Huntington, it was decided that William Mombert would serve as interim manager of EF until the new president (John O. Hunter) "has time to become closely associated with the Foundation and make his own decisions." In a letter sent to Eugene Jacobs (president of EF), Dr. Huntington noted that Mombert "would receive no additional compensation for performing these duties and this will be perceived as part of his assigned College duties."

Some controversy occurred as to whether EF was the correct entity at the College to accept a Polish Arabian stallion offered to the college by an individual at Cornell University. By the time the controversy ended, the horse had been sold by the owner to another party. As a result, it was realized that a policy for gift acceptances by the Foundation was needed. An *ad hoc* committee was organized to come up with such a policy. The resulting policy was accepted at the December 1986 meeting of the Foundation. It read as follows:

1. The Executive Director will be notified of all proposed gifts and will [perform] the necessary cost benefit analysis with the recipient/school/College designee.

2. The recommendation will be discussed with the Foundation and College Presidents [sic], and if acceptable, will be presented at the next board meeting.

3. The donor will be advised of the recommendation as soon as it is made and final written approval/disapproval will follow Board action.

In September it was reported that the road through the center of the Wellsville campus had been replaced by a pedestrian sidewalk.

Also, an addition to the Food Service Facility (18 feet wide by 100 feet long) was projected to cost about $38,000. Funding was to be from the net receipts of the Food Service program, not from the Foundation's budget.

Chaffee Engineering was to be contracted to develop a renovation plan to convert the Senior Auto Building to an Auto Body Facility.

Fox and Company was asked to audit the Educational Foundation financial statements for the 1986-87 fiscal year.

In October, it was reported that International Chimney of Buffalo had been contacted about "demolishing a smokestack and possibly an accompanying building" on the Wellsville campus. The company later reported that the cost of the demolition would be $56,500. No action was taken on this proposal, as the College was awaiting the outcome of a $100,000 grant proposal by Dr. Vander Linde, which included the chimney demolition.

A check for $464 was received for the gas lease on the Wellsville property and another for $276 for the Alfred property. In December, it was reported that plans for a gas well in Wellsville would include an inquiry to National Fuel Gas for the possibility of a connection into their system. A flow test would need to be performed to find out how much gas the well would continually produce.

At the Annual Meeting, held November 11, 1986, the following items were noted:

- major income sources included: $219,000 from the building leases, $47,000 from rental apartments, and a net income of $15,000 from the laundry operations
- $27,000 was spent on support activities, including Tutoring Grants, Instructional Improvement Grants, the Campus Art Program, and community support programs
- scholarship aid in the amount of $34,000 for 48 students through Talent and Freshman Scholarship programs was distribute.
- the Foundation administered an endowment of approximately $225,000
- the balance sheet at the end of 1985 was $1,708,505 and $1,740,239 for 1986
- the floor was poured for the start of the new Senior Auto Building
- houses #24 and #25 and were sold and a purchase offer on #26 was accepted
- planning activities were approved for improvements to the Keystone Building which would house an Electrical Department laboratory, the Food Service Building, and a water drainage system

It was reported at the November 11, 1986, meeting that the loop road was officially named College Drive. Also, the NYS Department of Environmental Conservation issued a declaration that “there is no surface water contamination on the Wellsville campus.”

In January 1987 a gift of $50,000 was received from the Sorrento Cheese Company. It was reported that the money would be used for scholarships.

Also, the consulting services of J. DeTemple were no longer deemed necessary.

In February a motion to increase freshman scholarships in the amount of $17,500 for the next academic year was passed. Later in the year, $2,400 was appropriated for Talent Awards.

In March it was stated that the “new projection for the Wellsville campus rental income is $225,000.”

In May, a memo was sent to President Hunter, by William Mombert, regarding goals for the Educational Foundation for 1987-88. Among the stated goals:

- EF “will broaden its mission to include fund raising activities”
- EF “will maintain financial stability through a balanced budget plan”

- EF “will reduce it[sic] costs of operations to the greatest extent possible”
- EF “will increase its support of College priorities”

In June, the investment guidelines for the Educational Foundation Endowment Funds were outlined and included investing funds for a maximum return, a need to have the investments insured, to be flexible and to make use of up to a five-year investment period. Also, for the first time “line items for capitol [sic] expenditures will be separated while support programs will, for the most part, remain as a pool of funds.”

In September it was reported that for the first time directors of the Foundation were covered by Director’s Liability Insurance.

The Property Committee reported that grading and shoulder work had been completed on the Loop Road.

An appraisal value of Educational Foundation-owned property in Alfred (in Hillcrest Court and High Street) was established at $379,000. This information was needed to help decide whether or not the Board should think about selling the properties, after speaking with financial consultants regarding the Board’s financial affairs.

It was reported that over $275,000 in gifts were accepted during the year, including one from Kamyr, Inc. for a $200,000 Computervision System, and $50,000 in equipment from Harris RF.

In September the Board reaffirmed its prior policy of selling houses built by students and put this policy in writing. During the next months, it was decided that the homes would be sold on the open market.

By October it was reported that most Agency Accounts had been converted to IFR (Income Fund Reimbursable) accounts.

Also, a consolidated building lease with a semi-annual payment clause had been completed with NYS for Educational Foundation properties.

Directors viewed the ASC video “The Leading Edge” whose production was partially supported with Educational Foundation funds.

House #28 sold for $87,000. Estimated expenses were between $68,000 and $70,000.

In November 1987, a gas lease was authorized, and by December it had been finalized and recorded.

Minutes for the Annual Meeting are not on file.

NOTE: Only minutes for January through September 1988 are available for this fiscal year.

In early 1988, an agreement proposal between the Foundation and ACES was distributed.

It was noted that between August 3, 1987, and January 18, 1988, $10,124.90 was spent on Educational Foundation equipment purchases on items such as refrigerators, a range, hot water tanks, incinerators, and 19 coin-operated washers.

The Financial Planning Committee reported, and a discussion ensued, about the reallocation of funds and a change in emphasis of the Educational Foundation's goals and objectives. It was noted that as a part of the College's goals, approximately $90,000 would be needed to support the President's Honor Scholarship Program for the coming year. It was felt that approximately $50,000 of current budget expenditures (operating expenses and support programs) could be picked up by either ACES or by using State money, which would allow this amount to be allocated for scholarships. It was thought that this would increase the Educational Foundation's image in scholarship activities as well as lay the groundwork for a concerted effort in fundraising.

"Concerns expressed included: 1) There are no capital expenditures in the budget; 2) We need a long-term endowment goal. It was stated that emergency expenditures would be picked up by the State and discussions had already started on endowment investments and goals. C. Orlando moved, and B. Granger seconded, to accept a proposal for the reallocation of approximately $50,000 for the President's Honors Scholarship. Motion carried."

In May President Hunter reported that an experimental project, to start in fall of 1988, would be instituted offering free shuttle bus service between the Alfred and Wellsville campuses. The project was being instituted out of a safety concern for the students involved.

He also noted that an Academic Computing Center was being established to guide academic computing activities “in such new directions as networking and developing state-of-the-art uses in the classroom.”

In addition, a Professional Development Center, focusing on teaching faculty and providing activities for professional improvement, was also being established.

House plans for house #31, with a budget of $89,250, were approved. In addition, the Facility Committee (Wellsville campus) presented a home construction procedure which read as follows:

1. A proposal is made to the Foundation Property Committee which includes estimates and planning economics.

2. R. Coleman and Building Trades Dept. [personnel] draw up a preliminary budget.

3. The Property Committee presents a package of recommendations to the Board of Directors. If approved, R. Coleman goes over the budget in more detail. Students may be involved with the budget process this time.

4. Board approves and R. Coleman’s financial recommendations are sent to Don Dominski, who was the accountant on the Wellsville campus

5. Bid procedures and purchase offers are set into motion and five vendor quotes are sought.

6. Invoices are transmitted to W. Mombert two times per month for payment.

It was decided that the Odle property, consisting of an acre of land at 7 Reynolds Street, Alfred, would be purchased for $7,000.

EF asked that people be contacted to see if grant money would be available for dismantling the heating plant smokestack on the Wellsville campus.

In September it was noted that for the first time the Foundation’s balance sheet was broken down into three funds: Operations, Endowment and Agency. It was felt that this breakdown would give a clearer picture of the various operations.

At the same time, a strategy paper titled, “The Creation of a Development Fund for Institutional Advancement: the 2020 Fund, “Providing a Vision of Excellence for the Future” was distributed.

In early 1989, a draft proposal for a “Procedure for the Sale of Houses Constructed by the Building Trades Department” was presented. The policy read as follows:

> It is the policy of the Educational Foundation of Alfred, Inc. to enhance the instructional experience of the students enrolled in the Building Trades Department. This is accomplished by providing the financial support necessary to allow the students to construct family residences.

The Foundation’s policy on the construction and sale of houses is that they be offered on the open market to interested parties.

Procedure:

> 1. When a house is ready for sale, the Dean of the School of Vocational Studies will contact at least three real estate brokers for written appraisals of market value.
>
> 2. Based on the appraisals, the Dean will determine the listing price.
>
> 3. Area brokers will be given the listing 14 days prior to the acceptance of the receipt of purchase offers by the Dean.
>
> 4. The Dean will advise the Board of Directors of all purchase offers. A majority (yes) vote of the Board will be required for the acceptance of the purchase offer. However, reasonable efforts will be made to contact all Board members.
>
> 5. When a purchase offer is accepted by the Board and a sale is pending, the Dean will notify the brokers. After the sale is completed, the Dean will inform the brokers of the completion.
>
> 6. Copies of all purchase offers will be kept for future reference.

NOTE: It was never indicated in the any minutes if this procedure was ever accepted, although the “House Sale Procedures” became part of the “*Operations Manual*” in 2005, with a revision accepted on November 9, 2006.

A committee, chaired by L. McCarthy, was appointed to investigate activities relating to EF properties, including such items as: “providing reserve funds for repair on the Wellsville campus,

building new housing and renting these, increasing endowment funds, developing other sites for locating new facilities in the ceramic corridor."

The Vandermark gas and oil lease (on Moland Road, Alfred) was renewed for another year (76 acres at $3.00/per acre).

In February 1988, discussion began on the future of faculty housing owned by EF. These units had been built in 1964 to provide adequate housing for incoming faculty. The original cost was estimated to be between $180,000 and $200,000. In 1989 they were assessed for tax purposes at $250,000 and an appraisal of $375,000 was obtained. The average net income for the previous 10 years was about $13,000, or a .0385% rate of return, if the properties were valued at $350,000. It was estimated that if the properties were sold for $350,000 and the money invested in a long-term investment, the return would be about $28,000 per year. Selling the properties and investing the monies would give EF a greater return. It was estimated that repairs on the properties, including two new roofs, as well as lesser repairs, would cost at least $8,750. The Board agreed that the housing investment had "achieved its goal." It was suggested that the Foundation advertise for bids for the sale of the Hillcrest Court housing, with a minimum bid of $350,000 accepted, and the right of refusal to any and all bids.

The College made a request to NYS for an increase in the lease of $40,000.

It was stated that "A portion of this would go to the Educational Foundation." Later in the year it was noted that the lease payment increased by $30,000 (from $1.04/sq.ft. to $1.17/sq. ft).

The Educational Foundation agreed to support the President's Honors program in the amount of $18,000 (total cost of the program was $25,000).

Discussion continued during the spring semester with W. Babbitt regarding purchase of the remaining nine or ten lots on his property.

At the Annual Meeting, held in November 1989, it was reported:

- over $90,000 in scholarships from EF operations, endowment and agency support were awarded
- a restoration of repair and maintenance funds for the Wellsville campus was authorized
- a capital budget of $15,000 was approved for 1989-90
- house #29 sold for $89,500 ($10,000 profit)
- Endowment Funds assets increased by 20%, to more than $431,700

The decision to purchase six additional lots (at $6,500 each) from Walter Babbitt was made in early 1990.

The balance sheet of February 28, 1990, reflected for the first time the new budget policy of showing a repair reserve ($37,844). It was also noted that there was a hope that the endowment fund would exceed half a million dollars by June 1990 and that the principal in this fund could be maintained and only interest would have to be used.

Talent awards distributed for the 1989-1990 academic year amounted to almost $27,000. Sixty-six students benefited from these athletic, band, choir and drama awards. Alumni Association contributed $5,000 toward these awards, the rest coming from EF.

The Honors Program cost the Foundation $56,000. For the next fiscal year this amount was reduced to $43,000. It was expected that the difference would be made up from other campus sources and/or donations.

July 1990 – June 1999

In July it was reported that the endowment fund was over $477,000. As of July 1, 1990, “Norstar [sic] Bank began managing $426,000 of this money, with 42% in money market, 41% in equity and 18% in fixed income”.

In September a motion passed to sell 21 acres of Foundation-owned land adjacent to the vocational campus to Otis-Eastern Corp. (at $500 per acre). EF retained the mineral rights.

Plans for House #33, the last to be built under Ron Coleman’s direction, were discussed. Ron was reported as saying that he “would like to see a flagship for this house and the price is $101,897.” Since the house was expected to cost more than $100,000, the cap on expenses was raised to $150,000 and the builders’ risk insurance property was raised to $200,000.

During the fall, the Futures Committee provided a report to the entire Board, which emphasized a long-term plan that would “modify current activities and diversify assets.” Among other recommendations, “Priorities of the Foundation should be to maintain the Wellsville Campus as a planned site as well as it has been for the past 20 years. With Wellsville, management of endowments, and leveraging assets from other income sources that may have a higher risk, funds may increase.”

The Futures Committee, at a later meeting, recommended that three subcommittees be formed: one for the Wellsville Campus, one for endowment, and one for other holdings. Goals for these subcommittees were the following: maintaining the Wellsville campus, for which an increase in the operations fund would be needed; looking at increasing the unrestricted component of the endowment fund; reviewing decisions made on rental housing.

Reports made at the Annual Meeting in November 1990 included:

- an allocation of $25,000 for repair and maintenance for the Wellsville campus was authorized, as well as a like amount for capital projects
- new roofs were installed on all apartments, with the work done by students at the Vocational School. Monthly rent was increased to $340
- 16 washers and four dryers were purchased for use in residence halls.
- house #30 was sold for $86,000
- financial aid support in the amount of $67,679 was distributed via Honors Scholarships, Talented Student Awards, Work Grant Programs, Honors Convocation and Sigma Tau Scholarships

- other support programs funded, in the amount of $6,794, went to ; the A.E. Crandall Hook and Ladder Company, Alfred 21st Century Group, Alumni Association, Campus Beautification and Choir trip
- state lease payment for the campus remained at $270,000
- Endowment Fund assets increased by 12%

In January 1991, Dr. Jerry Ryan, who had been hired to evaluate current conditions for College-wide fund raising, reported in *An Audit of the Educational Fund Raising Program of Alfred State College* the need for a CAO (Chief Advancement Officer) responsible to the College president. It was thought that any consideration of the proposals would require a change in structure to the EF's Board of Directors. An *ad hoc* committee was appointed to examine alternative modes for the Board to consider.

Fifteen hundred dollars was donated to the A.E. Crandall Hook and Ladder Company for the ambulance fund. It was noted that 36% of ambulance calls came from the ASC campus.

In May, the By-laws Committee suggested a new structure for the Foundation: 15-18 Directors from four voting categories: three from alumni (not faculty or College Council members), three from College Council (not faculty or alumni), three from teaching faculty (teaching or non-teaching, but not management) and nine elected by the Board of Directors with a two-thirds vote. Other suggestions included: a minimum of quarterly meetings for the full Board, committees (Finance, Scholarship, Development, Property, By-laws/Election/Policy) meeting at least four times each year. These changes were accepted at the Annual Meeting held in the fall.

House #31 sold for $123,000, with a profit of $25,000. Robert Granger suggested that profit from the sale of the houses be used to build a fund from which future houses could be built, so that the Foundation need not borrow money. He said that this would give the program stability over a period of time and serve as an incentive for the curriculum it serves. It was decided that the proposal would have to be considered by the Finance Committee.

An appraisal of the apartments owned by EF reported a figure of $560,000. The Finance Committee was directed to see if the same result could be achieved by selling the apartments and investing the money as was being received from rents.

The value of the portfolio as of April 30, 1991, was $481,301. The Foundation voted to support a Leadership Scholarship in the amount of $1,000 each year for two years for incoming freshmen who were student leaders in high school.

A motion to set up an Alfred State College Fund was accepted at the September 1991 Board meeting.

At the Annual Meeting held in November 1991 the following items were reported:

- 20% growth in the endowment fund—an increase of $38,680
- $58,000 spent for honors and talent scholarships
- $23,000 spent for peer tutoring
- lease payments amounted to $270,000
- Wellsville campus maintenance in the amount of $25,000; same amount for capital items. Future needs for the campus noted: parking lights, grassy areas, curbs, lawns, etc., so as to provide a “finished” appearance to the campus
- support programs not noted elsewhere included: contribution to the Community Colleges of the Finger Lakes; help with acquiring Bachelor of Technology degrees
- final payment on the Babbitt mortgage for the Building Construction building made
- 10 washers and dryers purchased for use in residence halls; income from use down about $13,000 from last year

HISTORY OF THE ARCO CLEAN-UP

In February 1992 the following motion was passed:

> WHEREAS in or about November 1991 SUNY began an investigation of the involvement of Alfred State College in the Sinclair Refining Superfund Site; and
>
> WHEREAS the Educational Foundation of Alfred, Inc., is the fee holder of the Wellsville Campus of Alfred State College;
>
> BE IT RESOLVED that the Educational Foundation of Alfred, Inc. retain the firm of Lipitz, Green, Fahringer, Roll, Salisbury and Cambia, 42 Delaware Avenue, Buffalo, New York, for the purpose of representing the Educational Foundation of Alfred, Inc. in regards to all matters pertaining to the Sinclair Refinery Superfund Site; and it is further
>
> RESOLVED that the Executive Director is authorized to execute a retainer agreement for a retainer of $5,000 at a billable rate of up to $150 per hour with said law firm.

June 4, 1992: A release to enable the ARCO group to be able to survey the property was given by the College. R. Granger reported on an extensive inquiry received from the EPA which was answered. It was also thought that SUNY should be asked for a release for ARCO to be able to look at the property in question.

July 16, 1992: The attorneys representing EF were in contact with ARCO. “There is a triangular piece of land, 1000 feet at the base and narrowing to a point, which is currently owned by the Foundation. ARCO is not interested in holding the Foundation accountable, but ARCO will not release SUNY from liability at this point. It was reported that any concrete foundations do not have to be removed to test soils in the area… The location is across the access road and to the left of the auto building. Removal of asbestos from the heating plant is also being considered. At this time there is no reference to liability and costs…” Bill Mombert suggested that the Foundation might approach ARCO to advise them of the impact of this issue when ASC is recruiting students.

August 18, 1992: “Bill [Mombert] spoke with Buffalo attorney today to see future implications for the next year. September 8 the attorney will have a report ready for the board. The first phase

of removal references a very small piece of the Foundation's property. This is covered and has used the $5,000 retainer. The second step in removing oil remains from the parcel not on campus. SUNY has received a possible responsible party notice on the issue of the oil separator. The third phase will address the ground water before it reaches the Genesee River. ARCO realizes the Foundation is a passive landlord. If the tenant of the Foundation did contribute to the contamination, ARCO will pursue the tenant. If this particular aspect does not occur, then ARCO may come back to the foundation…"

September 8, 1992: "As of this date, there is not further news from the attorney in Buffalo. ARCO feels the Foundation is a passive landlord. However, it is not known what SUNY's position is on this topic. At this time, it is not known what the current SUNY attitude is on use of the property."

November 10, 1992—Annual Meeting: "Bill [Mombert] received a call from the attorney in Buffalo indicating ARCO has acquired another firm of attorneys who are now looking at potentially responsible parties. Bill has been contacted by this new firm. This is the first time the Foundation has been cited in any of this problem. Further discussion will be held in Wellsville. The Buffalo attorney feels the next year's attorney fees will probably amount to an estimated $20,000."

January 6, 1993: Charlie [Orlando] reported on a three-hour meeting with lawyers and representatives from ARCO, as well as with engineers and Marti Ellerman from SUNY's law office. A great number of issues were discussed:

Asbestos removal in the heating plant was to be managed by ARCO, as written into an agreement with EF, but ARCO reneged as a result, they said, of the deterioration of the facility, including the need to eliminate hazardous material. ARCO said that EF should pay to have it torn down. Previous estimates for tearing down the smokestack were estimated at over $55,000.

- "The oil and water separator was used by the Refinery to collect runoff because of its salvage value. However, ARCO contends the current contents are not the result of refinery operations. ARCO feels the Foundation and SUNY are responsible since the analysis shows materials from later years. There would be a cost of $400,000 to remove it. The residual effects on the ground water today will affect the future and may cost $4 million over 20 years. ARCO accepts 50% responsibility for this."
- Responses from EF were due by January 31, 1993, since SUNY said that while the Attorney General's office would supervise the settlement, it must be paid by the local campus. It was thought that a settlement of between $100,000 and $300,000 might be acceptable to ARCO, as it was felt that ARCO did not want to go to court. They might be willing to do the clean-up (including pumping up the groundwater, treating it and then pumping it into the river). After the smokestack was removed, the result would be a clean piece of land.

February 9, 1993: An attempt was made to reach an agreement with ARCO, with an amount given to ARCO toward the cleanup. In addition, ARCO said that it needed 340 square feet of office space during the time of the groundwater cleanup. The agreement needed to include tearing down the heating plant and the smokestack, bringing the land back to grade, covering it with gravel, and maintaining the chain link fence on site.

April 7, 1993: Final draft of the agreement was in process. The agreement will include wording about indemnification. It was decided that while the public would be told of an agreement for the cleanup, no stated dollar amount would be shared with the public. The agreement includes the demolition of the smokestack and building, and resurfacing of that area. It was noted that money realized from the sale of the Hillcrest and High Street apartments might be used to pay ARCO.

June 8, 1994: ARCO finalized the agreement with EF.

November 22, 1993 (Annual Meeting): The power plant and smokestack were demolished. ARCO was paid the agreed settlement costs in June. The agreement included a "hold-harmless" contract with ARCO. SUNY also settled with a similar agreement.

April 14, 1994: It was reported that as result [of the] agreement in settling the issue, "ARCO will handle any claims against the foundation."

July 6, 1994: It was noted that "One additional lawsuit has been filed by United Refining Co. and is being defended by ARCO on behalf of the Foundation."

This is the last time that any reference is made regarding the agreement between EF and ARCO in the minutes.

The situation may be summarized in the following manner (as provided by Bill Mombert in an email to the author on October 3, 2007):

> "The amount [paid by EF and SUNY] were not made public and were part of a non-disclosure due to lawsuits against other parties.
>
> Although ARCO acknowledged responsibility for the property purchased from Sinclair, they felt that subsequent tenants and owners may have contributed to the contamination and [these parties] were asked to participate in the clean-up costs.

> …In return [for the undisclosed amounts paid] the vacant heating plant and adjacent smokestack [were] demolished and the site graded. Both entities were provided a "hold harmless" agreement against future legal action as owners and tenants of the site. ARCO was also provided space for continued site monitoring required per their agreement with EPA."

[END OF REPORT ON ARCO CLEANUP]

In early 1992 EF agreed to pay $3,900 for one year (half the cost) to obtain a software program to track alumni.

At the March 1992 meeting it was reported that since there was a budget crisis at the College, ways were needed to decrease costs. One cost saving measure was thought to be a possible reorganization of the College. The minutes reported that one study "will examine the possibility of moving the School of Vocational Studies to the Alfred campus. In investigating and analyzing such a move it is vital that projected facilities be as good if not better than existing facilities, that all academic programs be retained, and that this move would be cost effective requiring a reduced outlay of funds."

The Endowment Fund was reported to be about $612,000.

At the same meeting the Foundation accepted a scholarship proposal that authorized a single allocation of funds to sponsor scholarships for recruiting students. The allocation would cover Presidential, Minority Honors, and Leadership Scholarships as well as Talent Grants. This policy was to begin for the 1993-94 academic year.

Scholarships amounting to $92,000 for the 1992-93 year were authorized.

Also, a motion passed to solicit bids for the apartments, with a reserved right not to sell.

In the June minutes, mention was made that a number of groups were concerned about the possible move of the Wellsville Campus to Alfred, including the faculty at the Vocational School, the Mayor of the Village of Wellsville and the Town Council of Wellsville. Other factors that were thought to be considered include whether SUNY's capital facility office would agree that the lower campus in Alfred could be used for such a purpose, whether buildings could be moved, or if the academic integrity of the School of Vocational Studies could be maintained. It was noted that the cost of running the Wellsville campus was about $800,000, with a rental income of $270,000.

For the first time, a report was made regarding the development of a fundraising foundation. On June 16, 1992, it was reported that Bill Mombert and Tom Massara, Executive Director of ACES, planned on meeting with "a gentleman in Buffalo" to discuss objectives of a new foundation and the steps necessary to create it. At the August meeting Bill Mombert described his vision for the new Board: Primary purpose is for fundraising for the College. Constituencies would indicate that board membership is larger than the existing [EF] board and represents different groups. The number of directors from various areas is to be determined. The Brockport model has only five College members but invites representation from area industries. Bill is looking at a membership of about 30 and location of meetings might vary. The structure for number of meetings, operating committees with charges for each, terms of office, method of appointment, what is opening structure, etc. was also suggested. There should be a job description developed for board members so that those recruited would be aware of time, monetary, and recruiting expectations. The size of the board is important in planning activities to ensure sufficient support personnel.

It was expected that the new Foundation would take over the endowment and agency accounts held by EF. EF would continue ownership of present properties, but the new Foundation might be funded from net monies from these to begin with. The new Foundation should be able to generate its own monies to support its activities. It was expected that the newer board would generate monies from other sources of revenue. The main focus is fundraising and use of these monies for scholarships.

By the Annual Meeting (November 1992) it was reported that several EF board members had met with Attorney Eric Shults and that he had suggested that a new foundation be formed. "Charlie Orlando, Bud McCarthy and Ken Philbrick will be the original board members to initiate this new group. The setup work will be done by the lawyer to get not for profit status. The new board will concern itself with development, fund raising for scholarships and other needs. There needs to be a contract with New York State before this can be accomplished."

At the July meeting it was noted that for the first time separate insurance policies for ACES and EF were developed. This resulted in a savings of about 50% in fees for the Foundation.

In September copies of the mission statements of the EF and of the main responsibilities of the five existing committees were shared with the directors. Each committee was asked to prepare a budget for the Finance Committee for the May or June meeting. It was also decided that there should be a policy manual that "directs the business of the committees as well as the business of the board." Comments regarding each committee were made:

> "The Property Committee currently focuses primarily on the Wellsville campus. Any committee can be expanded to include

persons for particular issues on an as needed basis. Sale and purchase of properties should also be included in the charge for this committee. This committee will advise the Finance Committee of property insurance and requirements of coverage.

The Scholarship Committee charge was reviewed.

The Finance Committee…An additional charge is to have the committee oversee the review of the investment portfolio and make recommendation to the board

Fund Raising Committee will include all board members as well as *ex-officio* persons as needed…

By-laws Committee will be responsible for job descriptions and performance criteria for the 2 [sic] employees of the Foundation. This committee will collate and maintain policies from other committees. They will also coordinate and recommend policies as needed for Foundation operations."

The following items were noted at the Annual Meeting held in November 1992:

- cash assets total $432,345
- balance sheet indicates $1,076,802 as of June 30, 1992
- support programs included: the fire company, Twenty-First Century group, lunch for math competition, scholarships ($72,822) from scholarship fund plus $60,000 from endowment fund), peer tutoring, Honors Convocation
- motion to donate a piece of EF property bordering the President's House on Reynolds Street to New York State passed
- motion made to have the Property Committee seek a current market analysis from a group of realtors, the time it is expected it will take to sell it, and select a realtor to put the property on the market
- regarding scholarship allocations: "it was suggested 105% acceptances might be offered to insure all these monies would be used by winners"

In February 1993 it was reported that forms to initiate the new foundation were in process, including legal matters required before turning any funds over from one corporation to another.

For the first time, EF decided to distribute guidelines for allocation requests made by the College community for funding projects.

Funds managed by Fleet returned an average of 15% over two years, which was better than previous investment strategies.

The Property Committee recommended selling the Hillcrest and High Street apartments. Hillcrest would be offered at $450,000 and High Street at $79,000. By April, appraisals had been made on the properties and bids were expected in the $325-375,000 range.

For the first time job descriptions of EF employees were established by the By-laws Committee. The Scholarship Committee established a minimum $5,000 for scholarships for performing arts talent awards.

In June it was reported that a car for the new College president had been ordered. An offer of $350,000 was received for the Hillcrest apartments only. Additional offers were then received, but nothing was finalized.

A selling price of $110,000 for House #33 was suggested.

During the July meeting it was noted that scholarships in the amount of $81,432 were to be disseminated during the academic year. The lease payment of $277,000 was finally received in late May and it was hoped that next year's payment would be made in two parts.

Highlights noted at the Annual Meeting held on November 22, 1993:

- the two apartment complexes sold for a net profit of about $392,000. As a condition of the sale the EF was required to have radon tests done in each apartment and to then make any needed remediation
- work on the incorporation of the Development Foundation continued, with incorporation paperwork in the hands of legal counsel
- review of the location of the Wellsville campus was ongoing. Members of the SUNY Construction Fund were expected to visit in December to conduct a "pre-preliminary" site review. It was expected that interviews would be conducted, and tours of the facility would be made to determine academic department needs, review the proposed Alfred site for relocation and study the environmental impact of such a move. It was noted that officials in Wellsville were concerned with the economic impact of such a move. Based

on SUNY's review, a rough estimate would be developed. Figures thrown out included $4-5 million to relocate the campus
- for the first time, liability insurance would have to be paid. Because of an oversight, only fire insurance was being paid
- real estate taxes would no longer be a cost because of the sale of the apartments
- scholarship support amounted to $65,520 from EF and about $45,000 from the Endowment Fund.
- Endowment totals were about three quarters of a million dollars.
- Dr. Rezak, the new college president, asked how the lease payment is used. W. Mombert replied that it was used for:
    - funded reserve accounts
    - scholarship programs
    - community support
    - maintenance and operation of the Wellsville campus
    - funding of construction on the Wellsville campus

At the April 14, 1994, meeting it was decided that the Annual Meeting of the Board would be changed from November to July.

A rent increase, bringing the amount to $323,800 (an increase of $53,900) was reported. Fifty-six thousand dollars was allocated to improving the Wellsville campus.

ACES proposed a buyout of the laundry operations. EF had not replaced any equipment for two years. Tom Massera asked the Board to consider a five-year plan whereby the money paid to EF would be reduced each year to pay for new equipment. The original equipment had been donated to EF in 1980.

In June three recommendations from the Finance Committee were passed by the full Board: (1) Establish a reserve fund of at least $450,000 by July 1, 1998, (2) Set up a separate house fund to receive proceeds of all house sales, with a goal of self-sufficiency in the program and separating these monies from the operating budget and (3) Require that interest from the reserve fund be deposited back into the reserve fund. The goal was to be able to keep up with inflation, and again, to separate these monies from the operating funds. It was noted that money not spent on the ARCO settlement, money from the recent sale of the house, and some support money not spent, totaling $113,090, would be put into the reserve fund, which would then bring this amount to $310,000

A motion was made, seconded, and carried that the Foundation approach the Village of Wellsville to annex all the Wellsville property belonging to the Foundation.

The following items (not previously noted above) were reported at the Annual Meeting held on July 6, 1994:

- personnel changes to the EF Board were noted: Charles Orlando, president of EF, announced that it was his last year on the Board. Dr. William Rezak became president of the College. Duane Chaffee joined as a College staff member. Kenneth Philbrick resigned from the Board. Gary Balcom was nominated for Board membership from the "at-large" category. Douglas Barber became president of the Board
- four additional building lots were approved in Stannards, to insure sites for the next five years
- funds expended for Honors, Leadership and Minority Scholarships for 1993-94 were $56,600. Several new scholarships were established including: Women in Non-Traditional Studies (WINS) Scholarship. Twelve $1,000 scholarships given to 10 women and two men. Two $1,000 scholarships were provided to winners of a competition held at the Rochester Auto Dealers (RADA) show and a third $1,000 award was jointly funded by EF and RADA. A total of $82,000 was awarded by EF. Talent awards increased from $18,000 to $21,600
- Work Grant funding was increased from $12,000 to $16,000
- the operations aspect of the Educational Foundation will be assumed by the vice president for Administrative Affairs
- the Alfred State College Development Fund will administer charitable gifts on behalf of the College

In July 1994 it was reported that House #34 sold for $108,000 (less commission). Profit was expected to be between $10,000 and $15,000.

An inventory of EF-owned properties showed the following: Wood and North Halls on the Alfred campus; the Wellsville campus; a piece of property on the hill in Wellsville of 100 acres; the Betty Brown property adjacent to the Alfred campus, of about 20 acres; two lots in Stannards with work in progress, and three vacant lots in Stannards. In November it was decided to have a title search done of the Wood and North Hall properties as there seemed to be a deed for only one of them.

At the September meeting a motion was made and passed to have EF begin negotiations with the Village of Wellsville to annex the campus.

The Finance Committee reported at the November meeting that balance sheets would replace spreadsheets as a way of reporting assets and liabilities to the Board. Three accounts of note were described: endowments, operations funds, which include allocations and scholarship monies not included in the endowments, and Agency fund. It was noted that a determination as to how these monies would be organized would have to be made once the Development Fund was fully functioning.

The Scholarship Committee recommended that there be a reception for recipients of talent awards funded by EF.

Discussion began regarding providing flexibility for scholarship money, so that funds could be moved to support new ideas for recruitment.

Questions were again raised about the possibility of the Wellsville campus moving to Alfred. It was noted that NYS would not acquire any additional land for such a move.

In December 1994 D. Chaffee reported that a letter would be sent to financial institutions requesting an RFP (Request for Proposals) letter of solicitation for the management of EF's funds. Included in the RFP would be differentiation between scholarship endowment and corporate reserves. At the same time, it was thought that a history of the current portfolio should be made. Eight proposals were eventually received as a result of the RFP. It was suggested that it be pared down to three and that visits be made to the three chosen. At the time, Fleet Investments managed the current portfolio.

In early 1995 it was announced that annexation to the Village of Wellsville was on hold.

For the first time the Sugar Hill property was mentioned, first in the minutes of the Property Committee, dated August 31, 1995 and then at the September Board meeting. It was determined that EF, not ACES, owned the property. It would be more than ten years before the "situation" would be resolved.

A SHORT HISTORY OF SUGAR HILL PROPERTY

In October 2005 the Chairman of the Finance Committee [Charles Button] submitted a report summarizing the “Sugar Hill situation” over the previous 10 years. It reads exactly as follows

Ten years ago, the Educational Foundation was asked to donate approximately 88 acres of land to a group of retired professors from both Alfred State College and Alfred University who wanted to build a light industrial park in Alfred. Their thinking was that it could provide on job training for students from each College as will [sic] as help the town of Alfred. Both College Presidents wanted to see this happen. The Foundation gave the property with the stipulation that within ten years there would be at least one 10,000 sq. ft industrial building located on the property, or the property would revert back to the Foundation. In the last 10 years the Sugar Hill Corporation (retired professors and others) through grants and a small amount of their money have invested $400,000 into the property. A road, sewer facilities, fiberoptic cable and a driven well have been completed. Two years ago, the Corporation asked the Foundation to reduce the requirement of the size of the building to 6,000 sq. ft. The Foundation did that. Unfortunately, the Corporation still had problems in meeting that requirement prior to October 12, 2005, which was the end of the ten-year agreement. In the last two months there is a person who has built a 6,000 sq. ft. shell of a building with a 5" grass floor, no ceiling, no insulation and no utilities. They claim this meets the deed requirement. We say it does not. Over the last two months George Goetschius, Jim Locker and myself (Charles Button), have met with representatives of the Sugar Hill Corporation twice to discuss the issue. In the meantime, representatives of Alfred State College have indicated that they would like to have the Foundation take the property back for future use by the College. After discussions with them it appears that neither the Corporation nor Foundation wishes to go to court to settle this issue. Therefore, we would like approval from you (the members of the Foundation Board), to discuss with the Corporation the following:

1. That the Sugar Hill Corporation maintain part of the original 88 acres to pursue light industrial development and that the Foundation take back part of the original 88 acres.

2. That the Foundation pay for any expenses incurred by the Corporation members in the improvements that have been made on land that the Foundation would be taking back. This would not include money

> received for improvements from Federal and State grants or public donations. We have been told that the Corporation has or will be spending about $69,000. It is speculated that the land that the Foundation would take back would only contain about 25% of the improvements made on the 88 acres. The Foundation then would be responsible for about $20,000 of the cost incurred by the Sugar Hill Corporation.
>
> Representatives of the Sugar Hill Corporation will be taking these considerations back to their Board of Directors just as we are bringing them to you. In this scenario both parties win with the Corporation still pursuing a light industry on a smaller scale, while the Foundation has some of the property back to be used for Alfred State College. If we can't get a settlement, then the only other course we have is through the legal system. {End of Report}

On February 9, 2006, a motion was passed by the entire Board to retain a law firm in Buffalo, at a cost to not exceed $1,000 to do research on the Sugar Hill situation. At a Special Meeting of the Board held on February 27, 2006 a motion was made to increase this amount to $3,500 (but not to exceed $4,500). There was no quorum at this meeting, so the motion was not officially passed until the April 20th meeting. The law firm suggested that EF "hire a structural engineer to obtain his opinion about the [existing] structure and take pictures from all angles."

At the April meeting it was reported that the local Code Enforcement Office had indicated that the building on the property "is not ready to be occupied."

For the next few months, the Board discussed whether or not to proceed with legal action against the Sugar Hill Corporation. The decision was finally made to cease any further actions and a letter was sent by J. Locker to the president of the Sugar Hill Corporation, which said, in part:

> The Educational Foundation of Alfred, Inc. regrets that you will not consider the return of a portion of the undeveloped land the Foundation originally gave you. The land was given for what was considered a very worthwhile cause. It has been 11 years since you first received the land; the reality is that although you have made some physical improvements to the land, you have accomplished little toward your original mission.
>
> At this point in time, the Foundation continues to wish you success in your mission to develop an industrial park. We, therefore, will no longer continue any legal means to reacquire the land.
>
> Perhaps in the future you will be able to see more clearly the amount of land that you need for the park. As the Educational Foundation of Alfred, Inc. is a non-profit organization and

> organized for the benefit of Alfred State College, we ask to be given first consideration for any land that you will not be using.

In answer to the above, a letter was received from Maurice Rucker, president of the Sugar Hill Corporation which said, in part:

> Thank you for your letter of January 22, 2007 and the decision by your board of directors to no longer continue any legal means to reacquire the land in the Sugar Hill Industrial Park.
>
> Please be assured that we take very seriously our mission of job creation for the benefit of the entire area and that our efforts have been and will continue to be directed toward that end.
>
> We have recently contracted with an engineering and architectural firm to draw plans for the configuration of lot #2 and a shell building for the lot. At the same time, we have been discussing possible sale/lease of the building with interested firms.
>
> As indicated in our letter of October 26, 2006, we look forward to opportunities to collaborate with the College and will welcome any suggestions which offer mutual benefits.

[END OF REPORT ON SUGAR HILL]

Scholarship support was increased by $10,000. It was noted that 87% of scholarship monies were restricted (i.e. only 13% could be used without specific conditions). Also noted was that since the monies were in the Foundation's portfolio, it was difficult to determine the earnings of each restricted scholarship. A motion was made and passed that only the net earnings of the prior fiscal year, with a minimum earning of $100, be used for scholarship awards. Only cash dividends were to be used for future expenditures. The Athletic Director and the Associate Dean of Student Development were added as members of the Scholarship Committee.

A motion was made and passed that $89,000, an increase of $2,750, be distributed for presidential honors, leadership, minorities, WINS, and automotive scholarships, and that $7,250 be added to talent awards for athletics and performing arts. At the April meeting it was decided that all scholarship monies go through Student Accounts. WINS Scholarship requirements were modified, requiring that the recipients "be in good academic standing for continuing qualification."

A By-law was suggested, to be voted on at the Annual Meeting to be held in July 1996, that two teaching faculty (one from the Alfred campus and one from the Wellsville campus) be included in the four total representatives from the College on the EF Board.

Educational Foundation gave $1,500 to support the vocational students working on fixing the front steps of the Alfred Village Hall.

It was noted at this meeting that the Development Fund had been incorporated on January 8, 1994. This allowed the separation of the functions of fundraising and property management at the College (the former by the Development Fund and the latter by EF). While it was expected that scholarship monies from EF would be transferred to the Fund, they were not yet ready to handle the funds.

At the May 1995 meeting a proposal from the By-laws Committee was submitted. It proposed that the EF change from a membership corporation to a director's corporation.

Also, a "Laundry Vending Proposal" was made by ACES to the Foundation. The major thrust of the proposal was that ACES would take over the operation of laundry vending. The Foundation would be given 15% of the gross revenues, in return for the Foundation's seeding the operation. The proposal was approved

In May 1995 mention was made for the first time about developing Meservey Hill, in Wellsville, for houses. A sub-committee was formed for the planning and utilization of this property.

At the Annual Meeting held on July 6, 1995 (the first under the new calendar), the following items were noted:

- a major undertaking in reviewing, updating, and clarifying information on all properties currently owned by EF had been started and was still in progress. For example, Wood and North Halls on the Alfred campus were owned by EF, but their exact location was not known as survey pins were not left at the site
- the Property Committee was looking at the Butler-Larkin Building for additional classroom/lab space
- records showed that Niagara Mohawk owned a strip of land that went right through EF property in Wellsville. The Property Committee would work on possible solutions for a right-of-way or exchange of land or purchase
- Two types of construction projects were funded during the year: Capital fund of $50,000 for maintenance of the Wellsville campus and $25,000 for repairs and houses under construction

- for the first time a House Account was established to reflect the cost of construction, taxes, and proceeds of the sale of the houses
- support for the Math Counts, diversity programs, and Honors Convocation were funded
- IBM stock was sold, and the proceeds went into the Burzycki Memorial Scholarship
- the ACES contract was approved, noting that it provides EF with accounting services, cash management services, realty management, and review of insurance policies
- A *Resource/Operations Manual* was begun and will be continually updated. The manual "will be a source of information for orientation of new board members, established policies and procedures, etc."

At the July regular meeting, it was noted that before anything further would be done regarding the Butler-Larkin building, assurances from ARCO that EF would be held harmless were needed It was thought that about $68,000 would be needed to convert the space into a classroom/lab facility. At the September meeting, President Rezak reported that the College had determined that the building was not then needed, so EF would not pursue purchasing the property.

It was decided that all officers of EF could authorize payments on the EF general administrative account.

A joint meeting of the Property and Finance Committees was held on September 28, 1995, to discuss the House Account. It was concluded that:

- all assets regarding the House Accounts would be moved to a House Fund as of June 30, 1996
- EF would need an annual cost summary on every house and lot
- the Property and Finance Committees combined would have the responsibility to review the House Fund and return on assets

It was decided that a survey of Meservey Hill, including a survey of the overall property, topographical map, and storm water layout would be made by James Ball, Surveyor.

At the November meeting, the Finance Committee report on an investment strategy was passed. It included:

- Fleet Investment Services be asked to develop an investment strategy so as to provide a 6% scholarship allocation based on the previous five years' endowment fund balance as of 12/31 of each year
- a sub-accounting system be provided, again by Fleet, to provide an endowment accounting system which includes detailed sub-accounting
- the stabilization fund be invested in mutual funds in the American Funds Group, with the mix to be determined and monitored by the EF Finance Committee

In February 1996 it was reported that the transfer of the Barber property (2 Barber Lane) to EF had been completed. Also, a new Vocational Excellence Scholarship for 1996-97 was approved. Three lots in Stannards were deemed too small to build on, so a motion passed to have the property divided into only two lots.

In March John Anderson, VP of Institutional Advancement, presented the Finance Committee with an update on the Development Fund and requested seed money from the Foundation. The request was sent to Finance Committee.

At the same meeting it was noted that the property inventory was completed and was noted as being “current and accurate.”

In addition, Harry Snoreck, VP for Administrative Affairs, informed EF that the College was interested in the Butler-Larkin Building becoming part of the Wellsville campus. C. Baker, owner of the property, indicated that he was willing to sell it for $180,000. EF was willing to purchase it for $120,000, so negotiations were continuing.

Also, in March, the By-laws Committee suggested the following changes:

- The VP for Administrative Affairs or designee would serve as an *Ex officio* member of the Board
- Educational Foundation would no longer have an Executive Director
- The Operations Manager would be evaluated annually by the Board of Directors and EF President

At the March 1996 Board meeting it was noted that the Wellsville campus survey (19.4 acres) had been completed and that aerial photographs had been taken of Meservey Hill.

The May 23, 1996 meeting of the Finance Committee dealt with the transfer of EF Endowment Accounts to the Development Fund and the steps needed to be undertaken to accomplish this were listed:

- a written request was needed from the president of Development Board of Directors requesting the transfer of the endowed scholarship fund as well as those restricted agency accounts that are for the benefit of the College
- legal opinion was needed for appropriated transfer method (to be provided by Patricia K. Fogarty)

- need noted to identify Agency Scholarships to be moved to Fleet for management
- decision made to distribute income on or about June 30, 1996
- set up new accounts in the Development Fund
- establish an audit committee and select an independent auditor

It was also suggested that the EF's By-laws Committee review the By-Laws to ensure that any development wording be removed.

A motion was passed to move the $100,000 "Unrestricted Endowment Account, to the Development Fund for management, but expensed at the discretion of the Ed Foundation." A motion of the full Board to do this passed in June.

The Property Committee reported in May of 1996 that the College asked that Wood and North Halls on the Alfred campus be removed. At the same time, VP Snorek reported that current properties were leased at $1.40 per square foot. The College had requested an increase to $1.60 per square foot. This would result in at additional $40,000 to EF.

Discussion ensued at this meeting regarding the priorities of EF towards the Vocational Campus. Bud McCarthy went on record saying "that the Wellsville Campus should be the top priority to the EF; not putting money into the scholarship fund. Students need suitable and safe facilities to learn in."

At the June 6, 1996, meeting of the Board, the Mission Statement was articulated and passed. As noted earlier it stated:

> The Educational Foundation of Alfred, Inc., is a private foundation representing faculty, staff, and friends of Alfred State College dedicated to improving the Alfred State College community though support of educational programs. The Foundation exists to enhance learning opportunities for students, faculty, and staff.

Other items noted at the meeting included the fact that there would be no funded reserve in the coming year.

At the July 17, 1996 Annual Meeting of the Board, Craig Clark was welcomed as the new Dean of the Wellsville Campus. Other items noted, not elsewhere mentioned above, included:

- the WINS Scholarship was renamed SPINS (Students Participating in Nontraditional Studies)
- developing the stabilization fund resulted in investing in the American Funds Group
- a budget and periodic year-to-date update statement had been adopted and work was still progressing on a "booking system which gives board members a better understanding of EF finance"
- a formal investment and fund balance policy was completed
- the concept of a part time EF operations manager was approved

The October 24, 1996, minutes of the Finance Committee reported on a discussion of the liability issue regarding restored automobiles. It was thought that EF could be named in a suit if anyone was hurt in a vehicle bought from the College. While it was felt that since EF did not actually work on, or do anything with the cars, EF should not be liable, but someone could still attempt to sue. A possible way around this might involve selling the cars before working on them or obtaining a Garage Liability Policy that would cover EF under general liability as long as there was an EF "hold harmless" agreement for SUNY (at a cost of about $500-$1,000 per year).

It was noted that the Warranty Policy under which cars are sold needed to be reviewed.

In October the campus lease amount was $346,000. Fifty-thousand dollars ($50,000) was moved to the Reserve Fund, which would then total $450,000.

It was also decided to obtain the Butler-Larkin Building via a Lease/Purchase Agreement at a price of $170,000. The increased square footage would result in an increase in the lease revenue from NYS. A seven-month lease (at a cost of $1,576/month) would then be applied to the purchase price. The lease was sent to the attorney for review. In November $96,948.45 was allocated for the design and rehabilitation of the building. The building was eventually purchased for $165,000, with a down payment of $90,000; the rest to be paid over 10 years. The building would house students in the electrical curricula.

A report was presented on the proposal that was developed with Hunt Engineering for the creation of a subdivision on Meservey Hill, Town of Wellsville. Two other companies had also submitted proposals (Clark-Patterson and Sear-Brown), but it was decided to use those submitted by Hunt Engineering, who was given $8,500 for the concept phase. "Hunt [had] presented the Property Committee with a layout for the development and quotes to go with it using the assumption that the development was annexed into the village [of Wellsville] and had public water and sewage. Start-up cost for the development would be about $300,000 plus gas and electric." It was decided to ask Hunt for a new proposal which requested a U- shaped road and assumed the development was not annexed to the village. The layout should consist of five acre lots with septic and residential wells. The decision was made to "go" with the latter proposal because "A rural development, remaining in the Town of Wellsville and consisting of

fewer developed lots would fulfill the Wellsville Campus construction needs and be much more cost effective for the Foundation." (Source: *Educational Foundation of Alfred, Inc. Annual Report. A summary of actions for 1996-97)* At the May 22, 1997 Board Meeting it was decided to survey work on a proposal that consisted of building six homes over six years without annexing the land to the Village of Wellsville. The initial investment cost would be $70,000.

It was also reported that North and Wood Halls would be demolished after graduation in May 1997.

A change to the Foundation's By-laws was passed at the December 1996 meeting which said, "The Foundation's President and Vice President will serve as custodians of funds and shall have signature authority to authorize payments for all budgeted items, excluding board discretionary and capital expenditure, unless specifically approved by the Board."

Also, up to $20,000 was authorized to be spent on an addition to the Food Service Building, and the Board decided to support the celebration of the 30th anniversary of the campus in the amount of $1,417.90.

In February 1997 an updated job description for the Operations Manager was approved. The job description reflects that 50% of the salary be paid by EF and the rest by the Research Foundation. It was also noted that having someone with a real estate background on the Board would be very beneficial.

Investment returns for 1996 ranged from 12.89% to 19.99%.

Development of a new Five-Year Plan for the Wellsville campus began.

Payments for adjunct faculty to help in the supervision of ASC students working on projects such as Crandall Barn and new sidewalks in Alfred were approved.

EF decided to support funding of Cassidy & Associates, in the amount of $12,000, for two years. Funding had been requested by the College as part of the SUNY Colleges of Technology Strategic Alliance group. It was hoped that the group would aid in obtaining federal funding for the Colleges.

Scholarships in the amount of $131,127 were paid out during the 1996-97 academic year.

Policy statements addressing EF Board members' attendance and participation at meetings were distributed. The By-laws Committee also reported that they were reviewing the definition of "Friend of the College."

In May 1997 it was reported that the first year of a new five-year plan for the Wellsville campus had been approved by the Property Committee. The other four years were still under review.

It was noted that Phil Curran, Pat Curran, and Jon Coots would be responsible for removing Wood and North Halls.

Educational Foundation Academic Excellence Awards and Educational Foundation Academic Distinction Awards were established to help attract more honor students to the College.

Other items noted in the College's Annual Report relating to EF included:

- sponsoring surveying engineering students' trip to the NYS Association of Professional Land Surveyors Conference
- monetary support of Homecoming 1996
- support for the Math Counts competition
- contribution for materials for the Alfred Station Fire Company facility upgrade
- the EF endowment was transferred to the Alfred State College Development Fund. The process began in September 1996 and the transfer was completed in May 1997. The amount transferred was $1,292,000, of which $126,729 went into the EF Endowment account.

In July 1997 it was reported that Meservey Hill would remain in the Town of Wellsville, rather than being annexed to the Village of Wellsville. Houses would be on five-acre lots, with wells and septic systems. By fall the Property Committee was working with Jim Ball, surveyor, to discuss lot sizes and layout. Jim drafted a map consisting of at least 15 desirable lots. The problem of resolving the power line dispute with Niagara Mohawk (NM) had still not been resolved. However, by April 1998 it was reported that the issue had been resolved in the following manner: there was an agreement that Niagara Mohawk would move the power line from the original location. Niagara Mohawk "would deed the original strip of land back to the Foundation and pay them $8,900. In return, the Foundation would deed the new strip to NM and pay them $4,400. NM made payment and turned the deed over to be filed. The Foundation never filed the deeds or paid NM. To resolve the issue, NM is willing to deed the original strip back and accept a permanent easement under the power lines. The Foundation would need to file the deed and make payment to NM for $4,400." Their proposal was accepted by EF and the necessary paperwork and payments made.

At the same time, it was reported that a Wellsville Campus Need Analysis Plan was to begin. An architect would be visiting the campus to do an analysis of the campus buildings, resulting in cost estimates and a prioritized projects list. The results of the study would be used to develop a capital plan for the next five years.

Pat Curran, PTC Contracting, was in the process of demolishing North Hall and Jon Coots was doing the same for Wood Hall. The work was to be finished by August 8, 1977. Once the buildings were down, LaForge was given the contract for debris removal and restoration of the land. The Foundation paid LaForge and was then reimbursed by SUNY for the work.

In October 1997 a new set of proposed By-laws was sent to an attorney for review. Discussions began on a number of items, including term limitations for Board members. At the time, it was felt that long tenure had a lot to offer the Foundation and that too much turnover might cause a loss of history and that it might make it difficult to keep the Board and committees moving in a forward motion.

Note was made of the fact that Otis-Eastern was using the gravel/dirt pit in Wellsville to store equipment and materials. They were paying the Foundation $300 per month to do so.

House #37 had not yet sold. A motion passed that empowered the Property Committee to set and approve the final sale price of the house.

Scholarships in the amount of $136,336 were awarded for the 1997-98 school year. This was more than the allocation, but it was noted that due to "the grade criterias [sic] and no returns for the second semester not all students will receive both fall and spring payments."

After the review by the attorney, the By-laws were changed regarding the number of voting board members. A motion passed which increased the size of the board from 11 to 13 members: two from College Council, three alumni, four faculty/ staff and four Friends of the College. At a later meeting (held April 2, 1998) it was passed that the four faculty/staff members would be comprised of "one teaching faculty member from the Wellsville campus, one teaching faculty from the Alfred campus, one professional and one at-large current teaching faculty or professional…"

In February 1998 both the Finance and Property Committees recommended to EF "that the Foundation thoroughly investigate the sale of the Wellsville Campus to the State University of New York." The motion carried.

Also carried was a motion from the Finance Committee to allocate $31,000 from the reserve fund to be moved to the operations budget to complete renovation of the Electrical (Butler-Larkin) building.

Bill Richardson met with Town of Wellsville officials to present the Foundation's proposal of development in Meservey Hill. The Wellsville Board was supportive of the plan. By April the Town had approved the State Environmental Quality Review (SEQR) for the project.

Walt Babbitt donated a lot located in the Riverview Heights subdivision to the Foundation. House #40 would be built on this site.

At the May meeting of the Board, acting on a recommendation made by the By-laws Committee, voted that a Public Relations Committee be set up. Its mission would be to develop a community awareness of the EF.

The Annual Report for 1997-98 included the following items, not elsewhere noted:

- Foundation insurance was updated and re-bid
- purchase and renovation costs for the Butler-Larkin building was $322,931
- a new roof was put on the Culinary Arts Building at a cost of $67,000
- it was decided that an Open House would be held for each new house built. It was felt that "[T]his will give people an opportunity to see the skills the students are learning in the vocational program"
- EF funded, in the amount of $4,000, supervision of ASC students working on the Montessori Crandall Barn preschool project
- a reception was held for all students who received scholarships
- EF funded gifts at the Employee Recognition lunch and funded the 1998 Honors Convocation
- house #37 sold for $195,000, for a loss of about $13,000
- the Foundation's archives were updated and would be available in the Hinkle Library by August 1, 1998
- nineteen students were the first to enroll in the Welding Curriculum, which began in fall 1997.

In July 1998 it was announced that the Wheaton Agency would be the Foundation's new insurance agency and that bids would be requested every three years.

It was also reported that the State of New York was hiring a consultant to prepare a capital plan for the Alfred Campus. Harry Snorek noted that he recommended that the Wellsville campus be included in the plan and that the SUNY Construction Fund should pick up the additional cost (or at least half of it).

Two thousand dollars ($2,000) from the Board's Discretionary Fund was allocated to the Peer Tutoring program and the Lawrence "Bud" McCarthy Scholarship was established to honor his years of service to the Board. Twenty-two thousand dollars ($22,000) from the Board's endowment fund was marked for the scholarship, with the first awards to be made in fall 1999.

In December it was announced that the SUNY lease increase (to $466,424) was approved, and that the first half of the payment had been received.

The Public Relations Committee reported that it was putting together a display board and a tabletop banner for the Foundation.

Craig Clark reported that two grants were approved, and that Dresser Rand offered to supply the welding lab for the second year of the two-year program.

The Property Committee submitted an extensive summary of activities regarding Meservey Hill. Among things reported was the fact that the road had been completely laid out and that Allegany BOCES had agreed to build Phase I of the road, beginning in fall 1998, and finishing in spring 1999. The property is divided into three phases:

- Phase 1—included about 1,200 feet of road plus a turn-around at the end, allowing access to six building lots
- Phase 2—included about another 1,300 feet of road which allows access to seven building lots
- Phase 3—Another 600 feet of road plus a turn-around at the end, which allows access to four building lots

Utilities (electricity, telephone, and TV cable) would be installed underground in spring 1999. Gas would also be installed at that time.

It was also noted that the "Millennium Pipeline," a new 36-inch diameter gas pipeline, starting in the middle of Lake Erie and going to Rockland County, would pass on the southern portion of the existing Niagara Mohawk 115,000-volt electric line on the north and east portions of Foundation property. As proposed, it would eliminate some of the proposed building lots on Meservey Hill. These concerns were submitted to the Columbia Gas Transmission Corp (the

owner of the new line). They responded that they would “be happy to listen to our concerns and said that the spring of 1999 will give plenty of time for both parties to address solutions.”

In February a motion was approved to use $70,000 of the $158,000 in the EF Endowment Fund account to contribute to the David Huntington Scholarship ($50,000) and to establish a Gene Jacobs Scholarship ($20,000).

Harry Snorek reported that “SUNY is satisfied with leasing the campus from EF.” He is trying to get the rent increased to $3.50 per sq. ft.

In April it was reported that the Property Committee was investigating the benefits and costs of annexing the campus to the Village of Wellsville. They also reported that House #41 would be the first house built on Meservey Hill.

$125,750 was allocated for scholarships for 1998-99 and all but $700 was expended.

EF funded the 1999 Honors Convocation and the gifts for the Employee Recognition Luncheon.

At the July 1999 meeting it was noted that new parking lots were put in near the Electrical Building, but that SUNY, not EF, paid for them.

A motion introduced by the Finance Committee, which recommended that all agency accounts be moved onto the ACES books, so that a set of books for the Foundation could be eliminated, was passed.

In October it was reported that the Development Fund notified the Property Committee that potential donors were interested in funding a new building. The Committee recommended that the Building Trades building be selected. After eight architectural/engineering companies were solicited for conceptual design proposals, five firms responded. Mossien Associates (of Rochester) was subsequently selected as the architectural firm to work with potential donors and ASC to design the new facility. The cost is estimated at $8,000 plus normal expenses for the study. Members of the Property Committee and Mossien subsequently visited Williamsport College for ideas about such a building.

Also, it was noted that Niagara Mohawk had deeded the land, previously sold to them for the power lines, back to the Foundation. The Foundation then issued Niagara Mohawk an easement for the existing power lines.

It was announced that the Finance Committee had asked George Keesbury, a Certified Financial Planner (and ASC faculty member), to review the Foundation's investment account, with an eye toward the possibility of benchmarking. He is to present his opinion about the reserve investment and benchmarking after A.G. Edwards presents a review of the accounts to the Committee.

The reserve balance, as of November 30, 1999, was $841,673

In December it was reported that work had begun on a plaque, to be displayed in the lobby of the Wellsville Campus Administration Building, to recognize the EF's role in the development of the campus.

House #41, the first house to be built on Meservey Hill, was started, with completion scheduled for spring 2001.

In April it was decided that starting in fall 2001, scholarships offered to baccalaureate students would be awarded for all eight semesters. Also, three new scholarships were "structured" as follows:

- Level I—would provide full tuition, room and board (subsequently named the "Excellence in Education Scholarship")
- Level II—would provide a free room (subsequently named the "Presidential Scholarship")
- Level III—would provide free board (subsequently named the "All-American Scholarship")

The College's *Annual Report* for 1999-00 noted:

- EF would be the recipient of a $3 million anonymous gift to "enhance the Vocational Technology Campus, Wellsville for the 21st Century." A new Building Trades classroom/workroom facility will be the first project on the agenda
- house plans for the next five houses for Meservey Hill were selected
- allocations for scholarships for the past year were $130,000
- EF invested $289,700 in the Wellsville campus, including such projects as general maintenance, fire alarm upgrades, and a new roof for the Electronics Building. A design for the Freshman Auto Lab was completed, with construction started on the new men's and women's restroom facilities in the building, A new Weld Shop for the Automotive curricula and new ceilings and lights were installed in the Electronics Building.and Freshman Auto Lab
- $2,500 was donated to the Learning Assistance Department to help provide Peer Tutoring Service.

Additional items noted in the Foundation's *Annual Report* for 1999-00 include:

- the "Guidebook for Directors of Nonprofit Corporations," which will assist members in understanding not-for-profit organizations and their role as a board members was purchased
- the By-laws Committee is planning to develop a matrix to assist in selecting new members for the Foundation
- house #40 was on the market, with an asking price of $95,000
- scholarship allocation was increased for the next year to $155,750 (up from $125,750)

July 2000 – June 2010

By July of 2000 11,000 feet of road in Meservey Hill had been completed and gas was being installed house-by-house.

In October scholarships for 2000-01 in the amount of $155,750, had been allocated: Performing Arts ($46,000), Admissions ($62,000), Athletics ($40,000), Retention ($7,750), and Distinguished Scholars ($40,000). Under new eligibility standards, a student must have a minimum GPA of 2.25 for a retention grant and a GPA of 2.5 to continue receiving an academic distinction scholarship.

New guidelines were promulgated, which gave the Finance Committee the power to authorize the use of discretionary fund money, after which they would report back to the entire Board.

For the first time, it was decided to ask for bids to provide insurance coverage for the Wellsville campus. At that time, EF had a combined insurance policy with ACES. At this same meeting, held November 11, 2000, it was also decided to obtain an appraisal of all properties owned by the Foundation. Buildings for both entities (EF and ACES) were then insured for $6,000,000.

The 35th anniversary of the campus was celebrated during the fall. A plaque noting the event was placed in the lobby of the Administration Building on campus.

House #40 was sold at a $6,000 loss (last house on Sunset Drive). The first road on Meservey Hill was named Huntington Terrace.

It was noted that the $70,000, which was given to EF by the Alumni Association, and which was supposed to provide a yearly income to the Association (first at $10,000 and then lowered to $3,000) had not been paid for the previous four years. President Barber asked that the yearly returns be forgiven “since we are all working for the same thing—support of the College.” The Alumni Association said that they would consider this request.

Board members brought up the idea of the need for a part-time secretary (title later changed to Operations Manager), to ensure the cohesiveness of the organization. Carrie Morse was hired as the new Operations Manager.

By February 2001 it was noted that the bidding process for insurance had begun.

The Property Committee reported at the April meeting that the College had asked that EF land adjacent to Moland Road be improved for use as an athletic practice field. A lease for such a use was eventually signed, in which it was noted that all improvements made to the property would belong to EF.

At the June 2001 meeting plans from Mossien for a new Building Trades building were distributed. After many revisions, it was decided to place the new building next to the current Plumbing and Heating facility. The two buildings would be connected and would share the same elevator.

Dr. Rezak said that he had received an offer from Peter Krog, an ASC alum, who was willing to donate the Mapes Building (located on the campus). It was felt that perhaps the building could be renovated for a new Plumbing, Heating, Carpentry and Masonry Building. Further study would be needed.

In July 2001 a new *Operations Manual* and By-laws were distributed. James Locker, an alumni of the College, became president of the Foundation's Board.

An objective for the Educational Foundation's Reserve Fund was proposed and passed. It states, "The reserve objective is to maintain a minimum reserve of $500,000. Any excess may be used for improvement of the Wellsville Campus."

At the same time, the budget for scholarships for the next academic year was set at $167,750.

It was noted that the Development Fund was supposed to pay for Mossien's work on the proposed Building Trades Building, but they had not done so. The EF Board decided to pay the bill (in the amount of $31,617.50). The Development Fund still owes Mossien $18,000.

ACES and the Educational Foundation were put on notice by the New York State Department of Labor that any labor done on EF buildings should be paid at the prevailing wage rate. This would drastically increase costs on the new building and any subsequent ones. The Educational Foundation would have to prove that it is not part of the State of New York, but a private entity, in order to be exempt from paying this higher wage rate.

The first house built on Meservey Hill had not yet sold. It was decided that the asking price was too high and that the price would be lowered by $20,000. The president of EF would be

authorized to sell it for $10,000 below that price. By October it was noted that the house had been sold. Final price was not noted in the minutes of the meeting.

The Town of Wellsville approved the name of the road (Huntington Terrace). Work was continuing on naming the entire development.

It was decided that the firm BIG would do interior work on the first floor and that ASC students would finish the second floor of the new building.

In November it was noted that Bill Mombert, Tom Massara, and Tom Stolberg (faculty member on the Board) were working on an accounting manual for the Ed Foundation accounting system.

Charlie Baker, a local Alfred businessman, said that he would be willing to donate some property to EF if the Foundation would buy ten acres that he owned adjacent to the Wellsville campus. "Bill Rezak requested that we aggressively pursue purchasing the Baker property so he can present it to the State of New York to purchase it from the Ed Foundation for State development." The Finance Committee was charged with looking into how such a purchase could be financed.

In February 2002 six names were presented by the Property Committee as names for the subdivision on Meservey Hill: Sunset View, Woodcrest Estates, The Woodlands, Crestview, Meservey Heights and Woodhaven Heights. The Board voted to name the development Meservey Heights.

At the March meeting it was decided that EF would hire a law firm to represent it in the attempt to overturn the NYS Department of Labor's "notice of requirement to obtain prevailing wage and supplement schedule." It was thought that the entire legal/court process would cost EF $20,000-$25,000. At the April meeting it was noted that the firm of Gates and Adams had been hired to represent EF in this matter.

At that time, it was also noted that President Rezak "does not feel we will be getting the money from the donor any time soon. The auditor for the College suggests they take the donation off the books. Board member Jim Raptis agreed the money will not be forthcoming" [because of legal problems that the donor was having]. This refers to the anonymous $3 million donation previously announced.

Mossien said that it would cost about $1,000,000 to put up the shell of the building. This led to a discussion of how to avoid having to pay prevailing wage rate were the shell to be built. One

option mentioned was to finance the building through the Allegany County Industrial Development Agency (IDA). T. Stolberg and G. Goetschius said that they would be willing to look into that option.

J. Raptis brought up the matter of the proposed merger of Alfred State College and Alfred University. He said that College Council (of which he is a member) was not provided with any information prior to the public announcement. The uniqueness of the Wellsville campus was noted.

It was noted in the College's Annual Report that a total of $165,750 was allocated for scholarships during the 2001-02 year: Distinguished Scholars ($40,000), Admissions ($78,750), Athletics ($39,180), Performing Arts ($3,600) and Retention ($12,550). Other items noted were the continued support of Honors Convocation, Work Grant, Peer Tutoring, Employee Recognition, and Wellsville campus improvements.

In July 2002 it was decided that the Performing Arts Talent Grants would be eliminated, beginning with the 2002-2003 year, with the money reallocated to other scholarships.

Also, Dan Neverett was appointed Vice-President for Administrative Affairs for the College. He was designated the liaison between the College and EF.

Talks continued regarding the merger between ASC and AU. President Rezak stated that while "a consolidation of some type is desirable and feasible" it might not be doable. By November he reported that the merger "is off the table for at least the next five years."

In October 2002 Jim Zielinski of the Bonadio Group, auditors for the Foundation, explained that there were two issues of concern raised by the audit:

- the $2.00/square foot lease for the campus is far below market value. Other properties in Wellsville were being leased at $6.00/square foot. He said that the lease should be raised to $4.00/square foot and that the difference should go on EF's books as a contribution to the College
- the houses being built should be considered "working labs" and the square footage should be included in the lease's square footage

President Rezak asked that the Foundation acquire the Griffon Building, located near the Wellsville campus. The Griffon Corporation offered to sell it for $20,000. He was working on getting them to donate it, if EF would pay the closing costs (approximately $2,000). In November it was noted that Griffon would donate the property under certain conditions. The

Board decided that since Griffon wanted to be “held harmless” for any environmental claims, the donation was not acceptable.

There was mention made that property adjacent to the Wellsville campus, owned by the Otis-Eastern Corporation, might be donated to the EF as they were moving their facilities away from the present location.

It was noted that the Environmental Protection Agency wanted ARCO to remove any wells that were not working; ARCO would still have liability even after the wells were removed.

An announcement was made that money EF had donated to the College (originally $1,500 and then an additional $350) toward funding a grant writer for the College resulted in the College receiving an NSF grant of $356,000, which was used to recruit and provide scholarships in the Engineering Technologies and Information Technologies areas.

In November it was reported that a SUNY Task Force on Entities had drafted guidelines for entities such as ACES, EF, and the Development Fund, which state that College Council members would no longer be able to serve on the board of such entities. However, since EF was the only non-endowment foundation in the SUNY system, it was thought that no action need be taken until after the guidelines were approved.

Chair Jim Locker sent a letter to SUNY requesting an increase in the payment based on the square footage of the two homes under construction. An attempt would be made to amend the contract in such a way that the increase would not have to be requested each year. This increase was subsequently approved.

EF provided $167,750 of the $1.2 million scholarship funding available during the year. Ellen Ehrig and Dan Neverett volunteered to develop spreadsheets to show retention and yield rates for three of the scholarships funded by EF: Excellence in Education, All-American, and Presidential. Statistics for the Academic Distinction Scholarship were added in 2007.

It was announced that President Rezak would be retiring on June 30, 2003.

A letter dated January 28, 2003, from the New York State Department of Labor, stated that based upon the information provided regarding the history and financing of the new Building Trades Building “the project as you have presented is not subject to the provisions of Article 8 of the Labor Law. A different result may be reached should different or additional facts exist which were not outlined….”

In February 2003 the property donated by Charlie Baker, as well as the property EF purchased from him, had closed, and the deeds had been recorded. Mortgage payments would be $20,000 per year. Total land obtained was approximately 11 acres.

The decision to hire the Bonadio Group as auditor was approved for a three-year term.

For the first time, it was brought up that there are many “problems with the president’s house (on Reynolds Street in the Village).” The possibility of financing a new residence, to be built on Moland Road, was being investigated.

In April the Property Committee recommended, and the full Board passed, a motion to spend about $3,000 to conduct a Phase I Environmental Study on the Otis-Eastern property, prior to its being donated to the Foundation. Otis-Eastern was indemnified by ARCO and this agreement would be transferable to EF, but the study would look for anything that might have been done to the property since the ARCO agreement. By June the study was completed and while the finding was inconclusive, the Foundation decided to accept the property, “pending formal proposal review by our attorney, ARCO indemnification, and review of the final copy of the Phase I Environmental Study.”

A conflict-of-interest policy was discussed. In April 2006 it was reported that such a policy had never been adopted. Then, at the June 6, 2006, meeting, it was finalized, and members signed the needed statements.

In June the Finance Committee reported that $174,000 would be taken from the Foundation’s reserve funds (currently $766,000) to complete needed Wellsville Campus projects. Other budget changes: there would be $90,000 less than last year for capital projects on the Wellsville Campus, and Peer Tutoring funding would be reduced by $2,000, as they had not yet used ACES money available to them. It was noted the 41% of EF income goes to campus support and scholarships.

It was announced that Dr. Uma Gupta had been named the next president of the College.

Items mentioned in the Foundation’s Annual report, not noted elsewhere included:

- Thomas Stolberg, faculty member, resigned from the Board in January

- Milton Brown (college faculty), Julie Hart (Friend of the College) and Beth Plaisted (Alumni member) would be joining the Board in July
- an increase in the dollar amount per square foot paid for the Wellsville Campus lease was requested from SUNY and denied. The request asked that the lease amount be increased by $4.00/square foot over the next four years, with $.50/square foot increments for each year
- the third house on Meservey Hill was completed and was for sale

There was flood damage on the Wellsville Campus, primarily in the Culinary Arts Building, due to a storm on July 22, 2004, EF had no insurance coverage for flood. However, Allegany County Emergency Services personnel told Tom Massara that the Federal Emergency and Management Administration (FEMA) had already done an assessment of damages and that there is a provision in the law for damages to non-profit organizations. The College had paid for some repair, but more expenses were expected.

Dan Neverett presented a proposal that EF build a new College home. He noted that the "Betty Brown" property on Moland Road might be usable. The College president has a $3,000 per month stipend for housing, which could be used towards building a new house. It was thought that after construction, EF could sell or lease it, long term, to the College.

In November proposed amendments to the By-laws were submitted, which were adopted at the February 12, 2004, meeting. These changes included:

- fixing the number of board members at 15
- requiring the Foundation to carry omissions and errors insurance covering board members
- providing for executive sessions of the board committees
- altering the number of Board members to comply with new SUNY guidelines. These guidelines for campus-related organizations included two significant items: A requirement that the College president be a voting member of the Board and no longer could serving College Council members be members of other College entities. It was noted that College Council members George Goetschius and Jim Raptis were grandfathered for the duration of their terms
- formally adopting *Robert's Rules of Order* as Board policy

The Finance Committee reported that EF support for scholarships had increased by 50% over the last five years and that because of baccalaureate programs, funding is for a longer term. At the same time, a motion passed reducing scholarship funding by 15% for 2004-05 and 10% for 2005-06.

Plans for a new Building Trades building were moving forward. It was thought that about $4,000,000, including in-kind funds, would be needed to complete the project.

In February two proposals were received for the design and site costs for a new College home. Mossien's proposal for $36,000 was accepted, with a few modifications.

Craig Clark reported that the Strategic Planning Construction Industry Workforce Development (SPCIWD) Group met to discuss the Building Trades Building project. The group includes friends and alumni associated with the College who work in the construction industry. The College was seeking federal funding of $3,500,000 and support letters were being submitted by local elected officials, local employers, and trade unions. SPCIWD would like EF to offer some sort of matching/lead-in funding. The Finance Committee was authorized to look into what sort of financial commitment EF could make toward the project.

In April EF agreed to be the "lead" agency in requesting grants, in the amount of about $45,000, which would allow the purchase of a home to be used by students to learn advanced skills to do preservation, restoration, maintenance and/or renovation of historical homes. The grant was not received.

The number of Friends of the College membership category was increased from six to seven.

It was reported that the investment account stood at $865,825. On the recommendation of Pat Honadle, of A.G. Edwards, it was decided to move 5% out of four of the Foundation's current funds into a new growth fund.

Also, the Finance Committee reported that it would be bringing to the Board a proposal to pledge a "substantial amount" towards funding the new Building Trades facility.

On March 31, 2004, the first meeting with Mossien was held regarding the design of the new College home. May 21 was given as the deadline for completion of design and development to finalize square footage and budget information. At the May meeting Tom Massara and George Goetschius reported that the final design had been chosen and that Mossien was developing a cost estimate. It was planned that students would build the house, with outside contractors being brought in as needed. EF has pledged $19,900 toward these costs, with no monetary commitment beyond that. By July it was noted that plans for the College home were on hold, pending investigation of additional requirements.

During the May Board meeting, the Finance Committee reported that due to the drop in the stock market, revenues in the investment account had dropped. The Committee recommended that in order to have a balanced budget, cuts in Wellsville Campus projects, Work Grant

support, and scholarship funding would need to be made. Support for the College Employee Recognition Luncheon, Peer Tutoring, and the Honors Convocation also needed to be cut.

Increased costs for building houses, due primarily to increased costs for lumber prices, were noted. House #44 sold for $150,000. It was recommended that when a house is ready for sale, something be put in *Announce* (a daily email message sent to faculty and staff), to see if anyone was interested in purchasing the house.

The College announced a plan to build townhouses on the property where Wood and North Halls were located and that EF "owns a piece of property in that area."

Items noted in the Annual Report for 2003-04, not shown above, included:

- Eugene Jacobs, Honorary Director had died
- SUNY approval of the request for the lease payment to include square footage of the homes in progress resulted in an increased payment of about $10,000. At the same time, the request to increase the dollar amount per square foot paid by SUNY for the Wellsville lease (from $2.00/square foot to $2.50/per square foot) was denied
- Dan Neverett retired from the College
- Dr. Steven Tyrell was appointed the new Vice-President for Student Affairs
- plans were in the works for the donation to the EF of the Otis-Eastern property (approximately 50 acres south of the Wellsville Campus)
- scholarship funds of $162,200 of EF funds were disbursed

At the Annual Meeting, held on July 15, 2004 Jeff Stevens, the new faculty representative to EF from the Electrician, Computer and Robotics Technician Department, was introduced. At the same time, Ellen Ehrig and Doug Barber were elected to the Board as "Friends of the College." In August D. Barber resigned from the Board, but remained an *ex officio* member on some committees, including Finance. It was also announced that the Certificate of Incorporation of EF needed to be reviewed.

At the regular meeting of the Foundation, held the same day, it was noted that A.G. Edwards was the broker for EF's reserve account/investments, with Pat Honadle handling the account. Mr. Honadle announced that he was leaving A.G. Edwards and joining the firm of Sage Rutty. Tom Massara made the recommendation that Sage Rutty become the EF's broker of record. Transfer to Sage Rutty was approved by the Foundation at the October 7, 2004, Board meeting.

The investment balance was reported as being $863,922.

The Property Committee reported that the new college home project had been put on hold. At the November meeting it was reported that the project would be added to the College's Capital Plan, which would not involve the EF.

Doug Barber donated five lots on Clearview Road, in the Town of Alfred, to the Educational Foundation.

At the October 2004 meeting the Property Committee requested that EF pledge $300,000 towards the new Building Trades Building, to be used as "seed money" to show potential donors that there is "commitment" to the project. Since the projected cost of the building was $3,000,000, this 10% contribution from a lead donor would be significant. At the November 11, 2004 Board meeting, a motion stating, "The Educational Foundation of Alfred, Inc. pledges a commitment of $300,000 for completion of the Building Trades Workforce Development Center" was passed.

House #44 sold for $150,000 without a real estate agent being involved.

Also, at the October meeting, it was noted that for the past five years the College had used, at no cost, 13,200 square feet of space at the Dresser-Rand facility in Wellsville for the Machine Tool and Welding Programs. The Company, now under new ownership, requested they be paid for the space's use in the future. A lease at $2/square foot, including utilities was requested. New York State would pay the lease but use EF as a pass-through to Dresser-Rand. In October it was reported that terms for the new lease had been agreed upon: "$2.15 sq [f]t for 2005-06 and 2007-08; 2008-09 and 2010-11: $2.50 sq ft. and 2011-12 to 2013-14: $2.80 sq ft".

Of the $1.2 million in College-wide scholarships awarded during academic year 2004-05, over $140,000 came from EF.

In November the Property Committee reported that one of its major goals was to determine what property the Foundation owned.

Also, a Heavy Equipment Operation Program was slated to begin in fall 2005.

At the February 3, 2005, Board meeting it was announced that the auditor's report on the Foundation was positive and "…consistent with the past two years, the rate for the lease is not at a market value so we are, therefore, showing a $470,000 contribution to the College in lieu of market rate of lease."

It was noted that since an EF goal is to be debt-free, and revenues have fallen (as investment income had fallen and there had not been an increase in the lease payment in six years), cuts had to be made in Wellsville campus improvements, scholarships, and the elimination of funding for other College programs.

A survey done by Jim Ball showed that the deed for a house located on Meservey Hill was incorrect and a 25-foot piece of property got "incorrectly deeded years ago and as a result the homeowners cannot sell their home." It was decided that EF would process a quit claim deed to rectify the mistake.

A motion to donate the section of land at the former Wood and North property to the State of New York was sent to the Finance Committee for study. The land would be used for a townhouse complex that the College was planning. The Board approved the transfer of Wood and North Hall land to the College.

A $3.5 million federal grant had been submitted to the federal government for the Building Trades Building. All federal appropriations go through SUNY and the College was told that the sum is unrealistic. SUNY suggested that the project be done in phases. Phase I would be a request for $900,000 for the actual building. While the federal government does not have buildings "high on the agenda," commitments from other sources help strengthen the proposal. President Gupta met with Senators Schumer and Clinton regarding the project. Letters of support from industry and legislators were obtained.

The Wellsville Campus budget request for 2005-06 was $266,700.

An amendment to the House Sale Procedures passed. It states, "The house is to be advertised within the College for two weeks prior to a letter being sent to realtors. Interested parties are to call the Wellsville Dean's Office. Purchase Offers by College employees must be made by May 1. Any Purchase Offer by College employees received after this two-week period will need to go through a realtor."

Since the meeting was to be Doug Barber's last, Jim Locker presented gifts to Doug for all his contributions and dedication to EF.

Questions arose at the June meeting as to whether telephone votes are permissible. Amendments to the By-laws Section 3: Quorum and Section 3A: Voting, were proposed to deal with the issue. The vote on the changes was to take place at the next meeting.

The Investment Fund reported at $847,740.

After many years, an increase of $.15/per square foot for the lease was approved by the College. This resulted in an increase of $37,000 (251,526 square feet at a rate of $2.15/square foot).

The *Educational Foundation of Alfred, Inc. 2004-05 Annual Report* included the following, not otherwise noted above:

- the term of Jim Raptis as a College Council member expired and he was appointed as a Friend of the College member
- Deb Putnam was named President Gupta's representative on the Board for the year
- Duane Chaffee's term as faculty member of the Board expired and Norm Ellis was elected as his replacement
- EF continued to support Wellsville Campus improvements, scholarships, student work grant program, Honors Convocation, and Employee Recognition. Since a balanced budget was presented, there were cuts to some of these programs, but the cuts were mitigated because the College picked up some of the costs
- EF continued working with Mossien Associates on the implementation of the Wellsville Campus Master Plan
- the Public Relations Committee continued its work, with press releases sent out for each EF scholarship recipient, other releases for EF events and donations, and a redesigned display board
- $141,750 was distributed in scholarships; for the first time, fourth-year scholarship recipients received funding

Norm Ellis, new faculty representative from the Building Trades Department, was introduced at the Annual Meeting held on August 4, 2005. It was also noted that James Sawyer, member of the Board, had died. A $100 contribution in his memory was made to the Immaculate Conception School in Wellsville.

The Finance Committee chair reported that the margin account debt had been paid off and that the investment funds were healthy. At the regular meeting, held subsequent to the annual one, it was reported that the investment account went over $900,000 for the first time.

A motion was approved changing the By-laws concerning voting. It concerned the issue of contacting members via e-mail, phone, and other electronic communications when a vote has to be taken and Board members cannot be physically present. A formal meeting can be waived, and a conference can be held without everyone being physically present in the same place.

Everyone has to be able to communicate with everyone else, which can be accomplished via teleconferencing and video conferencing.

A positive report of the Foundation's audit was given by J. Zielinski from Bonadio & Co. at the November meeting. He recommended that the Foundation "develop a written policy that states what kind of investments we deem acceptable and what are acceptable allocations between assets and debts."

Tom Massara recommended that the line of credit be increased from $400,000 to $500,000.

Also, it was recommended that new house sale procedures needed to be adopted as part of the By-laws. They became official in December 2005 and were revised in November 2006.

A subcommittee consisting of J. Locker, D. Guiney, E. Ehrig and C. Button was established and charged "to meet with D. Putnam to negotiate lease payments."

Colleen Brade, from the Development Office, reported that the spring 2006 issue of the alumni publication, *Transitions,* would focus on the Wellsville Campus in honor of its 40th anniversary.

In February 2006 the Finance Committee reported that Sage Rutty recommended that EF put its investments into less risky funds than those held at present. They recommended that the investment accounts be diversified into domestic and global accounts. This was achieved, with 40% invested in non-US holdings.

For the first time the investment account was over $1 million. In June the Board gave T. Massara authority to place earnings in excess of $900,000 into a secure account that would accrue maximum interest and to continue to draw funds each time the funds exceed this amount. These funds would be used towards the $300,000 pledge for the Building Trades Building.

Motions passed that a second street in Meservey Heights be named "Foundation Drive," a name suggested by the late J. Sawyer.

At the April meeting C. Clark reported that the College had received a check for $200,000 from the federal government (HUD) via Congressman Kuhl, to support the new Building Trades Building.

In June it was reported that work was continuing on trying to obtain other funding from businesses, so that the $1.1 million needed to get the structure up could be reached. An environmental impact review with the local municipality had been done. T. Massara and C. Clark were charged with working with Institutional Advancement (IA) to find the best way to process money given to IA for the new building.

In July 2006 Interim College President John Clark attended his first EF meeting, as did Ron Rosati, the new Vice-President for Academic Affairs. Michelle Green, from the Physical and Life Sciences Department, attended as new faculty representative as well as Geralyn Gough as Friend of the College. Martha Marino, the new Alumni representative, was unable to attend.

Scholarship Committee reported that 409 scholarships were awarded—the goal is to go into the fall with over awards, as statistics show that some students either do not return or are ineligible to continue their scholarships.

In October it was reported that the audit, done by the Bonadio Group for the year ending June 30, 2006, “was clean.” The Foundation had it best performance, financially, in five years.

By-laws Committee reported that it was discussing term limits for officers and would bring recommendations to the Board at a later date. It was also noted that an investment policy had not yet been created. A policy was finally adopted in March 2007. It articulates a number of things, including:

Statement of Purpose

The Educational Foundation of Alfred, Inc. investment policy establishes the guidelines and procedures for investing reserve and restricted funds under the corporation’s care, custody or control. The policy identifies appropriate risk and liquidity parameters for each type of funds invested. As a result, appropriate investment vehicles are identified.

Investment Objectives

The objectives for investments include:

- Risk - The degree to which the preservation of capital is achieved

- Liquidity - The ability to provide operational and/or capital funds to meet budgeted and approved expenditures
- Yield - The amount of capital growth over time, measured in annual terms

For each category of funds invested, a matrix is prepared that identifies:

- Risk from none to moderate
- Liquidity from high to low
- Yield from maintain capital (low) to aggressive (high)

The investment accounts in September were $1.34 million, with $120,000 transferred to a Money Market account to be used for the Building Trades pledge. About $700,000 had been pledged for the building; ground could be broken when the pledges reach $1.3 million

House #46 sold for $185,000 and the appraisal for house #47 was $200,000. It was eventually sold for $201,500.

Paul Kretser, forester, had marked all the trees in Meservey Heights to be removed and bids went out for this project.

It was reported that the 40th Anniversary of the Wellsville campus celebration went very well.

At the November 2006 meeting it was reported that Auto Parts Management would be the first AAS program for the School of Applied Technology. Students would be taking technical courses in Wellsville and liberal arts courses in Alfred.

In January an amendment to Article IX, Section I of the By-laws was proposed. The amendment "recommends that all members serve on at least two standing committees designated by the President." This amendment was adopted at the March 2007 meeting.

C. Button, chair of the Finance Committee, reported on its January 11 meeting. The discussion held at the full Board meeting reads as follows:

> The College is seeking our financial help with its $1.2 million deficit by proposing that we freeze the Wellsville Campus budget for this year at what has [already] been spent and reduce it by $90,000 next year. The Foundation would pay back the College $250,000 to be used for operational expenses. In turn, $250,000 from the Construction Fund

would to [sic] the Wellsville Campus for interior improvements and exterior improvements to the campus…

The Finance Committee recommended that this request be granted, even though it would cause a cash flow problem, a slowdown of exterior improvements to the Wellsville Campus, and interest costs in excess of $36,000. It was noted that the proposal was acceptable to the Wellsville Campus faculty. Motion to support and approve this financing passed. In June it was announced that the College reduced the Foundation's $250,000 commitment to $175,000. In July the College requested that the Foundation hold the $175,000 until it has need for the funds.

Much discussion was held regarding the nonpayment of the lease by NYS, which resulted in EF having to use its line of credit in the amount of $247,000, at a cost of about $50 per day in interest (later noted to be over $74 per day on $306,000 outstanding line of credit). Such situations had not been uncommon in the past few years. College administration assured the EF that they would be "challenging the current lease payment process" with the State.

By March $800,000 had been raised for the new Building Trades Building.

Also, House #47 would be the first house equipped as a "smart house. The Computer Technician and Residential Wiring students worked together for the first time incorporating computer technology into the wiring of the house for cable, internet and phone lines. The house will come with a certified testing report." It was noted at the June meeting that the correct term is "wired house," not "smart house."

The Scholarship Committee reported that 366 scholarships to new and returning students, as well as athletic talent grants, were distributed in 2006-07.

In April 2007 it was decided that EF would no longer fund medallions for Tau Alpha Pi, or for any other organizations.

At the June meeting it was announced that Interim President Clark had been appointed Interim SUNY Chancellor and that Ron Rosati would serve as Officer in Charge until a new College President was appointed.

The By-laws Committee reported that Michelle Green had resigned from the Board. Also, no term limits would be set for officers of the Board.

The Investment Fund balance was reported at $917,318 and the fund for the Building Trades facility was $300,348.

In 2007 the BP Company, a successor to ARCO, offered to provide funding for the new Building Trades facility via two mechanisms:

- they had bought the old Otis-Eastern property adjacent to land owned by the EF on the Wellsville Campus. They offered to give the College the property and provide $180,000 for access to the land in the future
- they also offered to donate an additional $55,000 for a deed restriction on the current EF land. The restriction provided that the land never be used for residential use or that any buildings erected on the property never have below-ground-level basements

The Finance Committee voted to recommend the acceptance of the BP proposals and stipulations, and the Board accepted these proposals.

BP also supported the campus with $20,000 to install a solar panel system near the Administration Building in Wellsville.

Funding for scholarships was kept at $142,000 for 2008-09. Funding for the "Taste of Wellsville" was budgeted at $3,500 and an additional $1,625 was budgeted for students going to Skills USA Nationals competition.

Since the search for a new president of the College was still ongoing, some administrative changes were announced: Craig Clark was named Interim Vice President for Academic Affairs. James Jerla was subsequently named Interim Dean of Applied Technology.

It was also reported that the College would be celebrating its centennial anniversary during the 2007-08 academic year, with many events planned, including a kickoff event (Pioneer Dinner) on November 17th.

In October Bonadio reported that based on their annual audit, "The Foundation is in great shape with assets compared to liabilities."

The Property Committee reported that it was working with the Heavy Equipment Operations Program to incorporate excavation costs into the budgeting process for future homes.

Remedial work by BP had begun on the riverbank.

EF Scholarships in the amount of $140,000 were awarded. Overall, the College awarded $1.7 million in scholarships.

It was reported that Ron Rosati and Craig Clark met with Congressman Kuhl and Senators Schumer and Clinton and talked about federal initiatives. Ron Rosati said that he "continues to push SUNY to pick up lease payments for the Wellsville Campus."

Part of the $175,000 that was set aside for the College was used to put a purchase offer on a home on Hillcrest Drive in Alfred. It was noted in the minutes that "there is no intention for the Foundation to incur any expenses. Monies remaining from the $175,000 will be used for renovation and rehab and then presented as a gift to the College. Students from both campuses will work on the rehab."

Dan Whitford, of LC Whitford Co. became a new member of the Foundation, in the "Friend of the College" category. Maryanne Cole, from the English and Humanities Department, was introduced as the newly elected Alfred faculty representative. She was elected to fill M. Green's remaining term.

The 2nd Annual Taste of Wellsville was reported as being a success, with over 400 people attending.

In November 2007 J. Locker stated that commitments to the Building Trades Construction Workforce Training Facility (the "official" name of the Building Trades Building) were $1,000,000 and that it was expected that groundbreaking would be in the summer of 2008.

It was decided that a few additions to the Administrative Calendar were needed: In September, a call would go out for the latest house to be appraised. In October, the Property Committee would review the appraisals, and in November the Committee would present a recommended selling price to the Board for approval, and then the price would be set.

Also, a point of clarification was made: "Some committees have members that do not serve on the Board of Directors. At the committee level, all committee members have votes on the committees they serve, but do not vote at the Board of Directors level."

In January 2008 investments were about $950,000. One month later the investment account was down to about $600,000.

In January 2008 the SUNY Board of Trustees appointed John M. Anderson President of Alfred State College. The appointment was effective on March 1, 2008.

Also, a sub-committee was formed to assist Dean Clark in his dealings with LeChase Construction, which would be the construction manager for the new Building Trades Workforce Development facility, regarding the building of the new facility. People appointed to serve on the sub-committee were: T. Massara, C. Button (Chair), J. Richardson, J. Locker and J. Stevens.

The purchase offer on house #48 was accepted ($211,100).

$144,000 was awarded in scholarships for 2007-08.

Also, in February it was reported that the house on Hillcrest Drive had been purchased. It was insured and was being patrolled by University Police. Engineering Technology faculty was in the process of assessing the house for a plan of action.

A proposed new *Descriptive Statement* for the Foundation was presented, which was then accepted at the March meeting. It reads as follows:

> The Educational Foundation of Alfred, Inc. is a private foundation representing faculty, staff and friends of Alfred State College dedicated to improving the Alfred State College community through support of educational programs. The Foundation provides monetary support to enhance learning opportunities for students through scholarships, work grants and academic club activities.
>
> The Applied Technology Campus in Wellsville is owned and maintained by the Educational Foundation. The Foundation funds the house projects used as hands-on laboratories for many Applied Technology students. As part of its community outreach, the Foundation supports student projects, which provide real world experiences.

Also, a recommendation from the Finance Committee that the Sigma Tau scholarship principal be raised to $10,000 per guidelines from Institutional Advancement was passed. The funds to bring this account up came from unrestricted funds of the EF held by the Development Fund.

At the March 2008 meeting the By-laws Committee stated that it was still discussing term limits for officers only. It was also noted that Beth Plaistad, Alumni representative, had resigned from EF. George Goetschius had expressed an interest in returning to the Board and he was subsequently appointed by the Alumni Association to fill this vacancy.

At the April meeting, the By-laws Committee reported that the consensus was that term limits for officers were not recommended. At the same time, an amendment to Section 8, Article VI was recommended to the Board. It states that "no Foundation member may hold the office of President, Vice president or Treasurer if he/she is classified by the College as Management Confidential." This amendment was accepted at the May meeting.

Maryanne Cole volunteered to help edit the history of the Foundation, which Ellen Ehrig is writing.

The recommendation that the Foundation accept a house in Bath that had been donated by Vern Billings was accepted. It was thought that the house would then be sold, and the net proceeds go toward the new building. The recommendation was accepted.

At the May meeting it was noted that the investment account was about $30,000 down for the first five months of 2008.

It was also noted that the School of Applied Technology would build its 50th house during the 100th anniversary of the College. Publicity about this fact would be made. Also, Craig Clark said that he had been asked to locate a map of all house locations in Wellsville and that he would make arrangements to have photos taken of all the houses.

Also reported was that the steel for the new building had been ordered and that construction would begin in June.

The *Annual Report for 2007-08* noted the following, not elsewhere reported above:

- groundbreaking for the Building Trades Workforce Development Center took place on June 18 [2008]. The shell of the building should be completed by September

- Mossien's draft design for the Culinary Arts addition was reviewed by the Property Committee
- the photovoltaic system was installed
- total scholarship disbursements were $147,000
- the budget for 2008-09 was recommended with a $20,000 deficit, which would be taken from the Foundation's fund balance

At the July 10, 2008 meeting it was reported that a joint meeting of all College Boards (EF, ACES, Development Fund, Alumni Board and College Council) was to be held on August 14, 2008. It was seen as "an opportunity for the volunteer Boards to interact and have an understanding of the purpose and structure of each Board."

Mention was made that "SUNY now has a different philosophy towards ownership of presidential homes and wants to provide College presidents with living stipends." This information was thought to be of interest in light of previous EF involvement with ASC's presidential home.

In October it was noted that financial statements for the year ending June 30, 2008 were completed and that assets were listed at $3.8 million, which was a steady increase since 2004. Investments were worth $1.3 million, with $477,000 in cash available. Over the past year, liabilities had not changed, nor had the net assets. As of September 2008, the investment account had decreased by $152,000 and $300,000 had been transferred to the checking account for use on the Building Trades Development Workforce Building.

A $150,000 grant from the Appalachian Regional Commission (ARC) had been obtained. It was to be used to build a model "green" home on the Wellsville campus. Such home "…will showcase renewable energy sources and the skills of faculty and students."

Approval to switch on the newly built photovoltaic system, expected to generate 159 kilowatts of power and save 270 pounds of carbon dioxide, was obtained. It was not noted in the minutes from whom the "permission" was received.

At November's meeting the Finance Committee reported that the original cost for the Workforce Development Building had been $1.37 million, but was brought down to $1.25 million. At that time, $175,300 had been pledged toward the building, in addition to the $300,000 given by EF. The $235,000 to be received from BP would also go toward the building but had not yet been received because of "legal entanglements." Another $198,000 would be coming from HUD.

It was also noted that the Dean of the School of Applied Technology had been holding off on projects for the campus to help with EF cash flow problem, which had resulted from an over expenditure of $97,000 for the new building.

It was decided that the Hillcrest house and its 2.5 acres would either be sold or the house demolished. Both the Alfred 21st Century group and one of its members (Jason Rodd) had expressed interest in purchasing the house. While a motion was made and passed that the property be listed at $49,900, when it was eventually sold in spring 2009 to Mr. Rodd, no price was reported.

In January 2009 it was noted that "an unfavorable ruling from the Department of Labor with regard to the prevailing wage issue" had been received. This would impact on the cost of the new building. While an appeal would be made, it would have to be done after a hearing, which was not yet scheduled.

A suggestion was made by the Public Relations Committee "that a cornerstone be built in future houses that the school builds indicating the year the house was built and that it was built by the School of Applied Technology students." The Board was in favor of the idea.

At the April meeting Dick Miller, a consultant to the College's Institutional Advancement Office, "addressed the need for foundations and boards to develop private resources at the local level to financially support their campuses in light of declining state revenue."

A discussion was held regarding changing the name of the Foundation, in light of recent problems with the State with regard to paying prevailing wage. The problem stated was that EF is NOT a fundraising foundation, as is the case on other SUNY campuses. EF "manage[s] assets and provide[s] income from those assets [to the College]." The Public Relations Committee was charged with looking into a possible name change.

House #49 sold for $219,000.

An Open House was scheduled for April 29, 2009 at the new Workforce Development building, In May it was reported that 70 people attended the Open House and that an additional $28,000 was pledged toward its completion.

In May the investment account was reported at $622,000 and that $17,000 from the Foundation would be added to the ARC grant to build the "green" home. A vertical low wind residential turbine was installed on the Wellsville campus and was producing electricity, which will be tied into the grid.

The Annual Report for 2008-2009 listed other items of interest, not elsewhere noted above:

- the recession caused the Foundation to lose considerable money in its investment fund. However, the budget was balanced and the available line of credit was not used
- the lease payment remained the same
- Meservey Hill (South) property was worked on by the Heavy Equipment students. It was thought that six or more building lots would be available
- trees were planted on the Wellsville campus in memory of Terry Lehman (former employee of the College). In addition, 17 blue spruce trees in the 14 to 16-foot range were donated to the campus (not noted by whom) and planted along the service road on the south side of the road
- an EF Web page was created on the ASC Web site, which provides continual updates/additions throughout the year
- "Timber Frame Arbor: This entrance is now based with pavers that are for sale and can be inscribed with the purchaser's name or as a remembrance at a cost of $75-$100. A timber frame entry now welcomes all to the Construction and Maintenance Electrical Building as well as showcasing the beautiful work done by our Historical Renovation Building Trades students."
- the 50th house project was undertaken, which involved researching the owners of all homes built by the campus. Photos of the homes were taken (if permission was granted by owner) and a photo gallery was created and placed on EF's web site
- scholarships in the amount of $158,300 were disbursed. This was $16,300 over the allocation. The College covered this overage. 347 new and returning students received scholarship money
- the Scholarship Committee "provided input to campus constituents reviewing Alfred State College's scholarship programs, which resulted in the elimination of the new campus match for the Educational Foundation's Academic Distinction scholarship"

At the Annual Meeting held July 14, 2009, David Haggstrom, Director of Libraries, was introduced as the new faculty representative, Geralyn Gough and Martha Marino as new Friends of the College, and James Locker as an Alumni representative. Also, J. Locker , President of the Foundation, Daniel Guiney, Vice-President and Charles Button, Secretary-Treasurer, were all re-elected to the current positions.

At the regular meeting, it was reported that the new SUNY Chancellor (Nancy Zimpher) would be on campus August 19, 2009 and that EF members were invited to lunch with her. A number of EF members did so.

Craig Clark reported that three of the students EF helped provide funding for the National SkillsUSA Competition won medals.

In November 2009 the Investment Fund balance was $781,696, an increase over the previous seven months. The BP donation of $236,000 was received and this allowed payment in full to LeChase and all other creditors.

House #51, known as the “Green Home,” was being built on the Wellsville campus. When finished it will be used as a reception area for the campus and will provide office space for the dean of the school, the dean’s secretary, a conference room, and overnight space for guests. “This house is a ‘lab’ which will showcase the latest technologies used to build the home.” “Once completed, the house will feature geothermal, renewable, solar thermal, wind, and PV energy and SIPS (structured insulated panels).”

Plumbing students started underground work on the Workforce Development building.

For 2009-10 EF allocated $142,000 for scholarships.

It was reported that the dedication of Foundation Drive was almost complete. Paperwork was signed and delivered to the Town Attorney. The next step is approval by the Town Board. The dedication gives the ownership of the road to the town. Huntington Drive was rededicated, and Foundation Drive was divided into Parcel A and B.”

For the first time, it was reported that Empire Wind Power was looking to install large wind turbines on land owned by EF in the Town of Alfred. A vote recommending further study passed.

Bonadio and Co., LLP reported that the annual audit “went well” and that “nothing unusual was found.”

At the January 2010 Board meeting it was reported that the investment account value was $831,000. Tom Massara presented a ten-year report prepared by Sage Rutty, which showed a good investment record for the period.

The Property Committee reported that Bill Bigelow, Heavy Equipment Operations instructor, evaluated 90 acres on Meservey Hill South property as to its efficacy for future development. He concluded that “we can probably use all 90 acres and put in a road.”

Data on wind velocity and direction continued to be collected, so as to provide information on possible installation of wind turbine, on EF property.

C. Clark reported that the College had a $10,000 shortfall in funds available for Peer Tutoring. A request for EF to makeup some of this shortfall would be made in the near future.

It was also reported that LeChase Construction "…will be building the new Wellsville Bus Garage and they are looking for a spoil area for 40,000 cubic yards of material. The material could be directed up the hill of Meservey Hill South and used to improve the land." A motion to accept this material was approved. It was later reported that the value of the fill was $12,000.

In March 2010 a telephone conference call approved the purchase offer on House #50 in the amount of $217,500.

Prior to the April Board meeting, Foundation Drive was dedicated, with recognition of the role the late Jim Sawyer played in its development. Guests at the dedication included Jim Sawyer's wife and son; Darwin Fanton, Wellsville Town Supervisor; and Dean Arnold, Highway Supervisor. A reception was held following the ceremony.

At the April meeting a presentation was made by Keith Pitman, President of Empire State Wind Energy, reporting on its desire to build three wind generating units on three quarters of an acre of EF land. On this leased land they would build three 1.7-2.0 megawatt turbines. At the signing of the lease "we receive $3,000. When the foundation is installed, we get another $3,000 and another $3,000 for lease execution. Annual megawatt rated output once they are installed and running would be $2,000 per windmill. After 10 years, there is a 15% increase in income received." In the discussion that followed J. Locker requested that Mr. Pitman show EF signed leases from adjacent landowners (with their permission) and any issue that such landowners might have. It was emphasized the EF did not want to be "used to get [other] landowners to sign up."

The Finance Committee reported that the investment fund value was $894,970, after a transfer of $75,000 from the Money Market account was made.

Discussion ensued about taking some money from the reserve account to help complete the Workforce Development Building. C. Clark was asked to provide the Finance Committee with a budget for future work on the building.

It was reported that BP would be working throughout the summer on the next phase of their remediation project on the Genesee River. They donated $1,000 for campus beautification.

A gift of $50,000 was donated by Vern Billings to the Heavy Equipment Operations program.

In April both D. Guiney and M. Marino resigned from the EF Board. It was felt that both an attorney and someone with real estate knowledge had been assets to the Foundation and new members should be recruited with these backgrounds. Beth Farwell, an attorney, was invited to and attended the May meeting. Since two people with real estate backgrounds indicated interest in joining the Board, it was decided that their qualifications would be sent to Board members and a decision would then be made at the Annual Meeting as to whom would be asked to join.

Also, at the July meeting, a vote would be taken on a recommendation that $75,000 be transferred from the Reserve Account for the Workforce Development Building and that $154,000 be allocated in the 2010-211 budget for scholarships for the 2011-12 academic year.

Also, at the May meeting the Public Relations Committee distributed a new Education Foundation brochure and the newly designed non-laminated graphic roll-up was displayed.

President Anderson reported that the three academic deans were to become members of the President's Cabinet, which was being re-named the "President's Council." Dr. Stephen J. Havlovic was named the new Vice-President for Academic Affairs and former faculty member Dr. Terry Tucker was name Dean of the School of Arts and Sciences. He also reported that Bill Goodrich, CEO of LeChase Construction, was presented the President's Medallion at Commencement.

ORIGINAL AUTHOR'S BIOGRAPHY and ACKNOWLEDGMENTS

Ellen H. Ehrig was born and educated in Brooklyn, NY. She graduated from Brooklyn College (B.A. in Political Sciences) and from Pratt Institute (Master of Library Science). After working as an Adult Services Librarian at the Eastern Parkway Branch of the Brooklyn Public Library and as a Reference Librarian at the Fogler Library at the University of Maine in Orono, she moved to Alfred, where she worked as a Public Services Librarian at the Hinkle Library for 34 years, retiring in 2004.

The author would like to thank Maryanne Cole, former faculty member in the Department of English and Humanities for editing the first draft of this manuscript and Cynthia Santora, Communications Department, for editing the second draft. Also, a "Thank you" for Mary Fagan, Craig Clark, William Mombert, and Thomas Massara for always promptly answering any questions I had when writing this history.

Also, Amanda Burns, Director of the Box of Books Library Public Computing Center, for help with formatting the document.

She would also like to thank all the members of the Educational Foundation for being patient while the history was being compiled. I know that it took a long time, but, I hope, "better late than never."

2010-2011 Educational Foundation of Alfred, Inc.

Board Meeting on July 27, 2010
The Finance Committee at their May 12, 2010 meeting recommended that the Board pledge an additional $75,000 from cash reserves for the Workforce Development Building. The Board accepted the recommendation. All in favor. Carried. The Finance Committee recommended that that we allocate $3,000 increase in scholarship funds for 2011-2012 (from $142,000 to $145,000). Budget includes approval of $5,000 for Peer Tutoring. All in favor. Carried. The Board approved the recommendation from the Finance Committee that we accept the 2010-2011 balanced budget. All in favor. Carried.

Jim Raptis made the motion that Ellen Ehrig, Friend of the College, Daniel Whitford, Friend of the College, and Charles Button, Friend of the College be reappointed to the Educational Foundation Board of Directors for the term 2010-2013.

Daniel Whitford made the motion that elections be closed; seconded by David Haggstrom. The Secretary/Treasurer cast one ballot for the slate of officers (James Locker, President, Geralyn Gough, Vice President, Charles Button, Secretary/Treasurer) who ran unopposed; Jim Raptis made the motion that we accept the slate of officers; seconded by Ellen Ehrig. Carried.

Board Meeting on September 9, 2010
The Finance and Property Committees recommended that the Foundation hire Industrial Appraisals to do a full appraisal of the Wellsville Campus property at a cost of $4,130 with the intent to pay for this out of our reserves if money is not available at the end of the year; seconded by Ellen Ehrig. All in favor. Carried.

Board Meeting on November 11, 2010
The Finance Committee recommended that the revised Ed Foundation Investment Policy dated September 9, 2010 be adopted. The amendment allows diversification of the portfolio with proven dividend performers. It is not as aggressive as the present one consisting of growth stocks and protects our returns; seconded by Ellen. All in favor. Carried.

The Finance Committee recommends that the Foundation join the ServU Credit Union and open a checking/savings account. ServU presently pays a better interest rate; seconded by Deb Goodrich. All in favor. Carried.

Board Meeting – January 20, 2011
The Property Committee recommended that the Educational Foundation deed 26.62 acres of the Betty Brown property to Alfred State College, inclusive of the 6.24 acres in question, that would include a potential college home and a 60-foot right-of-way access to the remaining 50 acres (approximate) owned by the Foundation. Further, this includes the current baseball and football fields (alleviating the Foundation 100% from liability for the athletic fields) thus eliminating the need to renew the current lease which expires on May 29, 2011; seconded by Charlie Button. All in favor. Carried.

Scholarship Meeting – February 22, 2011

2010-11 Summary Scholarship Report: Deb presented the 2010-2011 Educational Foundation Scholarship Report. For 2010-11, 382 scholarships were awarded to new and returning academic and athletic talent grant recipients. Of the 358, fall admission recipients, 17 received a 4.0, 224 received a 3.0-3.99, 60 received a 2.5-2.9, 33 received a 2.0-2.49, 11 received a 1.0-1.00 and 13 received less than a 1.0 GPA. Of the total admissions scholarships awarded, 87 were ineligible to continue receiving their scholarship for academic reasons. This represents a very slight increase compared to last year. (In fall of 2009, 85 out of 352 scholarship recipients were ineligible to continue to receive their awards.)

Admissions offered $140,000 to academically talented students and expended $71,000 resulting in a yield rate of 51 percent. The total Ed Foundation allocation of $142,000 was divided as follows: Distinguished Scholarship Program --$40,000, Admissions--$67,000, and Athletics--$35,000. The expenditure for 2010-2011 was $140,650, leaving a small balance of $1,350. Actual expenditures were broken down as follows: Distinguished Scholarship Program -- $40,000, Admissions--$71,000, and Athletics--$29,650. The Ed Foundation contributed $40,000 towards the total $394,819 expended for the Excellence in Education Scholarship. The Scholarship Statistics for 1993-2009 were distributed. This year we had a 51 percent yield which represents a decrease in the rate as compared to the previous year (55 percent).

Yield Report 2006-2010: Ellen distributed the Yield Report for scholarships for 2006-2010. This report answers the following questions: are we spending our money wisely, are we keeping good students here, and what is the scholarship dollar amount that makes a difference.

Athletics (K. Feldman): The total Athletic Talent Awards amount was $29,650. The athletes did not have a good fall semester academically. Four athletes withdrew and did not attend in the fall and are included in the report for recordkeeping purposes only. Breakdown by sports: Football (Division I) - 6 scholarships awarded; 1 eligible for spring; Women's Basketball (Division II) – 10 scholarships awarded; 4 eligible for spring; Men's Basketball (Division II) – 6 scholarships awarded; 2 eligible for spring; Lacrosse (Division I) 5 scholarships awarded for spring; 5 eligible for spring. We cannot compete with those colleges who offer high monetary scholarships for the talented athletes who also excel academically. All other college sports teams are Division III and athletes in Division III sports cannot be offered aid. Baseball recently moved to Division III and thus students are ineligible for talent awards.

2010-11 Preliminary Scholarship Report: The allocation from the Ed Foundation was $142,000. Deb gave an overview of the various scholarships. The college philosophy is to give students the scholarship with the largest dollar value they are eligible for in order that the college may assist more students. For each of the Excellence in Education scholarships awarded, the tuition scholarship amounts vary by student depending on the amount of financial aid each student received. Tuition at the baccalaureate level is higher for out-of-state students; so if a student starts at the associate level, they will save approximately $6,000. The Presidential Scholarship – students receive a double room and will have a roommate with the option to buy out as a single room if available. All-American – students receive board and are allowed to select their preferred meal plan. The total amount of scholarship funding awarded for the current year equals $2,209,124.13. Scholarships not only assist the college to meet enrollment goals, they also boost the student profile. Jim Locker commended Deb on the scholarship distribution and the report. Ellen asked if we follow up on students who are listed as FTE (failed to enroll) who

maintained the required GPA to continue to receive the scholarship in the spring semester. This is not done. Student must maintain a 3.00 GPA to continue with the scholarship.

2011-2012 Scholarship Listing Report: The total allocation is $145,000, which represents a $3,000 increase. Awards began in November; and to date, we have offered $98,000 to new academically qualified students. We initially plan that all continuing students will be eligible to receive their scholarships for the upcoming year.

Budget Request for 2012-13: Neil made the motion that the committee request $148,000 in scholarship funding from the Ed Foundation for 2012-13; seconded by David. All in favor. Carried. Memo will be sent to the Finance Committee for recommendation to the Board. It is noted that both Neil and Stephen expect to see increases in room and board respectively with a projected 9-10 percent increase in room cost and a 7-8 percent increase in board.
Ellen made the motion that any money not expended from the scholarship allocation be rolled over for use the following year. Seconded by Jane G. All in favor. Motion carried.

National Clearinghouse Report: Approximately 85 percent of colleges nationwide participate in the National Clearinghouse. The first page of this report summarizes the Fall 2010 Alfred State College Accepts Who Enrolled Elsewhere. Alfred State College's top four competitors are SUNY Delhi, SUNY Buffalo State, SUNY Morrisville, and Monroe Community College. It is interesting to note which colleges are our competitors and the prestigious institutions that we are competing with. The second page (Addendum XIV) represents Fall 2010 ASC Scholarship Students Who Enrolled Elsewhere by College and the last page (Addendum XV) shows 2010 Scholarship Students Who Enrolled Elsewhere by Scholarship Type. Rochester Institute of Technology and the University of Buffalo are the two biggest recipients of our scholarship students who choose not to enroll at Alfred State College. We lost only 22 students from our Excellence in Education scholarship to a competitor.

By-Laws Meeting – March 8, 2011
Review of the Operations Manual. A copy of the Operations Manual with
was distributed. On February 18, 2011, a copy of the Manual along with a list of all the revisions was e-mailed to all Board members asking for input before the committee approves the Manual for recommendation to the Board. Mary has not received any response from the Board. Jim made the motion that we recommend acceptance of the Operations Manual to the Board at the April 21, 2011 meeting. Seconded by Geralyn. All in favor. Carried.

Board membership: Board positions for Deb Goodrich (Administrative Faculty) and Norm Ellis (School of Applied Technology faculty) expire in May. These are elected positions and Faculty Senate has placed a Call for Nominations for these positions by April 1. Mary notified both Deb and Norm. The position for George Goetschius as Alumni representative to the Board also expires this year. Mary contacted Colleen Argentieri. The Alumni Board is now the Alumni Council and is undergoing reorganization. Colleen is fine with George continuing this position; however, Jim recommends that we get a letter or e-mail stating such from Colleen. Mary to contact Colleen. Colleen asked if George would like to serve on the Council.
Membership Matrix: Jim asked that this be brought to the next meeting.
College Archives: Mary is copying minutes for the College Archives.

Property Meeting – March 21, 2011
House #51: Home is on schedule and within budget. Most of the tile is down in kitchen and bath, ceilings painted, and brick work on fireplace is done. Light fixtures and garage door are on order. Upper kitchen cabinets installed and working on base cabinets and finishing drywall work. The solar roof panels are in. No color has been selected for the exterior of the house.

House #52: On schedule and within budget. Rough-in electrical and plumbing was inspected. Insulation blown in and siding is progressing. Roof soffits in and crevice trimmed. Work will start soon on footings for deck. To answer Vicki's question, testing for radon is done on houses. It is expected the house will be available for bid in fall.

House #53: Plans have been selected and the lot has been cleared and graded. The plans are to get as much of the foundation in as possible this semester so framing can start when students return in the fall.

Meservey Hill Lots: No report. Six lots left

Meservey Hill South: No updates. Jeff suggested that at the next meeting, Bill Bigelow take the committee for Meservey Hill South tour. There is potential for 6-7 lots to be developed. Jeff will contact Bill to schedule.

Workforce Development Building: Craig reported work has slowed down as only $5,000 is left from $212,000 allocation. Craig and Stephen have discovered that of the $75,000 allocated from Foundation reserves for this building, only $50,000 has been allocated to the budget. A rollover of $29,000 from last year that was not spent during the budget year was apparently subtracted from the $75,000 to be allocated from reserves. This resulted in only a $50,000 allocation from reserves. Therefore, $25,000 is still owed from Foundation reserves to the budget for this year and the new building. Stephen has the paperwork to verify. No action needs to be taken as this $75,000 was approved previously by the Board.
Wellsville Campus: Students have started to build the Pavilion next to Freshman Auto. Brick piers have been laid up and plans are to get the frame up.

Oil and Gas Lease Affidavit for Otis Eastern, Inc. Property: B.P. (EPA requirement) has asked the Educational Foundation to sign this affidavit that the Foundation will not commence drilling or other related activity on the Otis Eastern Services, Inc. property that is donated. George made the motion that we recommend to the Board that this Affidavit be signed. Seconded my Norm. All in favor. Carried. Stephen will have Jim Locker sign.

Betty Brown Property (75.5 acres located Alfred): The 6.24 acres in question on the survey maps were already transferred to the State. Mary to get a copy of the Deed to Val.

Betty Brown Lease for this property: Current lease expires in May. The process for the state to accept the land that Foundation is transferring to them needs legislative approval and is thus a long process. A short-term lease is needed until the transfer takes place. Val recommends a one-year lease to cover the time period when the lease ends and SUNY accepts the gift of land. Committee agrees. Val will follow up.

College Home: On hold until the State budget process is completed and the college has a better sense of their financial situation as related to the State budget. The college is moving ahead with the design as that was already budgeted, but the start date has been postponed.

Signage: Craig would like to be a part of any PR committee signage discussion for the Wellsville Campus. House #51 – Green Home – has a permanent sign. Only signage needed would be for houses in progress. The permanent sign designed by Mossien for Meservey Hill Heights will be located in the lot behind House #44 (Richmond) and Foundation Drive (upper road) entry. Joe Richardson to pursue.

Appraisal: Stephen reported that Industrial Appraisal completed the appraisal for the Wellsville Campus. The insurance value is $23,324,000 and the sale price is one-half of that, approximately $11,500,000. It is a detailed report, and a copy is located in his office and the Dean's office if anyone would like to review it.

Invoice: An invoice was received from our attorney Peter Degnan for the BP-ARCO property process. It is for the time period December 2008-April 2009 and amounts to $3,557.00.

Wellsville Campus Lease Schedule: This has been updated and figures reviewed and updated by Glen Cline. There are no major changes so it is hoped it can be done locally.

Goals for 2010-2011:

1. Offer assistance and support in completing the Building Trades Workforce Training Facility.
2. Turn conceptual design of Culinary Arts facility into a final plan.
3. Review, update and continue implementation of Mossien Master Plan (finalization of Phase 1) for the Wellsville Campus.
4. To review the Alfred State College Master Plan to ensure that it incorporates the Wellsville Campus Mossien Master Plan.
5. Obtain and consolidate maps of property owned by the Foundation and make sure all committee members have a copy.
6. Continue to investigate the feasibility of developing Meservey Hill South.
7. Continue to look at acquiring property for future development and review and make recommendations regarding use and/or disposition of Foundation property as requested by the Board.

Property Meeting – April 11, 2011
Tour of Meservey Hill South postponed due ground conditions.

Dresser Rand, Pattern Shop renewal expires August 31 and renewal needs to be executed by May 31. It is a 3-year lease. Currently, the negotiated monthly rent is $2,815.50 per month; the renewal rate will be increased to $3,150.00. That is a $2.80 per sq. ft. excluding the $750 paid by the College for utilities.

Oil & Gas Lease Affidavit: Stephen consulted the Foundation's attorney, Peter Degnan, who assured him that this Affidavit is standard and should be signed by Jim Locker and returned to BP/ARCO attorneys.

Property Committee Budget Request: Craig presented a budget and expenditure report for Wellsville Campus projects including unexpended operations and committed operations for 2010-2011. Total budget was $379,170.96 and the total expended is $353,170.95. Unexpended operations amount to $26,000.01 Craig's goal is to continue working on the Workforce Development building in phases until the building is completed. The Property Committee budget request for 2011-2012 is $421,000 including $160,000 for the new building. The remainder is for Wellsville Campus projects. George Goetschius made the motion that we accept the $421,000 budget request and recommend this budget request to the Finance Committee. Seconded by Norm Ellis. All in favor. Carried.

Workforce Development Building: Lights will be installed early next fall. Interior walls will be a major part of the construction next year with students. There is approximately $32,000 of donations in the mail and $22,000 in pledges with more "asks' in progress.

Culinary Arts Addition: Craig handed out the architectural drawing of the Culinary Arts plus floor plan. John has a potential donor for this project. Estimate is $600,000 to build plus $200,000 for equipment.

Finance Meeting – April 14, 2011
Operating Revenues: Investment account: $1,016,991.61. Checking account balance is $142,995.61. The line of credit has not been used. $99,990.70 balance at ServU plus $3,172.00 in an account at Steuben Trust.

Operating Budget: All accounts in balance.

Unusual account expenditures: A bill for $3500 was received from Foundation attorney for legal expenses incurred from 2009. There was an increase in audit fee due to work on ARCO/BP investigation. Appraisal was a little over budget.

Status of Monies Workforce Development Building: Craig reported that Joe Richardson is working on the fall semester schedule for work to be completed on this building. Funding status: $32,000 in donations ($20,000 from Builders' Exchange and $12,000 from LeChase) expected and about another $20,000 of pledges with a number of "asks" out there. Last year, the Board approved an additional $75,000 be taken out of cash reserves for this building. Charlie is now recommending that this amount be taken from investments rather than reserves to protect our cash reserves due fluctuations in spending or expenses in the upcoming budget year. Jim noted that $100,000 was placed in the ServU account for this specific purpose. Geralyn noted that it is best to spend least productive assets first. Discussion followed. No decision at this time. Charlie recommended that a sub-committee be formed with Stephen and Jim and to invite Tom Massara. Jim requested that Geralyn and Rose also serve on the subcommittee. Sub-committee members: Charlie, Jim, Geralyn, Stephen, and Rose. Stephen will contact Tom to set up a meeting.

Budget Requests for 2011-2012: Budget requests were received from Property (Wellsville Campus and Workforce Development Building), PR and Scholarship Committee (2011-12 request for 2012-13 academic year), Hog Wild Days, SkillsUSA, Peer Tutoring, and Work Grant.

Stephen reported that with the updated square footage for the Wellsville Campus lease, we should see an additional $60,000 or more of income if approved by college. Each committee had met and recommended budget requests be forwarded to the Finance Committee. Stephen presented a tentative Ed Foundation Budget for 2011-2012 which does not include all the requests. Stephen will re-work the budget and it will be presented at our May meeting. Mary to send Stephen Scholarship Committee request.

Property Tax Bill Wellsville Campus: This bill reflects charges for water and sewer. Geralyn recommends that the Water and Light Company be consulted about this bill. Mary to pursue.

Sigma Tau Endowed Scholarship: Jim received an e-mail from Colleen Argentieri of Institutional Advancement regarding this scholarship. The current market value is $5,879.71. The last student to receive funding was in the 2006-07 academic year. Options discussed (1) bringing the scholarship up to the endowed level of $10,000, (2) combining with the Centennial Endowed Scholarship fund or (3) turning the endowment into an annual scholarship. With an annual scholarship a minimum of $500 would be provided to a student(s) based upon the already completed criteria, to be disbursed annually until the funding is depleted. Jim made the motion that we turn the endowment into an annual scholarship with $500 provided to a student(s) based upon already completed criteria, to be disbursed annually until the funding is depleted. Seconded by Geralyn. All in favor. Carried.

Estate: The Foundation has been bequeathed a 2/30th share in the estate of James Joseph Sicker of Alfred. We have received a Notice of Probate from attorney James P. Burd, Esq. of Greenwood. No further information is available at this time.

Board Meeting – April 21, 2011
Jim Locker made the motion that any excess balance from scholarships awarded be left to the discretion of the Scholarship Committee; seconded by Julie. All in favor. Carried.

The By-Laws Committee recommended the acceptance of the revised Educational Foundation Operations Manual; seconded by Ellen Ehrig. All in favor. Carried.

The Finance Committee recommended that the Sigma Tau Endowed Scholarship currently valued at $5,879.72 be turned into an annual scholarship with $500 provided to a student(s) based upon already completed criteria, to be disbursed annually until funding is depleted; seconded by David Haggstrom. All in favor. Carried.

Finance Meeting – June 6, 2011
Ellen made the motion that we recommend $845,797.78 Educational Foundation budget for 2011-12 to the Board. This is to include $54,654.76 taken from reserves to cover the budget deficient. A new line number under “income” will be created for the $54,654.76 transfer. Seconded by Geralyn. All in favor. Carried.

Operating Revenues: Investment account: $1,063,808.18. The line of credit has not been used. $100,000 balance at ServU plus $24,000 in an account at Steuben Trust.

Status of Monies Workforce Development Building: Funding status: $42,000 in donations ($10,000 from C. Joyce of Otis Eastern, $20,000 from Builders' Exchange and $12,000 from LeChase) expected and about another $20,000 of pledges with a number of "asks" out there.

Budget Requests for 2011-2012: The 2011-12 budget prepared by Stephen was attached to the minutes and had been e-mailed to committee members. Committee went over the budget line by line. Below are lines that additional clarification was needed:

- Line 5) Wellsville Rent: rate the same, reflects square footage increase.
- Line 80) Unrealized gain – reduced from 15% to 12% reflecting a more conservative approach
- Line 80) General Admin – dividends received from investments
- Line 680) Lease (DR) – in negotiations
- Line 697) Interest Expenses – based on amortization schedule
- Line 51) Property and Instr Bldgs Alfred: Ellen proposed that this section be removed as this refers to Wood and North properties which no longer exist.
- Line 610) Payroll Transfer – refers to Mary's salary
- Line 649) Administration Exp (ACES) – Accounting and budget work by ACES. It was decreased from $12,000 to $8,000 and is being increased to $10,000.
- Line 668) Legal Exp. – includes house closings
- Line 671) – Laptop depreciation
- Line 685) - $4,380 figure reflects Industrial Appraisal.
- Line 712) – NYS SkillsUSA – Craig to follow up with Barb. This pays for some expenses Skills National trip for students.
- Line 706) – Recruitment – this refers to Scholarships

Other discussions: Under Additional Commitments: laptop purchase for Operations Manager. There was no income from sale of home this year. Jim Locker noted that it was discussed with the President Anderson that the current increases received from lease monies should be earmarked to finish the Workforce Development Building. Total budget presented was $791,143,000. Budget reflects a $54,654.76 deficient which the committee recommends be taken from reserves. This will be moved to income and a new line number created so the budget will balance. Therefore, the budget presented was a total of $845,797.78 including the $54,654.76 from reserves.

Increase to Operations Manager Salary: The Committee recommends that the salary for Mary be increased from $9.50 to $11.00/hr. which will increase Walker's Business Services expense to $16.62/hr.

Committee discussed the $76,640.07 EDF endowment held by IA Development Fund and $5,879.71 Sigma Tau endowed scholarship. At April 14 meeting a motion was recommended that we turn the endowment into an annual scholarship with $500 provided to a student(s) based upon already completed criteria, to be disbursed annually until the funding is depleted. However, the new information received indicates that there have been ongoing disbursements of PTK and Sigma Tau scholarship monies to students. Therefore, Jim Locker made the motion that we will recommend to the Board that we remove the above recommended motion from the April 14 meeting minutes and recommend that the $5,879.71 Sigma Tau balance be rolled into

the $76,640.07 PTK/Sigma Tau scholarship endowment. Seconded by Craig. All in favor. Carried.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2010-2011

Board Members 2010-2011:
Dr. John M. Anderson, President of Alfred State College, (appointed College President March 2008)
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (7/2007-7/2013)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (7/2007-7/2013)
Norm Ellis, Hornell, Wellsville College Faculty (7/2008-7/2014)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (7/2010-2013)
George Goetschius, Wellsville, Alumni – (7/2008-7/2011)
Deborah Goodrich, Alfred, Alfred College Faculty (7/2008-7/2014)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (7/2006-7/2012)
David Haggstrom, Faculty – (7/2009-7/2012)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2012)
James Locker, Hornell, Alumni, President, Board of Directors. (7/2000-7/2012)
Victoria Joyce-Middaugh, Wellsville, Friend of College, Board of Directors (7/2010-7/2013)
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (7/2007-7/2014)
Stephen Schnorr, Executive Director, ACES, Ex-Officio
Jeffery Stevens, Wellsville, Wellsville College Faculty (7/2007-7/2013)
Daniel Whitford, Wellsville, Friend of the College, (7/2007-7/2013)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Stephanie Hoyer, Public Relations Committee, Office of Communications
Jane Jamison, Scholarship Committee
Lawrence “Bud” McCarthy, Property Committee
George “Joe” Richardson, Property Committee, Building Trades Department, appointed January 2006
Cynthia Santora, Public Relations Committee, Office of Communications
Glenn Brubaker, Property Committee, Facilities Director

Members Changes:
Beth Farwell appointed to Board- July, 2011
Stephen Schnorr replaced Tom Massara who retired.

BY-LAWS COMMITTEE –David Haggstrom, Chair
The By-Laws Committee met on November 30, 2010, January 20 and March 8, 2011. The Committee completed the revision of the Operations Manual and recommended its acceptance at the Board of Directors meeting on April 21, 2011. The Committee solicited nominations for the office of President, Vice President, and Treasurer/Secretary. Both James Locker and Charles Button (incumbent president and treasurer/secretary) declined to run for another term in these offices. Elections are to be held at the annual meeting on July 28, 2011.

FINANCE COMMITTEE - Charles Button, Chair
It was a stable financial year for the Foundation with cash flow funds from the previous year helping with expenses. The Investment Fund continued to regain fund losses from the 2008 market decline. The Fund closed the fiscal year with approximately $1,030,000. It was anticipated that during the year the Foundation would experience cash flow shortages due to the fact they did not have a student-built house to sell. However, it did not occur and there will be some cash flow funds that will be carried over into the 2011-12 fiscal year. The Finance Committee appreciates everyone who works to keep our Foundation financially stable. The Committee recommended that 2011-12 budget is a balanced budget with extra funds going to Capital Improvement (Workforce Development Building on the Wellsville Campus) and will be balanced through monies from the Investment Fund. The 2011-12 recommended budget will also see increased revenues through the additional square footage (Workforce Development Building and the environmental “Green Home”), lease to the College. The Finance Committee continues to meet their goals as specified for the year.

PROPERTY COMMITTEE – Jeff Stevens, Chair
The Property committee met regularly throughout the 2010-11 year. Our business has been, and continues to be, focused towards meeting our goals and strengthening the Foundation’s property assets.
Subdivision notes:
o House #50: House was complete and sold. The amount received from the sale was $201,000. (Sale price: $217,000)
o House #51: The Green Home Lab was completed by the students during the spring semester and is receiving final trim out and furnishings over the summer 2011 break. The Dean and Secretary Offices as well as guest receiving area will be open in the fall. Final connections and touches are being completed on the renewable energy systems.
o House #52: The fall and spring semester allowed the students to frame, roof, install the mechanical systems, insulate, and drywall the home. The fall semester of 2011 will begin the finishing stages for this home – finish drywall, wood and cabinet trim, and mechanical systems completion. This home will again have an Energy Star rating similar to house #50.
o House #53: Excavation clearing and foundation work was completed by the students from the Heavy Equipment program. The Building Trades students installed the footers and the masons are prepared to begin the basement foundation work in the fall of 2011.
o The development on Meservey Hill will have utilities installed during the summer of 2011 for the six lots in the development that do not currently have access to underground electrical.
o We continue to work on the new road for Meservey South and a plot plan will need to be developed to lay out potential home sites this coming year.
Campus notes:

Beautification and improvement efforts to the campus were in abundance for the 2010-2011 year. To highlight just a few: The Culinary Arts building received upgrades to its systems within, including a new hood exhaust system made possible through State funding. The freshman automotive air conditioning system for its classroom areas was completed and operational for the fall classes. The orange building color on many buildings has been replaced with red to match the new Construction Industry Workforce Development Facility. The timber frame pavilion alongside the Student Services building was erected and installed by the students at the end of the spring semester. The partnership with B.P. Atlantic Richfield has also allowed for the Foundation's receipt of the 45-acre parcel south of the existing property for the stewardship and use of the Foundation and College. The campus buildings and grounds are in immaculate condition and remain to be our best showpiece and property asset.

The strongest achievement and improvement to the Educational Foundation property is the Construction Industry Workforce Development Facility's progress. This year, the floor was poured and the mechanical heating system installed for its in-floor heat. The donations for completion of the facility continue to be procured and the ability for the student use of the building is imminent. The coming year plans include having students install electrical distribution and lighting for the interior; Building Trades students will be working on interior walls for laboratories, a student locker room, and faculty offices. The facility will be a great working laboratory from this fall forward.

This year, the Wellsville campus was included in a long-term master planning exercise for Alfred State College, including both campuses. The Mossien plan was used as a basis and the plan was expanded to include additional potential construction and changes in the future. This is all part of the plan to work with SUNY and the state to agree to acquire the campus in the future.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out for Educational Foundation events and donations:
  - New Board Members, Beth Farwell and Victoria Joyce-Middaugh
  - New Board and Officers
  - Work Grant article (in progress)
- The history of the Ed Foundation is completely written, and copies are being printed.
- Bio sheets and photos are maintained for all Ed Foundation Board members.
- It was determined that a television would be installed in the lobby of the Culinary Arts Building in order to continually loop available videos for viewing.
- Signage for a variety of projects on the Wellsville Campus was discussed and recommendations made to the College.
- A plan was designed to create a virtual tour of the new homes being built by students. Photos will be taken at specific stages during the construction. A slideshow with the photos and captions will be added to the Educational Foundation website. A link will also be available from the academic program pages on the College website. The Building Construction Department Chair will review all photos prior to their use.
- A camera was purchased for use to obtain photos.

The Committee is seeking an individual from the Building Trades faculty to become a permanent committee member.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

- The Ed Foundation scholarship allocation for 2010-2011 was $142,000. $140,650 ($1,350 less than the allocation) was initially disbursed as follows:
  - $ 40,000 Distinguished Scholars
  - 71,000 Admissions
  - 29,650 Athletics
  - $140,650 TOTAL
- At the April 21, 2011, Educational Foundation Board of Directors' meeting, a motion was approved that the distribution of any excess balance from scholarships awarded be left to the discretion of the Scholarship Committee. The Scholarship Committee determined that the 2010-2011 balance of $1,350 should be added to the Distinguished Scholars program. The final scholarship distribution was as follows:
  - $ 41,350 Distinguished Scholars
  - 71,000 Admissions
  - 29,650 Athletics
  - $142,000 TOTAL
- Ed Foundation scholarships were awarded to 382 new and returning students during the academic year.
- Retention scholarships were not funded due to the late availability of funds and the small amount ($1,350).
- A request for an increase in the scholarship allocation for the 2012-2013 budget year was submitted to the Finance Committee.

2011-2012 Educational Foundation of Alfred, Inc.

Board Meeting – July 27, 2011
The 2010-2011 balanced budget recommended by the Finance Committee for approval was presented. The Finance Committee at their May 12 meeting made the recommendation that the Board pledge an additional $75,000 from cash reserves for the Workforce Development Building. All in favor. Carried. The budget will be revised for "historical purposes" and add a new line as a special one-time allocation for the $75,000. The Finance Committee also recommended that we allocate a $3,000 increase in scholarship funds for 2011-2 (from $142,000 to $145,000). All in favor. Carried. The Board approved the recommendation from the Finance Committee that we accept the 2010-11 balanced budget. All in favor. Carried.

Board Meeting - July 28, 2011
The Finance Committee approved and recommends the acceptance by the Foundation of the 2011-12 balanced budget as presented. Seconded by Ellen. All in favor, Carried.

The Property Committee made the recommendation at its meeting on July 28, 2011 to accept the donation of the property (old Brass Balloon restaurant) at 104 N. Main St. in Wellsville with the stipulation that if not used within one year of the date of purchase, that the property would be sold. This property includes both the restaurant downstairs and the apartment upstairs. The appraised value is $71, 900. Seconded by Geralyn Gough. All in favor. Carried.

Background from Craig:
Steve and Kathryn Photopoulos wish to donate the property which includes both a restaurant downstairs and an upstairs apartment. Craig, Jeff Stevens, Joe Richardson, Daniel Whitford, Derek Wesley and Danielle White walked the property. The building is in good shape with what appears to be mostly cosmetic upgrades needed. The apartment upstairs has 2 full bathrooms with a full kitchen and 4 large rooms. It is heated with electricity and we have been told the roof is fairly new. It has fairly new electrical service. The rubber membrane flat roof over the downstairs kitchen for the restaurant that can be viewed from the apartment is quite new. There is no apparent water damage, and the woodwork is all still original and in great shape. The walls need some cosmetic work. Bathrooms and kitchen are older but in good shape. The basement is in good shape with no apparent water damage. The water has been drained and electricity is turned off at the breaker. Heat is baseboard electric heaters. The restaurant was used until about 5 years ago and has most of the equipment and plates and glasses in the facilities for the restaurant. This donation has no limitations and there appears to be no downside of accepting a structurally sound building.

1) Do we accept the property donation?
2) We need to discuss options of how the college will use.
3) It can be rented or sold if options do not work out.
4) How long do we keep property if options do not work out?

Property Committee Discussion:
- Who is responsible for shoveling in winter? Owner. Foundation could hire a snow shoveling service.
- Would the structure be added to our liability insurance? Yes

- The property would become tax exempt once it becomes Foundation property.
- Maintenance would be the responsibility of the Foundation.
- Apartment could be used for faculty housing/income for Foundation.
- Special events could be held in the restaurant to show off what our students do, but not to compete with local businesses.
- Foundation could profit from the sale of the building.
- Craig was approached about one possible use for training for disadvantaged youth.

George Goetschius made the motion that Jim Raptis be reappointed to a three-year term as "Friend of the College"; seconded by Daniel Whitford. All in favor. Carried.

PR Meeting – September 1, 2011
September/October:
Green Home Open House: Ribbon cutting event is in the planning stages. Event will be coordinated by College Public Relations and Foundation PR committee will be available to help as needed. Deb Root reported that representatives from Appalachian Regional Commission will tour buildings for which they provided grant funding which includes Green Home and Workforce Development building. Tentatively scheduled for September.
October:
Board Members and Officers: No new Board members. Photos will be taken at September 8 Board meeting.
November:
Scholarships: Awarding of scholarships begins November 1 and is ongoing.
June:
Work Grant: This was on the calendar for February but did not go out until June. Contact person for work grant is Chris Vernam. Article included number of students and total amount awarded.

Future Press Releases (dates to be determined):
Meservey Hill South: Committee will follow the progress of this new housing development site to determine when a press release would be appropriate.
Meservey Hill Heights: Sign designed by Mossien Associates installation at Meservey Hill Heights postponed until fall. Press release will be done when sign is installed.
Workforce Development Building: 2010-11 press releases: the 3-miles of radiant heat tubing installed and the 450 cubic yards of concrete. George is the liaison from Property Committee. They continue to work in stages on this building. This fall, students will work on walls and interior lights. Mary will work with Joe Richardson to get photos and send to Deb, Cindy and Kathy Bayus for 2011-12 press releases.

History of Ed Foundation: It was decided that 10-15 copies of a spiral bound book with 1 copy each located in Alfred and Wellsville Libraries, Wellsville Dean's Office, Operations Manager, Mary Anne Cole, area historical societies, and the College President's Office. The history will also be available through a link on the Ed Foundation website. The printing will be done at the ASC Document Center.
Virtual Tour of homes built by students and EDF website: Letters were sent to Meservey Hill Heights homeowners and most gave permission to take a photograph of the front of their home for a PowerPoint slideshow with captions on the EDF and Wellsville campus website. Pictures of inside and outside of homes #51 and 52 were taken as well as a picture of the foundation for

#53. Joe Richardson helped with photos. Photos will be sent to Stephanie on a USB drive for EDF and Wellsville website with captions to be added. No aerial view photo taken. Mary can be trained as editors to update webpage. All updates are reviewed by college PR.

Signage: No sign will be placed at Meservey Hill South, as we do not want to bring attention to this land as it is under development. Signage for the Green Home is under the direction of the Wellsville Campus Dean's Office. The Meservey Hill Heights sign is part of the Wellsville Campus 5-year plan and has been designed by Mossien with plans to install this fall. The Campus Facilities Beautification subcommittee is working on campus signage for both campuses. Deb G. to contact Steve Tyrell, chair of subcommittee, indicating the Committee's continued interest in improving the signage on the Wellsville Campus.

TV with commercial loops: Another television set was purchased by the College for the Culinary Arts lobby to run the campus commercial loop video. The one purchased previously was placed in student dining hall. Deb will follow up with Craig on status of installation.

Building Trades Rep: Joe Richardson has agreed to serve on the PR committee.

Publicity: Jim inquired about news media promotion efforts and promoting a speakers' venue. Deb reported that SUNY has "SUNY Find a Scholar" link to locate speakers who have a particular expertise, and the college encourages faculty to send in their resume. This is not a goal of the committee but will be reported to the Board in the year-end report. He asked if the College targets Rochester and Buffalo news media. Deb Root reported that the College does promote in these areas and others, but it is a struggle due to demographics. Prominent individuals and politicians are invited to events as a media draw, i.e., Schumer and Gillibrand. Student articles are promoted through "Hometowner" a media program that targets students' names for press release in their hometown newspaper.

Goals: Goals were reviewed and updated
Goals 2011-2012:

1. Continue Public Relations calendar for events/activities for publicity and develop calendar spreadsheet.
2. Maintain bio sheets and photos of all new Educational Foundation Board members.
3. Obtain publicity photos and supporting documentation as needed including the maintenance of EDF roll-up, brochure, history, signage, and website throughout the year.
4. Provide continual publicity on the construction of the "Green Home" and pursue new media venues.
5. Publish and distribute Educational Foundation history.

Finance Meeting – September 8, 2011
Investment account: $965,758. This down about $98,050 since June due to market fluctuations. No withdrawals have been made.

Operating Revenues: Checking (Steuben Trust): $23,853.45 and Savings (Steuben Trust): $3,177.84. The line of credit has not been used. Interest rate for line of credit is 3.75%. Savings (ServU Credit Union): $19,985.85. As new President, Julie needs to meet with Jim McCormick

at Steuben Trust to sign line of credit renewal when it comes up for renewal. She will need to present him with a copy of July 28 minutes with election results.

All accounts in balance.
Status compared to expenditures one year ago. These are up a little due to BP land transfer legal expenses incurred, appraisal of Wellsville Campus, and Peer Tutoring funding.
No unusual account expenditures.
Stephen will have accounting reports that were previously sent to Jim emailed to Julie and Geralyn. Stephen reported audit completed as of July 31 and Jim Zelinski, of Bonadito & Co., LLP, will report on audit at October Board meeting.

Status of Monies Workforce Development Building: Craig continues to pursue outstanding pledges. There are sufficient funds at this time to keep students busy with work on the building. It is a working lab this fall. Students are installing walls, electric, and lights. He estimates that it will take approximately $600,000 to finish the building.

Appraisal of Wellsville Campus: Jim does not recall seeing appraisal. Craig reported that the primary purpose of the appraisal was for insurance. The appraisal came in at $23 million with a sale price appraisal of $12 million and the sale appraisal is good for 3-5 years. It is based on 2/3 of market value at that time. Item to be placed on October meeting agenda.

Goals for 2011-2012: Goals from 2010-11 will remain in place.
1. Continue to reconcile expenses of ongoing projects annually.
2. Support the completion of the Building Trades Workforce Training Facility.
3. Review any and all land acquisitions as to their financial benefit to the Educational Foundation.
4. Review needs/requests from all campus entities.
5. Pursue fair market lease or sale for the Wellsville Campus property.
6. Recommend a balanced budget on an annual basis.
7. Investigate the opportunity to fund student educational experiences.
8. Have an annual internal review of our Reserve Account.

Insurance for Property at 104 N. Main St., Wellsville: Stephen requested insurance quotes from our insurance carrier. The vacant building cannot be included under the blanket policy. Premium options include just liability coverage or property and liability with 3 deductible levels. Insurance discussion will be tabled until next meeting.

Sigma Tau Epsilon subcommittee: Subcommittee (Julie, Jim Locker, Deb, and Colleen Argentieri) met September 1 to discuss the Sigma Tau Epsilon Wellsville Chapter Scholarship (value $6,080 as of 3/31) and the Sigma Tau Epsilon Scholastic Scholarship (value $76,640 as of 3/31). The Foundation was not aware of the $76,640 scholarship money. Subcommittee is working to clear up the confusion related to these scholarships and make recommendations for these scholarships. At its April 14 meeting, the Finance committee made a recommendation to present to the Board that we do not bring the Wellsville Sigma Tau Epsilon scholarship up to the $10,000 endowed level, but to disburse annually remaining funds until depleted. However, Julie reported that Colleen (Development Fund Office) made a compelling request to bring it up to the endowed level. Mary has done some research related to these scholarships and provided

subcommittee with this information. Recommendation will be tabled. More research needs to be done. Ellen will review history and report back. Questions: How was the money established? Is the $76,640 Foundation money? Do we reconsider the Wellsville Sigma Tau Epsilon scholarship? Mary to notify Colleen that previous recommendation regarding Wellsville Sigma Tau Epsilon scholarship is on hold.

Board Meeting - September 8, 2011
Jim Locker made the motion that the Educational Foundation Board make Lawrence "Bud" McCarthy an Honorary Director of the Foundation. Seconded by Jim Raptis. All in favor. Carried.

Scholarship Meeting – September 19, 2011
IScholarship Report Review
Deb distributed the final Educational Foundation Scholarship Report for 2010-2011. There were 382 scholarships awarded to new and returning academic and athletic talent grant recipients during the academic year. Of the 333 spring admissions scholarship recipients, 11 received a 4.0, 223 received a 3.0-3.99, 54 received a 2.5-2.99, 35 received a 2.0-2.49, 7 received a 1.0-1.99 and 3 received less than a 1.0 GPA. The yield for $142,000 in awarded scholarships was 51%.

Jim Locker has joined the Scholarship Committee replacing Jeff Stevens.
2011-2012 Scholarship Report - The Foundation allocated $145,000 for scholarships broken down as follows: $40,000 for the Distinguished Scholars program, $70,000 for admissions scholarships, and $35,000 for athletic scholarships. At this time, $163,400.00 has been awarded. In addition to the $40,000 support for the Distinguished Scholars Excellence in Education scholarship, the total awards were divided as follows: $77,000 in admissions scholarships awarded to 81 students and $46,000 in athletic scholarships awarded to 19 students. Jerry had a different dollar figure and will check with his office. The breakdown by sport based on compliance with Title IX is: Women's Basketball: $15,710, Men's Basketball: $11,500, Football: $12,200 and Lacrosse: $8,200. The miscellaneous scholarship total awarded was $216,810.00 and this represents scholarships not given through Admissions or the Foundation, but from departments and Development Fund. The total scholarship funds awarded is $2,795,147.54. The scholarships do make a difference. In response to the Haiti earthquake, three Haitian students were awarded scholarships, but only two have continued with the scholarships. Deb attended the WNY Consortium and noted the following observations. Enrollment is down at community colleges, but many private colleges met their enrollment target. Transfer numbers are down at four-year institutions as students are staying at two-year colleges longer. Graduate program numbers are down significantly. This may be attributed to the lack of employment for teachers.
Jim Locker noted that Alfred State is now a four-year institution, and we are spreading less total scholarship money among the students over a longer period of time. We expect the same amount budgeted for two-year programs to sufficiently fund four years of education. Deb explained that the $374,669.54 (EDF Over award line item on Scholarship Budget) comes from the College's operating budget. Neil reported that Residential Life allocates $800,000 of its state operating budget for room scholarships. Alternative sources of income are needed for scholarships. The Development Fund raises funds for different areas targeting potential donors that are a fit for a particular scholarship. With the many four-year graduates now employed, they

become a new audience to appeal to for donations. The philosophy continues trying to spread to as many as possible so students can get largest scholarship that they are eligible for.
2012-2013 Budget – The scholarship budget request for 2012-13 is $148,000

Goals for 2011-2012 – The 2010-2011 goals will remain in place for the upcoming year:
1. Fully utilize the total scholarship allocation based upon historical data.
2. Respond to campus questions and concerns regarding scholarships at Alfred State College.
3. Review and determine the annual distribution of the scholarship allocation.
4. Pursue an increase in the allocation for Educational Foundation scholarships.
5. Analyze conversion of scholarship offers to enrolled students.

Property Meeting – September 28, 2011
House #51 (Green Home) – The house is up and functioning. Air conditioning and heat are working. They are fine tuning the solar hot water system. Driveway pavers are in and masons are working on curbs and the transition area to the parking lot. Wood floor is in main section of house and waiting for the carpet to be installed. The siding will be painted once input received from Design students. Charlie suggested that decorative shutters be added. Kitchen countertops installed by Granite Mountain and were donated by Caesar Stone. Corian countertops installed in bathroom. United Way and Wellsville Area Chamber of Commerce hosted a successful Business after Hours. Electrical entrance hooked up and electric is run from utility pool. Photovoltaic are in and working on installing monitors. George asked on behalf of the PR committee if a “Grand Opening/Ribbon Cutting” date has been set. Joe was unsure but expects work to be done by end of October.

House #52 – Work is being done on rear deck. Exterior siding and trim is done. Bricks for front of house have been delivered. Seniors are hanging doors and trimming the windows. Temporary lights and electric is in. Expected completion is May 2012.

House #53 – Foundation for house is in and floor joists for first floor framing almost completed. National Grid has started the electric line extensions which will allow for temporary electric to be installed. This was delayed due to the emergency flooding conditions in Central and Eastern New York State. It is hoped that house will be enclosed by end of the semester.

Cornerstone on Houses - George asked if cornerstones have been installed at houses built on Meservey Hill. This was a recommendation from Public Relations Committee to the Board and approved. Joe to follow up.

Wellsville Campus Projects
Parking lot repaved in front of Green Home and painting of remaining buildings so all buildings are the same color red. Timber Pavilion frame was put in spring and roof, gutters and downspouts installed this fall. Masonry columns will be faced with brick or stone and pavers will be installed. An alternate roof system for Freshman Auto and Building Trades is being looked into as the current cement roofs start leaking about every 3 years.

Workforce Development Building: Open bay area is being used as a staging area for Building Trades and Electrical students. Electrical students are working on BP solar telemetry project for

solar powered monitors for ponds used for controlling the water remediation. Building Trades students are setting up scaffolding for practice. Plan to install lighting in the open bay area. Some additional water piping has to go in on the wall opposite the boiler room.

Mossien Sign at Meservey Hill – George asked about the status of the installation of this sign. A survey needs to be done to determine where to relocate utilities and sign.

Goals for 2011-12 – Goals will be finalized at next meeting, but input was requested. Val made the suggestion that we include the plans and timeline for the property at 104 N. Main St., Wellsville.

Walking Trails – Bill Dibble who owns the Griffin building asked Vicki to approach the committee about donating a piece of landlocked land at the river's edge to the walking trails project. Committee requested that request go to Dean Craig Clark for further review.

104 N. Main St. Property - For auditors Stephen Schnorr needs to know who did appraisal for this property.

BP Land Donation – For auditors, Stephen Schnorr needs to know who did the appraisal for this property and what the "book" appraisal for this donation was.

Board Meeting – November 10, 2011
The Property Committee recommends to the Board that the sale price for House #52 be set at $225,000. Being no further discussion, recommendation to set sale price at $225,000 seconded by Jim Locker; all in favor. Carried.

Finance Meeting – October 11, 2011
Investment account: $935,279.25 - This is down due to market fluctuations but has recovered from where it was two weeks ago.

Operating Revenues: Checking (Steuben Trust): $24,758.22 and Savings (Steuben Trust): $3,177.89 and at ServU Credit Union: $19,985.85. Cash is $51,066.37. No withdrawals have been made.

Line of Credit was tapped for $120,000 to meet expense obligations for Wellsville Campus. Interest rate for line of credit is 3.75% and our interest is only $177.00. The lease payment has not been received, and it has been held up due to issues outside of SUNY. This has affected other agencies and auxiliary services statewide. To meet Wellsville financial obligations, we will continue to draw from line of credit until lease payment is received. Julie asked about the scholarship payment. Val explained that this has not been paid; but scholarship payment delay does not cause any undue hardship.

Status compared to expenditures one year ago. Insurance was payment was $130.42 last year at this time and $1,586.00 this year. The payment was made this year for the annual premium rather than at the monthly fee of $130.42. It will all budget out and not impact the budget any differently.

Property at 104 N. Main St.: Quote for insurance premium was received, but everything is on hold until we obtain the property.

Sigma Tau Epsilon subcommittee: Subcommittee continues working to clear up the confusion related to these scholarships and develop recommendations for these scholarships. Mary has researched Ed Foundation Board minutes and summarized information for subcommittee. Subcommittee will meet November 10.

Two corrections made to Operations Calendar. "Annual Reserve Review" for October, Finance Committee was changed to "Audit Presentation by Bonadio" and moved to October, Board responsibility. The 'Reserve Review" for January, Finance Committee was changed to "Investment Account Performance Presentation by Sage Rutty." Julie made the recommendation to accept these changes; seconded by Val. All in favor. Carried.

By-Laws Meeting – October 11, 2011
Goals for 2011-2012: David recommended that goals from 2010-2011 remain in place for 2011-2012. Seconded by Beth. All in favor.

Membership Matrix: Committee reviewed and updated Membership Matrix. Daniel Guiney was removed form list. Stephen Schnorr added to list. Beth's status will be changed from "legal" to "government." Geralyn requested that we add a "term expiration" column. Names are to appear last name, first name. Matrix is: 4 Faculty, 3 Alumni, 7 Friends of College, 1 President/President Designee, 3 Ex-Officio.
College Archives: Mary has copied all Board minutes from 2000-2001 to 2010-2011 for College Archives.

Finance Meeting – December 8, 2011
Investment account: $967,493.

Operating Revenues: Checking (Steuben Trust): $3,036.96 and Savings (Steuben Trust): $3,177.99 and at ServU Credit Union: $19,980.54. Cash is $51,066.31. Line of Credit was tapped previously for $120,000 to meet expense obligations for Wellsville Campus and paid off on November 2. The line of credit must be paid off for 30 consecutive days before we can access it again. Interest rate for line of credit is 3.75%. The first half of the lease payment has been received; however, it will not cover expenses. The college did receive an increase in lease because of increase in Wellsville Campus square footage. To meet Wellsville financial obligations, we will need to draw from line of credit. However, the Finance Committee had approved taking money from cash reserves to meet current cash flow needs before we tap the line of credit. This was part of the 2011-12 budget discussion. Funds will be taken from Money Market, ServU and Steuben Trust savings leaving a minimal balance in the savings accounts before we access the line of credit. Transactions update: $3,100.00 transferred from Steuben Trust savings leaving a balance of $77.99, $19,985.70 transferred from ServU leaving a balance of $5.16 and a check for $51,000 from Sage Rutty Money Market will be received this week leaving a balance of $66.31. Funds will be deposited in checking account to fund expenses.

All accounts in balance. Work Grant expenditures are at 60%of the total allocation at the end of November. This is not unusual. Val will follow up with Chris Vernon on status of reports to the Foundation.

Sigma Tau Epsilon subcommittee: This issue has been resolved. The Wellsville Sigma Tau Scholarship principle will be brought up to $10,000 as approved by the Board using funds from the Unrestricted Endowment Account held by Institutional Advancement. The Ed Foundation Scholastic Scholarship does not and should not exist and is to be discontinued. The balance of $76,640.07 (less the transfer of funds to Wellsville Sigma Tau Scholarship) in the Foundation's Unrestricted Endowment Account will be managed by Institutional Advancement but expenditures will be at the discretion of the Ed Foundation. Any interest generated will be reinvested into the account. The subcommittee requested that the Board receives reports in the future. A memo was sent to Colleen Argentieri on November 17, 2011. She has been requested to draw up a Memorandum of Understanding for the Wellsville Sigma Tau scholarship and the Foundation's Unrestricted Endowment Account.

A memo was received from Deb Goodrich noting that $605 for a Talent Grant recipient was not included in the scholarship payment request billed to the Foundation and she is requesting this amount be added to the bill submitted. This has been done.

Jim Locker reported that he gave Bud McCarthy the certificate and memo from the Board and that he was very appreciative of both. Also gave him a copy of the Educational Foundation history.

Finance Meeting – January 10, 2012
Investment Account Performance Review Presentation
Sage Rutty – Patrick Honadle and Jon Lawrence
American Funds – Steve Quadrello
Steve gave an overview of American Funds and their investment strategies. American Funds has a superior long-term track record, a consistent approach, proven system and takes a value-oriented approach with the goal to help long-term investors succeed. The past year was a bad year for the stock market, but there is a sense that the economy is turning around. The Foundation's portfolio is diversified. The current portfolio is more heavily invested in international funds than U.S. stocks. The ten-year average for return was 8.35% and the 15-year average was 9.80%. Since 2004, it has grown by $406,850 to a market value of $903,138 as of December 31, 2011. The committee is not recommending any changes at this time.

Investment account: $843,790.98

Operating Revenues: Second lease installment payment of $320,571.40 was received and deposited in checking account on January 4. Checking account balance: $340,964.31 as of January 9, 2012.

IRS Form 990 needs to reviewed and signed by Julie. Rose to send drafts to Julie.

David and Rose reviewed audit proposals by three companies and have chosen Bonadio to continue as our auditors. Jim Locker made the motion that we recommend to the Board to

approve the line of credit at $500,000 with Steuben Trust for one year. Seconded by Charlie. All in favor. Carried.

Status of Monies Workforce Development Building: Craig is following up with labor unions and small contributors.

Bill Payment Process – Geralyn and Julie requested an overview of the bill paying process for the Educational Foundation. They are new to their offices and wanted a general understanding of the process. Capital budget for Wellsville Campus is developed with input from Wellsville Campus Facilities team, submitted to Dean and then submitted to Finance Committee for the budget. All approved house expenditures are submitted by departments to Wellsville bookkeeper who processes and forwards to ACES for payment. Wellsville Campus Capital project purchases are done the same way. Any emergency house and/or campus maintenance expenditures not within the budget would be brought to the Finance Committee. Other payments such as Operation Manager purchases/expenditures (e.g., office supplies, salary) are completed on Expense Transmittal forms and submitted to the Foundation President for approval and then forwarded to ACES for payment.

Property Meeting – January 30, 2012
House #51 (Green Home) – There is still some work to be done on inside – molding to install, wall tile to grout, range hood hook up, some plumbing fixtures to install and to determine color to paint the outside. The house met the Energy Star certification requirements and the National Green Building standard. The certification process was completed, and we achieved Gold Star level from the National Association of Homebuilders. The house is now a Zero Energy Demonstration Home. The energy star rating on a scale of 0-100 was a “10” with the best rating a “0” and 100 being the worst. It was the lowest level the Energy Star technician had ever done. The home has a high-end monitoring and automation system that monitors water usage, indoor environmental quality, renewable energy systems for heating and cooling – geothermal, photovoltaic, solar thermal and wind turbines- homeowner monitoring and other monitoring and automation systems. The committee was able to observe these monitoring systems with explanations from Jeff and Craig. The home will be used as an open laboratory for Alfred State students and the public. Siemens is going to do a video clip and additional publicity in five publications. The first use of automation software will be highlighted at a couple of conferences.

House #52 –The fireplace is about half done and the brick has been started on the outside of the house. Carpenters will be working on floors, tiles and cabinets. Permanent heating system is moving along. The house is 2210- square-feet sitting on 4.431 acres. The house was advertised for bid on January 8 in Wellsville Sunday Spectator and January 6 in the Wellsville Daily Reporter and Campus Announce. Craig has two calls from interested parties to pursue.

House #53 – Roof is on, walls enclosed, windows and entry door in. The electricians and plumbers are working on the rough mechanical systems and insulation and drywall will be started in about 3 weeks.

Wellsville Campus Projects
The Workforce Development Building is taking priority and other campus projects will get underway early spring and throughout summer. Light fixture upgrades in Butler-Larkin building,

Freshmen Auto and Maintenance building have resulted in a significant energy savings. Compared to January 2011, one building showed a savings of $500 for the month. The lighting went from high bay fixtures to T5 fluorescent fixtures. The Butler-Larkin building has new exterior LED lights. Rebates will be received from NYSERDA. The upgrades were paid for by the college, not the Foundation as the college will benefit from the savings.

Workforce Development Building: The masonry students are installing walls for the office and classroom areas and the electrical students are installing lighting in the open bay area. The electrical service is installed and awaiting final change over connection by the utility company. They have scheduled this to be done when students are on spring break as it will affect the power for the Building Trades areas. Open bay area is being used as a staging area for Building Trades and Electrical students. Electrical students are also utilizing the building as they work on BP solar telemetry project for solar powered monitors for the ponds used for controlling the water remediation and the rebuild of the wind turbine from the farm to be installed at the Alfred Campus this spring. Building Trades students are setting up scaffolding for practice. Some additional water piping has to go in on the wall opposite the boiler room.

Culinary Arts Addition: Craig reported that a lead gift looks promising so we may be able to move forward soon with the addition.

104 N. Main St. Property – Process in final stages. We are waiting for the title search.

Cornerstone on Houses Built – Green Home has cornerstone and Stephen Richards is making one for next house.

Goals for 2011-12 – Goals were developed. Goal number 5 has been completed and will be eliminated. Craig will provide members with copies of maps. Any goal related to the 104 N. Main property will be postponed until the property is actually purchased. Other goals will remain the same. George made the motion to accept goals; seconded by Charlie. All in favor. Carried.

Walking Trails Fence for Pumps – BP replaced the old metal fence along the river walk bordering our lands so that they would have access to their pumps. They have asked that we sign paperwork agreeing to slightly move the fence location to allow better access to the five pumps. This is also to improve safety for walkers on the WAG trail. This new and improved fence is a benefit to the Foundation and the College. This was to prevent public access to the pumps. This was at no cost to the Foundation. BP will also make a $25,000 donation for scholarships for electrician students.
Motion: Craig made the recommendation to present to the Board that it is acceptable for Atlantic Richfield to move the fence line slightly along the river walk bordering our lands and for Atlantic Richfield to replace the old metal fence at no cost to the Foundation. Atlantic Richfield then can access their pumps and protect these pumps from public access. Further we agree to accept a gift of $25,000 for scholarship funding for electrician students.
Seconded by Charlie. All in favor carried. Motion to be presented at February 2 Board meeting.

President's House and Entertainment Center – This is a 7,000 square-foot facility that will be built in three sections – President's residence is one wing, and the other wing is for entertainment purposes that will include an open seating area, prep kitchen and serving area.

The middle space in an entrance space with living space upstairs. The plans are being finalized and the building of this facility meets the learning environment needs of Alfred State College students. Building the facility in three sections makes the project perfect for student projects. This will mean that Alfred State College students will not be building homes on Educational Foundation property for three years. This project is a three-year planned project with students rotated as needed at the job sites including the Workforce Development facility and community projects. Faculty has recently agreed that Heavy Equipment students will start footings this spring and full construction will start in fall. Facility will be built on land above Motorsports building and down from the farm. It will be built to Green Home standards with geothermal, photovoltaic, and other renewable energy sources and green materials. The project is funded by the State, not the Foundation.

Goals for 2011-2012:

1. Offer assistance and support in completing the Building Trades Workforce Training Facility.
2. Turn conceptual design of Culinary Arts facility into a final plan.
3. Review, update and continue implementation of Mossien Master Plan (finalization of Phase 1) for the Wellsville Campus.
4. To review the Alfred State College Master Plan to ensure that it incorporates the Wellsville Campus Mossien Master Plan.
5. Continue to investigate the feasibility of developing Meservey Hill South.
6. Continue to look at acquiring property for future development and review and make recommendations regarding use and/or disposition of Foundation property as requested by the Board.

Property Meeting – January 30, 2012
Craig made the motion to present to the Board that it is acceptable for Atlantic Richfield to move the fence line slightly along the river walk bordering our lands and for Atlantic Richfield to replace the old metal fence at no cost to the Foundation. Atlantic Richfield then can access their pumps and protect these pumps from public access. Further we agree to accept a gift of $25,000 for scholarship funding for electrician students. Seconded by Charlie. All in favor. Carried.

Board Meeting – February 2, 2012
Jeff Stevens presented the following recommendation. The Property Committee at its January 30, 2012 meeting made the recommendation to present to the Board that it is acceptable for Atlantic Richfield to move the fence line slightly along the river walk bordering our lands and for Atlantic Richfield to replace the old metal fence at no cost to the Foundation. Atlantic Richfield then can access their pumps and protect these pumps from public access. Further we agree to accept a gift of $25,000 for scholarship funding for electrician students. Jim Locker seconded the recommendation; all in favor. Carried.

By-Laws Meeting – February 6, 2012
Conflict of Interest Policy: Val notified the committee that the state had modified the conflict-of-interest policy for affiliated boards. She forwarded the draft template and asked the committee to make sure the Foundation's policy meets these guidelines. After review, the committee agreed that the Foundation's policy includes the modifications made by the state. Both policies

were emailed to committee members for their input. The only recommendation was if the state modifications were not in the policy they should be included. The Foundation's policy is very detailed.

Board Appointments & Elected Positions: The terms for the following Board members expire June 30, 2012: Geralyn Gough, David Haggstrom, Julie Hart, and Jim Locker. Directors are appointed to a three-year term beginning July 1. David's position is an elected position. David will follow up with Faculty Senate Chair to find out the date for nominations and elections. Update from David: Faculty Senate campus-wide call for nominations for Ed Foundation positions run from February through early April with all elections run in early April. Letters will be sent in May to appointed Board members whose terms are due to expire asking if they want to continue on the Board. For elected positions set to expire, they will be reminded through an email of the need to seek nomination if they wish to continue on the Board.

Review of By-Laws: Annual review of By-Laws is on Operations Calendar for March. Committee agreed that since an extensive review of the By-Laws and Operations Manual was done last year, that we do not need to review them this year. They are all up to date.

Scholarship Meeting – February 23, 2012
2011-2012 Summary Scholarship Report: Deb presented the 2011-2012 Educational Foundation Scholarship Report. For 2011-12, 389 scholarships were awarded to new and returning academic and athletic talent grant recipients. Of the 368 fall admission recipients, 20 received a 4.0, 229 received a 3.0-3.99, 60 received a 2.5-2.9, 33 received a 2.0-2.49, 22 received a 1.0-1.99, and 4 received less than a 1.0 GPA. Of the total admissions scholarships awarded, 91 were ineligible to continue receiving their scholarship for academic reasons. This represents a very slight increase compared to last year. (In fall of 2010, 87 out of 358 scholarship recipients were ineligible to continue to receive their awards.)

Admissions offered $127,000 to academically talented students and expended $68,000 resulting in a yield rate of 54 percent. The total Ed Foundation allocation of $145,000 was divided as follows: Distinguished Scholarship Program --$40,000, Admissions--$70,000, and Athletics--$35,000. The expenditure for 2011-2012 was $152,860. The additional $7,860 in expenditures over the allocation will be covered by the college. Actual expenditures were broken down as follows: Distinguished Scholarship Program -- $40,000, Admissions--$68,000, and Athletics--$44,860. Total funds awarded were $2,469,270.82.

Athletics (D. Arroyo): The total Athletic Talent Awards amount was $44,860. Daryl reported that the talent grant recipients did well academically this year; therefore, the yield was higher than predicted. The College has been accepted into the exploratory year for NCAA. Freshmen entering next year will only get a total of three years of talent grant funding. By 2015, no more scholarships will be allowed.

Review of Budget Request for 2012-13: The following is the motion from last year's February 22, 2011 meeting. Neil made the motion that the committee request $148,000 in scholarship funding from the Ed Foundation for 2012-13; seconded by David. All in favor. Carried. Val will review EDF budget to be certain that it was approved. Admissions needs to know early in order

to award scholarships. This amount approved by Finance Committee for 2011-12 and a put in EDF budget was $145,000.

Budget Request for 2013-14: George made the motion that the committee request $148,000 for scholarships for the 2013-14 academic year. Seconded by Jane Jamison. All in favor. Carried. Memo will be prepared and submitted to Finance Committee. Jim suggested Deb attend a Finance Committee meeting to explain the scholarship awarding process and why the budget request is always a year in advance.
Yield Report for 2007-2011: Ellen prepared the Yield Report for scholarships for 2007-2011.

This report assists the Committee in determining: are we spending our money wisely, are we keeping good students here, and what is the scholarship dollar amount that makes a difference in a student's decision to enroll at Alfred State?

Property Meeting – March 5, 2012
House #51 (Green Home) – Students are installing baseboard molding, grouting the tile and working on other finishing touches. Outside color has not been selected. Because we have built to NYSERDA standards, we are eligible for an additional rebate. Siemens has done a promotional video highlighting the monitoring system which will be available to us.

House #52 –Rumford fireplace with glass door is complete and masons are close to finishing front brick. Most of the tile is installed in the kitchen. Students will soon start inside painting. Heating and electric nearly complete. Vicki asked about the Rumford fireplace and asked for an explanation as to why this is the type of fireplace is built in the homes. It is installed for heat efficiency. It was suggested that we offer training to the buyer and information in a homeowner manual because buyers may not understand how it operates. Joe to get information to Vicki.

House #53 – Electrical and plumbing inspected. Carpenters are putting up sheet rocking and insulation. Some of the rough piping is in for the radiant heat. Vicki has about radon equipment. Radon mitigation is tied in. The question was asked about building a more compact utility room in the basement areas to allow for a larger finished area. In house #49, the electric and heating units were on opposite ends of the floor plan and took up majority of wall space in basement. Jeff explained that a certain distance is required between window and gas line. The lot that this particular house is built on made for some challenges for installation and hooking up transformers. A good point of discussion to look at for future layouts and builds.

Wellsville Campus Projects
Workforce Development Building: Lighting and walls are being installed. Plans are underway for paving of SAC parking lot this summer.

Workforce Development Building: Heat pumps order for geothermal system for the Workforce Development Building. Lighting installed and power will be engaged next week. Lighting is bright and efficient. Good progress is being made.

Culinary Arts Addition: Craig reported that a monetary gift was received.

104 N. Main St. Property – EDF now owns the property, and it is insured.

Cornerstone on Houses Built – Green Home has cornerstone and Stephen Richards is making one for next house.

President's House – Plan to excavate in spring and get the driveway cut so equipment can be moved in and out.

Budget 2012-13 – Craig presented the Wellsville Campus budget for:
George made the motion that we accept the budget and present to the Board for approval. Seconded by Val. All in favor. Carried.

Finance Meeting – April 12, 2012
Jim made the motion to cease dividend reinvestment to generate cash flow in a money market account. This will be reviewed in 6 months to see if Foundation will continue with this strategy.

Status of Monies Workforce Development Building: Craig is following up with labor union on a $25,000 pledge.

104 N. Main St: We have closed on this property and now own. Julie signed Form 8234 for acknowledgement of donation for donors.

Atlantic Richfield Donation: Rose reported we still need Form 8234 from them for their donation of land. Craig to follow up.

2012-2013 Budget – Budget requests have been received from Hog Wild Days, Property Committee (Wellsville Campus capital projects, maintenance, and special for Building Trades), NYS SkillsUSA Postsecondary, Peer Tutoring, Public Relations Committee (advertising and promotion), Scholarship Committee, Taste of Wellsville and Work Grant Funding. David distributed preliminary budget and discussed line items. It was noted we received the $4,000 from the Sickler Estate and a $60,000 increase in the Wellsville Campus lease payment due to increased square footage. There will be no increase in lease payment next year. The Butler Larkin mortgage will be paid off next year. The Scholarship budget request of $148,000 was not approved last year. This request is $3,000 over the 2011-12 allocation. Scholarship funding is requested and included in the 2012-13 budget year for scholarships awarded for the 2013-14 academic school year. Scholarship awards are made during the recruitment cycle, one year prior to the students' actual enrollment at the college. Committee will review the proposed preliminary budget and be ready to discuss at May 24 meeting.

Jim made the motion that the committee approves $148,000 for scholarships for 2012-13 recruiting. Seconded by Ellen Ehrig. This will be presented to the Board at its annual meeting when budget is approved. (Note: Scholarship awards are made during the recruitment cycle, one year prior to the students' actual enrollment at the college. This request was not approved last year but was in budget.

Property Meeting April 30, 2012
House #51 (Green Home) – Home is just about complete. Craig expects his office will be moved in over summer.

House #52 – The trailers have been demolished and removed. Chimney is almost complete, and students are finishing up stucco. It is a busy week. Open House planned for May 12. House is still for sale.

House #53 – Drywall was just put up and deck is framed in. Heavy Equipment students are working to get the rough grade work done.

There are 5 lots remaining on Meservey Hill Heights. No homes will be built during the next three years while the students build the College Home in Alfred.

Wellsville Campus Projects
Workforce Development Building: The walls are finished on the first floor and steel will be set over the summer for the second floor. Sixteen decentralized geothermal heat pumps have arrived.

Campus Projects: The parking lot in front of Student Activities building will be milled and paved. This semester more maintenance than capital projects has been undertaken.
.
Culinary Arts Addition: Craig reported that a monetary gift was received but need to raise $200,000 to get this project started.

104 N. Main St. Property – The Foundation now owns the property and it is insured. The tax-exempt paperwork is in process. The Foundation has a year to decide on our options for this building. Craig will work with the President's Office to evaluate options for the building's use and present back to us.

Cornerstone on Houses Built – Green Home has cornerstone and Stephen Richards is making one for the next house. Joe believes it has the college name and year on it.

College Home – This is not a Foundation project, but committee will be provided periodic updates on its progress. The land for the house has been surveyed and project will be started in the fall.

Meservey Hill South – Jeff recommends we tour this land at our next meeting.

Property Committee Annual Report
The Property committee has served well this past year and maintained forward momentum to advise and support numerous projects on the Wellsville Campus, the Meservey sub-division, and the other Foundation properties.

Campus Projects: The parking lot in front of Student Activities building was milled and repaved. Light fixture upgrades took place in Butler-Larkin building, Freshmen Auto and the Maintenance building. Additionally, the roof on the plumbing and heating addition was replaced. The Workforce Development Center was the main focus of campus projects and efforts including block walls for the first story installed for the office and classroom areas. Lighting systems for the structure are being installed in the open bay area. The electrical service was installed and is

operational to the structure. Steel is next to be set for second floor classrooms and 16 geothermal pump systems for the fall.

Meservey Hill Subdivision: House #51 – Net Zero Green Home is complete. Monitoring system was installed and the home has served for numerous trainings and tours as well as receiving national attention. House #52: is complete, is within budget and held an open house to market its sale. House #53: The framing and roof complete. All mechanical systems are installed and inspected. Insulation and drywall are installed. The site work, finish, and trim work to commence in the fall 2012.

There will be no groundbreaking for house 54. There will be a three-year respite while the construction of the College's demonstrative home commences. This 7,000 square-foot facility will be built in three sections and will allow the students to be rotated as needed at the job sites including the Workforce Development facility and community projects. The committee will utilize this time to continue to develop strong direction and focus on the current and future sub division building lots.

New Property: The Foundation has accepted and now owns 104 N. Main St. in downtown Wellsville. The tax-exempt paperwork is in process. The Foundation has set a year to decide on our options for this building and is working with the Director of the Wellsville Campus and the Presidents' office to develop use opportunities to bring before the board.

By-Laws Meeting – May 21, 2012
Board Directors: The Board consists of 18 (15 voting) members. Four (4) members from current teaching faculty and professionals chosen through campus-wide elections, administered by the recognized college governance board, for alternating three-year terms. One teaching faculty member from the Alfred Campus, one teaching faculty member from the Wellsville Campus, one professional and one
at large current teaching faculty or professional. Three (3) alumni members elected for alternating three-year terms who are appointed by the Alumni Advisory Council. Seven (7) Friends of the College Directors to be elected by a two-third vote of existing Directors at this time of election for three-year terms. The President of the College or his designee along with 3 ex officio from the college makes up the remainder of the Board. The Foundation has a membership matrix it follows with categories: faculty, real estate, financial/accounting, government, education, construction, manufacturing/retail/other, and legal.

Jim Locker has tendered his resignation effective June 30, 2012. His membership category is alumni and matrix category is finance/accounting. Jim has made many contributions to the committee and Board and his experience will be missed. Mary will send a request to Colleen Argentieri to have the Alumni Advisory Association recommend an alumnus with a finance/accounting background to serve on the Board subject to the approval of the Board.

Term Limits for Directors: Jim Locker made the motion that Directors of the Board serve no more than three consecutive 3-year terms with the privilege to rotate off and back on the Board for a three-year term after a one-year absence. Seconded by Val Nixon. All in favor. Carried.

Jim Locker made the motion that Directors of the Board must attend 50% or more of all regularly scheduled Board meetings (i.e., for the 2011-2012 year there were 7 Board meetings, thus a director would be required to attend 4 out of 7 of those meetings). In order to serve another three-year term a director would have to meet attendance requirements for each of the three years of his/her term. Seconded by Val Nixon. All in favor. Carried.

By-Laws Annual Report
Committee goals for 2010-11 remain in place for 2011-12.

Reviewed membership matrix. Daniel Guiney removed from list, Stephen Schnorr added. Beth Farwell status changed from "legal to government". Added term expiration column.

Noted deposit in college archives of Foundation board minutes from 2000-2001 to 2010-2011.

Reviewed modifications to state conflict of interest policy, determined that Foundation's policy meets state criteria.

Noted terms will expire June 30,2012 for these directors: Geralyn Gough, David Haggstrom, Julie Hart, Jim Locker. Gough, Hart, Locker serve by appointment. Faculty Senate will call for nominations for Foundation representative (Haggstrom position), for election in April.

Agreed that review of By-Laws and Operations Manual is not necessary because of extensive review conducted in 2010-11.

Received resignation of Jim Locker effective June 30, 2012, at the end of his term. Will ask Alumni Advisory Association to recommend as his replacement someone with finance/accounting background.

Adopted two motions at May 21, 2012, meeting regarding term limits for directors. First, that directors serve no more than three consecutive terms, with privilege to rotate off and back on Board after one-year absence. Second, that directors must attend minimum of 50% of regularly scheduled Board meetings during Foundation fiscal year. Both motions were presented for discussion at May 24 Board meeting.

Finance Meeting – May 24, 2012
Operating Revenues: Investment account: $939,659.99. The line of credit will be used soon as bills are pending in the amount of $20,000. By not reinvesting dividends we can expect about $16,000 added to our cash flow. Concerns expressed about finances: (1) house not yet sold (2) no houses to be built during the next 3 years due to construction of college home.

Operating Budget: All accounts in balance. Charlie requested David to provide a report to the committee similar to the one Tom used to provide. Mary to locate copy and send to David as an example.

Budget 2012-2013: Budget discussion ensued. Line item 81 Misc Income reflects monies used to balance the budget and 81 Other Income reflects Sicker Estate and Deferred BP payment. David reported that we had filed for tax exempt status for 104 N Main and are waiting for

response. Next tax payment date is June. Mary to call the Wellsville Tax Assessor about status. Discussed Peer Tutoring request. Julie will send a letter to Laura Giglio requesting more information on justification for need to meet any shortfall. The square footage added to Wellsville Campus lease added about $60,000 to lease payment. Scholarship request for 2013-14 discussed. Committee asked David to develop a spreadsheet for last 5 years of actual budget expenditures. Craig's input and a spreadsheet from David is needed before we finalize the budget.

Program Support Request from Automotive Trades: Kent Johnson, Chair of the department submitted a request for support for the Bonneville Speed Week Initiative planned for August 11-17, 2012 at Bonneville Salt Flats, Wendover, Utah. Questions were raised about how much would support would actually go to students. Mary to request further information from Kent.

PR Committee Annual Report
Press releases were sent out for each Educational Foundation scholarship recipient.

Additional press releases were sent out for Educational Foundation events and donations:
- New Board and Officers
- Work Grant
- Open House for House #52

Copies of the history of the Ed Foundation were distributed as follows: 1 copy each to the Alfred and Wellsville Campus libraries, Wellsville Dean's office, Operations Manager, Mary Anne Cole, area historical societies, and the College President's Office.

Bio sheets and photos are maintained for all Ed Foundation Board members.

A flat screen was installed in the lobby of the Culinary Arts Building in order to continually loop available videos for viewing.

Signage for a variety of projects on the Wellsville Campus was continually discussed and recommendations made to the College when appropriate.

Photos were taken at specific stages during the construction of the new homes being built by students. A slideshow with the photos and captions will be added to the Educational Foundation website. A link will also be available from the academic program pages on the College website.

New photos were taken of the previously constructed homes after receiving permission from the homeowners.

Joe Richardson was added to the committee representing the Building Trades department.

Cornerstones indicating the date and "Educational Foundation, Alfred State College" are being installed on the homes under construction.

Scholarship Committee Annual Report

The Ed Foundation scholarship allocation for 2011-2012 was $145,000. The initial breakdown for scholarships allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	70,000	Admissions
o	35,000	Athletics
	$ 145,000	TOTAL ALLOCATED

The final distribution of 2011-2012 scholarships was as follows:

o	$ 40,000	Distinguished Scholars
o	68,000	Admissions
o	44,860	Athletics
	$152,860	TOTAL EXPENDED

The overage was a result of a higher than anticipated yield of athletic scholarship recipients. The college covered the $7,860 additional expenditure.

Ed Foundation scholarships were awarded to 389 new and returning students during the academic year.

Retention scholarships were not funded due to the lack of funds.

A request for $148,000 scholarship allocation for the 2013-2014 budget year was submitted to the Finance Committee.

Scholarship Meeting – June 5, 2012
2011-2012 Final Scholarship Report: Deb presented the 2011-2012 Educational Foundation Final Scholarship Report. For 2011-12, 389 scholarships were awarded to new and returning academic and athletic talent grant recipients. Of the 338 spring admission recipients, 18 received a 4.0, 224 received a 3.0-3.99, 49 received a 2.5-2.9, 34 received a 2.0-2.49, 12 received a 1.0-1.99, and 1 received less than a 1.0 GPA.

The total Ed Foundation allocation for 2012-2013 was $145,000 and was divided as follows: Distinguished Scholarship Program --$40,000, Admissions--$70,000, and Athletics--$35,000. Admissions offered $119,000 in scholarships, with a current acceptance of $80,500 (for a 68% yield). There is potential for about 5 more scholarships. Athletic scholarship offers have not yet been made. Total funds awarded college-wide were $2,713,799.78. A number of years ago the Academic Distinction Scholarship award was doubled. A determination was made that this did not result in a better yield, so the increase was discontinued. The students who were awarded the increased amount have now graduated and the program is at an end.

Athletics (D. Arroyo): Daryl reported that the by fall 2014 we will no longer offer athletic talent grants due to the college's change to Division III NCAA status. Division III does not allow awarding scholarships to recruit athletes. Starting in fall 2015 there will be no student-athletes on athletic scholarships at Alfred State. For the 2012-13 academic year, they hope to spend the full $35,000 in athletic scholarships. Due to graduation and attrition, the amount of athletic scholarships should reduce greatly in fall 2013 and again in fall 2014.

Deb reported that there is a proposal before the SUNY Board that the five Colleges of Technology be given the opportunity to offer lower associate level tuition for 2013-14 for out-of-state students. This will not be standardized among the five colleges. This is the last year for the Haitian scholarship. The college is working to expand international student enrollment.

Review of Budget Request for 2013-14: The committee requested $148,000 from the Educational Foundation for the budget year 2013-14. The Finance Committee is still discussing the budget at this time and final budget approval will be done at the Foundation's annual meeting in July.

The Admissions department starts review of 2013-14 applications in November. The college is up 35 paid deposits and enrollment is expected to be pretty close to last year's.

Finance Meeting – June 11, 2012
Budget 2012-2013: Rose prepared a five-year operations fund budget handout spanning 2007-08 through 2012-13 for today's meeting. This was very helpful and well done. The committee had gone over the budget line by line item at the May 24th meeting. For today's meeting, committee reviewed only those items that needed further discussion.

Peer Tutoring: A letter was sent to Peer Tutoring asking if they experienced a shortfall during the last academic year that was unfunded by other sources. The committee is trying to determine a need for their $5,000 budget allocation request. No response has been received to date. Mary will follow up.

SkillsUSA & Taste of Wellsville: Julie inquired as to why the SkillsUSA budget has doubled over the last two years. Craig responded that the cost of airfare has increased. Taste of Wellsville did not use all requested funds so this could be decreased if needed.

Scholarship: The Scholarship request for 2013-14 is $148,000. Jim reported on behalf of the Scholarship committee. The college athletic program has moved to Division III status and beginning in 2015 they will no longer offer scholarships. This is a Division III rule. Therefore, in the future this will free up $35,000 of scholarship monies. At that point, the committee will revisit the scholarship allocation. Val reported that the college provided $2 million to scholarships and scholarship funding to reduce the college's burden is a number one priority of the President. Motion: Ellen made the motion that we continue to support Scholarship funding at $148,000 for 2013-14. Seconded by Jim. All in favor. Carried.

Workforce Development Building: The request for 2012-13 is $160,000. Craig reported that they are ordering steel for the second floor. A sprinkler system estimated at $100,000 will need to be installed and an elevator at a cost of $100,000. He estimates it will take $400,000-$500,000 to complete the building and it will take another 2-3 years. The committee agreed that the Foundation has made a commitment to commit resources for the completion of this building.

Wellsville Campus: The Wellsville campus has some roofs that need repair at a significant cost, plus general maintenance and work on the campus. The lease payment is the only source of income for the campus. The house has not sold but Craig will follow up with two people who

have expressed interest in the house. Due to the construction of the College Home, there will be no money coming in from a sale of a house after next year and for two years after that.

David Haggstrom made the motion to approve the budget as presented and recommended by Finance Committee ($717,893) at its June 11, 2012 meeting; seconded by Ellen. The budget of $717,893 for 2012-13 approved and passed.
Deb made the motion that the recommendation by the Finance Committee to the Board for $148,000 for scholarship funding for 2013-14 be approved; seconded by Norm. All in favor. Carried.

Automotive Trades requested for support for the Bonneville Speed Week Initiative planned for August 11-17, 2012 at Booneville Salt Flats, Wendover, Utah. Amount of request is $3,000. Julie made the motion that the Foundation supports this program activity from Board Discretionary funds in the amount of $3,000 to be used for travel expenses for students only. Seconded by Ellen. All in favor. Carried.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2011-2012

Board Members
Dr. John M. Anderson, President of Alfred State College
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (1996)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (1990)
Norm Ellis, Hornell, Wellsville College Faculty (2005)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (2010)
George Goetschius, Wellsville, Alumni – (1997)
Deborah Goodrich, Alfred, Alfred College Faculty (1999)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Wellsville, Friend of the College (2003)
James Locker, Hornell, Alumni, President, Board of Directors. (1996)
Victoria Joyce-Middaugh, Wellsville, Friend of College, Board of Directors (2010)
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (1999)
David Sengstock, Executive Director, ACES, Ex-Officio
Jeffery Stevens, Wellsville, Wellsville College Faculty (2004)
Daniel Whitford, Wellsville, Friend of the College, (2007)

Non-Board Committee Members:
Daryl Arroyo, Director of Athletics, Scholarship Committee
Neil Benedict, Campus Life – Residence, Scholarship Committee,
Glenn Brubaker, Facilities Director, Property Committee
Rose Cook, Finance Committee, ACES
Jane Gilliland, Scholarship Committee, Student Records and Financial Services

Jane Jamison, Scholarship Committee
George “Joe” Richardson, Property and Public Relations Committees, Building Trades Department
Debra Root, Public Relations Committee, Sr. Director of Marketing Communications
Cynthia Santora, Public Relations Committee, Office of Communications

Member Changes:
Daryl Arroyo replaced Kathy Feldman who retired (Scholarship Committee)
Neil Benedict resigned (Scholarship Committee) effective June 30, 2012
James Locker resigned effective June 30, 2012
Victoria Joyce-Middaugh resigned effective June 30, 2012
Deb Root replaced Cynthia Santora who retired (Public Relations Committee)
James Raptis resigned effective June 30, 2012
David Sengstock replaced Stephen Schnorr (Board)

BY-LAWS COMMITTEE –David Haggstrom, Chair
By-Laws Committee met October 11, 2011, February 6 and May 21, 2012.

- Committee goals for 2010-11 remain in place for 2011-12.
- Membership matrix was reviewed. Daniel Guiney removed from list, David Sengstock added. Beth Farwell status changed from “legal to government,” and added a term expiration column
- Noted deposit in college archives of Foundation board minutes from 2000-2001 to 2010-2011.
- Reviewed modifications to State of New York Conflict of Interest policy and determined that Foundation’s policy meets State criteria.
- Noted terms will expire June 30, 2012 for these directors: Geralyn Gough, David Haggstrom, Julie Hart, and Jim Locker. All except Haggstrom were appointed to the Board. Faculty Senate will call for nominations for Foundation representative (Haggstrom position) for election in April.
- Committee agreed that review of By-Laws and Operations Manual is not necessary because of extensive review conducted in 2010-11.
- Received resignation of Jim Locker effective June 30, 2012, at the end of his term. Alumni Advisory Association has been asked to recommend as his replacement someone with finance/accounting background.
- Adopted two motions at May 21, 2012, meeting regarding term limits for directors. First, that Directors serve no more than three consecutive terms, with privilege to rotate off and back on Board after one year absence. Second, that Directors must attend minimum of 50% of regularly scheduled Board meetings during Foundation fiscal year. Both motions were presented for discussion at May 24 Board meeting but not acted on.

FINANCE COMMITTEE – Geralyn Gough, Chair
The Finance Committee met six times this past year. Our challenges and activities this year included:

- Juggling cash flow issues without a house sale, this resulted in tapping our line of credit, twice. First, in October, for $120,000, in anticipation of the lease payment. Then again in June for $20,000 as we await the sale of the house, the lease payment, or sale of investments. We agreed to use approximately $55,000 of our reserves to balance our budget for 2012-13

- Setting up a subcommittee to review and clarify the details of the Wellsville Sigma Tau scholarship and the Foundation's Unrestricted Endowment Funds.
- A review of our investment account, with representatives from Sage & Rutty and American Funds. Funds are diversified with a more international than domestic slant and had a 10-year average return of over 8%. Our balance has fluctuated throughout the year with the volatility of the market.
- Continued commitment to following the Operations Calendar and our Committee Goals.

PROPERTY COMMITTEE – Jeff Stevens, Chair

The Property committee has served well this past year and maintained forward momentum to advise and support numerous projects on the Wellsville Campus, the Meservey sub-division, and the other Foundation properties.

- Campus Projects: The parking lot in front of Student Activities building was milled and repaved. Light fixture upgrades took place in Butler-Larkin building, Freshmen Auto and the Maintenance building. Additionally, the roof on the plumbing and heating addition was replaced. The Workforce Development Center was the main focus of campus projects and efforts including block walls for the first story installed for the office and classroom areas. Lighting systems for the structure are being installed in the open bay area. The electrical service was installed and is operational to the structure. Steel is next to be set for second floor classrooms and 16 geothermal pump systems for the fall.
- Meservey Hill Subdivision: House #51 – Net Zero Green Home is complete. Monitoring system was installed and the home has served for numerous trainings and tours as well as receiving national attention. House #52: This is complete, is within budget and an open house was held to market its sale. House #53: The framing and roof is complete. All mechanical systems are installed and inspected. Insulation and drywall is installed. The site work, finish, and trim work to commence in the fall 2012.
- There will be no groundbreaking for house 54. There will be a three-year respite while the construction of the College's demonstrative home commences. This 7,000 square-foot facility will be built in three sections and will allow the students to be rotated as needed at the job sites including the Workforce Development facility and community projects. The committee will utilize this time to continue to develop strong direction and focus on the current and future sub division building lots.
- New Property: The Foundation has accepted and now owns 104 N. Main St. in downtown Wellsville. The tax-exempt paperwork is in process. The Foundation has set a year to decide on our options for this building and is working with the Director of the Wellsville Campus and the Presidents' office to develop use opportunities to bring before the board.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out for Educational Foundation events and donations:
  - New Board and Officers
  - Work Grant
  - Open House for House #52
- Copies of the history of the Ed Foundation were distributed as follows: 1 copy each to the Alfred and Wellsville Campus libraries, Wellsville Dean's office, Operations Manager, Mary Anne Cole, area historical societies, and the College President's Office.

- Bio sheets and photos are maintained for all Ed Foundation Board members.
- A flat screen was installed in the lobby of the Culinary Arts Building in order to continually loop available videos for viewing.
- Signage for a variety of projects on the Wellsville Campus was continually discussed and recommendations made to the College when appropriate.
- Photos were taken at specific stages during the construction of the new homes being built by students. A slideshow with the photos and captions will be added to the Educational Foundation website. A link will also be available from the academic program pages on the College website.
- New photos were taken of the previously constructed homes after receiving permission from the homeowners.
- Joe Richardson was added to the committee representing the Building Trades department.
- Cornerstones indicating the date and "Educational Foundation, Alfred State College" are being installed on the homes under construction.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

- The Ed Foundation scholarship allocation for 2011-2012 was $145,000. The initial breakdown for scholarships allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	70,000	Admissions
o	35,000	Athletics
	$ 145,000	TOTAL ALLOCATED

- The final distribution of 2011-2012 scholarships was as follows:

o	$ 40,000	Distinguished Scholars
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	$152,860	TOTAL EXPENDED

- The overage was a result of a higher than anticipated yield of athletic scholarship recipients. The college covered the $7,860 additional expenditure.
- Ed Foundation scholarships were awarded to 389 new and returning students during the academic year.
- Retention scholarships were not funded due to the lack of funds.
- A request for $148,000 scholarship allocation for the 2013-2014 budget year was submitted to the Finance Committee

2012-2013 Educational Foundation of Alfred, Inc.

Property Meeting – August 6, 2012
House #51 (Green Home) – Joe reported that they are waiting for certificate of occupancy from the inspection that took place in March. House is move-in ready. Craig is in process of ordering furniture. A ribbon cutting/open house is planned for October 27th, the same date as the President's Society Dinner which will be held at the Workforce Development Center. Mary to follow up with Billy Braun, code enforcement officer on certificate of occupancy.

House #52 – A few items to be done: countertops set, moldings, some tile in the master bedroom. Seeding of lawn was delayed in spring due to wet conditions. The house has not sold and will be re-advertised.

House #53 – The house is on target. Back deck and siding done as is most of the sheetrock.

College Home in Alfred – This is not an Ed Foundation project, but the committee will be provided with updates. Excavating will begin in the fall. NYSEG and LaBella are ready to go. Glenn will follow-up on NYSEG order. DOT approved drawings and issued permit. Students will have plenty of other projects to work on while building this house.

Wellsville Campus Projects
Workforce Development Building: The steel has been ordered for the second floor. The geothermal wells will be started next week and by fall the heat pumps will be hooked up. This project was funded by $150,000 in grant monies. The sewer has been tied in.

Campus Projects: The parking lot in front of Student Activities has been milled and paved. Roof is being fixed on Freshmen Auto Building.

Culinary Arts Addition: Craig reported that the addition still needs to raise $200,000 to get this project underway.

104 N. Main St. Property – John Santora, Chair of Culinary Arts and Craig will look at the building on Tuesday. David reported that insurance agent asked about plans for the building as it is considered vacant property which is less desirable to the underwriters. Craig reported that the upstairs apartment will be refurbished as two apartments for transitional faculty housing. David will keep the insurance agent informed.

Meservey Hill South – Committee will tour this property at our next meeting weather permitting.

BP Property (Otis Eastern land and buildings) – David reported that the insurance agent asked about plans for the land and buildings. Craig reported that buildings need to be evaluated to determine which ones are salvageable and those that need to be torn down. The area is fenced in and secured.

Goals for 2012-13 – The goals will remain the same.

1. Offer assistance and support in completing the Building Trades Workforce Training Facility.
2. Turn the conceptual design of the Culinary Arts facility into a final plan.
3. Review, update and continue implementation of Mossien Master Plan (finalization of Phase 1) for the Wellsville Campus.
4. To review the Alfred State College Master Plan to ensure that it incorporates the Wellsville Campus Mossien Master Plan.
5. Continue to investigate the feasibility of developing Meservey Hill South.
6. Continue to look at acquiring property for future development and review and make recommendations regarding use and/or disposition of Foundation property as requested by the Board.

Craig recommends that at next meeting we focus on goal 3 and 4.

Conrad Church Property, Andover, NY – The family approached the college about donating the property to the college. Glenn, Derek (Wesley) and Craig looked at the property, which is a two-story home, with 4 bedrooms (1 down, 3 up), 2 bathrooms, all new mechanicals, good foundation and located on a deep lot approximately 3 acres. The assessed value is $48,000. It could be rented to faculty who are relocating to the area as they search for a permanent home. Derek will meet with the family again and assuming there are no restrictions to the donation, the college is in favor of the Foundation accepting the property donation. George will walk the property with Derek.

Committee membership – Three Board members have resigned who served on this committee: Jim Raptis, Vicki Middaugh, and Daniel Whitford. Board is seeking recommendation for membership on the Board.

Property Meeting - September 20, 2012
The Property Committee forwards the donation of the Conrad Church property (Andover, NY) to the full Board with the recommendation if the Board accepts the donation it would only be for 3 years and the property should be sold with proceeds going to fund capital improvements on the Wellsville Campus. Motion made by Charlie; seconded by Craig. All in favor. Carried

Meservey Hill Updates
House #52 – Work in progress with all items to be finished early fall.
House #53 – Home is on target and progressing well.

Wellsville Campus Projects updates – We had Freshmen Automotive roof coated and it was a success. Bathroom in electrical was remodeled. Most other projects on campus were minor maintenance over summer.

Culinary Arts Addition – no new updates. We have one donation of around $9000

Workforce Development Building updates – we ordered steel and have contractor for second floor steel erection. This second floor should be erected early this fall. Heat pumps for part of first floor and piping is being installed for geothermal system by students is underway. Contract for geothermal wells should start any day and is funded by ARC grant. Lighting in high bay about finished by students. Students are now installing interior walls for offices President's

society dinner to be in facility November 3. We have collected $33,705 and have another $16,000 in pledges remaining to collect this fall. Still working on other donors

Property at 104 N. Main, Wellsville Update - This property was donated with the agreement there the college we would review building and develop a plan working with the property committee on use. It was discussed that if we have no acceptable plan then the best thing to do would be to sell the property. Craig brought forward the idea from the Culinary arts faculty that the restaurant downstairs could be used for a community outreach project like the warming house in Olean that would serve meals for those in need. We also could use for basic server training at same time. We are exploring on finding a partner like Literacy West or others to fund the operational aspects of the project. The Foundation would not be asked to fund any of the operations for this project but would be asked to keep any cost for building use to a minimum. There was a discussion regarding how the project may not meet the mission of the foundation. Then we discussed how civic engagement is part of the learning experience we expect of students and students are currently driving to Olean for this experience. The other discussion was rehabilitation of the upstairs apartment to rent for transitional housing for new faculty. The concern was raised if this fits the mission of the foundation. The discussion included how it is difficult for faculty to find good temporary housing. Craig will work with Joe on budgets for the construction phase of the projects and further discussions will take place this fall.

Status of sale of House #52-. We still have no official offers for the home, so we discussed the need to allowing relators to show the home. Committee agreed that we would allow realtors to show the home and pay their 3% for selling but we would not list the home but keep as an owner sale. The used of a realtor was in the selling procedure for home.

Conrad Church Property, Andover, NY- A very long discussion regarding the mission of the Foundation and concerns about the Foundation changing to a property rental organization took place. The main concern was regarding mission and concerns about the details of rental and workload. The dean's office had offered to do all the work like other foundation work through Gordon Cook in his offices. The Foundation also had in the past both built and rented the Hillcrest apartments in Alfred for years for faculty but was sold because of potential costs for upgrading the facilities. After continued discussion regarding all the concerns including the need to have more the following motion was made" The property committee forwards the donation of the Church property to the full board with the recommendation if the board accepts the donation, it would only be for three years and the property should be sold with proceeds going to fund capital improvements on the Wellsville Campus." Motion made by Charlie and seconded by Craig, carried with all voting yes.

House 45- Craig brought in a letter and pictures outlining that the current owner of House 45 has an issue with siding that was installed that is cement board. Manufacturer has agreed to replace all siding at no cost. Owners are asking that the Foundation pay to reinstall the new materials. The owners supplied a letter noting that they rejected the offer to have the college students assist in the project and requested the college to pay an installer to take all the siding off and reinstall. Craig noted that he told the owners in a meeting this was not a college issue but an Educational Foundation issue since they are organization that funds and sells the home. That is why the issue was brought up at the property committee. Joe & Craig noted we often fix little things on homes if they happen, but we have never been requested to do something of this

magnitude. The committee agreed that they would do nothing and that Craig would respond since the letter was to him after working with the Foundation's lawyer on wording.

Finance Meeting – September 26, 2012
Investment account: $1,045,922.91.

Operating Revenues: Checking account balance is $16,000.00. The unexpected check from the Sicker estate in the amount of $6,690.50 was deposited in checking account. This check closes out the distribution to the Foundation from the estate. Cash on hand: $6,000. The line of credit has been tapped at $220,000. The fall lease payment ($320,500) has not yet been received. Delays are due to new financial accounting system adopted by the State. It was submitted September 18. Scholarship payment request of $99,000 is on hold until lease payment received.

Status of Monies Workforce Development Building: Craig reported that approximately $60,000 is available in donor funds which can be used for the building. Cost for steel and cost to erect it is estimated at $120,000. The donor funding can be spent first to cover some of these costs at this time.

Peer Tutoring: Ellen asked about the status of their response to our request for justification for the Peer Tutoring allocation ($5,000) from the Foundation. Val reported that she met with Peer Tutoring and is satisfied with the justification they provided and that there is a need for the funding.

Bonneville Speed Week Initiative: Craig reported that 11 students and 4 faculty attended this event. It was a really good project for the students and a video clip and many pictures are available on college website. Using laptop students had the opportunity to fine tune the car when it was running. Alfred was the only college in attendance which attracted much attention from the 400-500 individual competitors. The Automotive Department very much appreciated the Foundation's support.

Goals for 2012-13: Julie made the motion to adopt goals for 2012-13. Seconded by Ellen. All in favor carried.

1. Continue to reconcile expenses of ongoing projects annually.
2. Support the completion of the Building Trades Workforce Training Facility.
3. Review any and all land acquisitions as to their financial benefit to the Educational Foundation.
4. Review needs/requests from all campus entities.
5. Pursue fair market lease or sale for the Wellsville Campus property.
6. Recommend a balanced budget on an annual basis.
7. Investigate the opportunity to fund student educational experiences.
8. Have an annual internal review of our Reserve Account.

Conrad and Katherine Church Property Donation: This property is located in Andover, NY and it is a well-kept, updated older home with newer roof and septic. It has been well maintained and looked at by Derek Wesley of the Development Fund, President Anderson, George Goetschius, Jeff Stevens, Glenn Brubaker, and Craig Clark. Its appraised value is $70,000. The donors

have stipulated the property be kept for 5 years before selling. This was discussed at the September 20, 2012 Property Committee meeting. The following motion was made by the Property Committee to recommend to the Board: The Property Committee recommends that the Board accepts the donation and retains the property for 3 years and that the property should be sold with the proceeds going to fund capital improvements on the Wellsville Campus. Charlie made the motion and it was seconded by Craig and carried. The information was brought before the Finance Committee as it has financial implications for the Foundation including, but not limited to upkeep, taxes and insurance. David has investigated insurance costs and they range between $200 and $1,000 depending if home is occupied or vacant.

House #52: House was re-advertised. If we don't sell, we follow House Procedures and notify all local realtors of the sale offering and the selling price.

By-Laws Meeting – September 27, 2012
The committee met to discuss a policy for term limits for Directors and adoption of an attendance policy. Ellen distributed some internet research about nonprofit board terms – pro and cons and importance of meeting attendance and Mary distributed internet research and information on local board term limit policies.

After discussion, Julie recommended that Directors serve two 5-year terms on the Board before term limiting off for at least 1 full year. The five-year terms would start this year. The Board will allow partial terms when someone on the board resigns and fills a seat vacated by someone who did not fulfill a whole term. Terms would be determined by seniority with the most senior director getting the shortest term. Terms need to be staggered with directors coming on and off the Board at different times in order to allow for continuity. Ellen recommended that officers serve 2-year terms rather than a 1-year term. It takes a year for a new officer to adapt to the position.

For those Directors elected by Faculty Senate which include 1 Alfred faculty, 1 Wellsville faculty, 1 Professional, and 1 at-large, they could run for two terms. They are currently elected for a 3-year term. Concern was expressed about the role of the individual who is responsible for scholarships. Deb Goodrich is currently the elected professional and serves as chair of the Scholarship Committee. It is her office that is responsible for distribution of scholarships in the recruitment of students. Her role is invaluable to the Board; therefore, the committee recommends that whoever holds that position should be a voting Director appointed to the Board by virtue of the position's responsibility. This would require a change in the By-Laws to Article V, Directors, Section 1c. The committee recommends that the at-large elected position be eliminated and replaced by the appointed position thus keeping the Board membership at 18 Directors per Article IV Corporate Membership.

The committee also recommended that Board meeting minutes be shared with all committees so that those who are not Directors but serve on the committees are kept informed about Board decisions and actions.

Julie directed that these recommendations be taken back to the By-Laws Committee to develop a process and grid for starting up term limits. This would then be recommended to the Board for approval at its November 29, 2012 meeting.

It is important that members attend meetings. It is recommended that Board and Committee members must attend 2/3 of Board and Committee meetings unless there are extenuating circumstances. It is also requested that members notify the Operations Manager if they do not plan to attend a meeting.

Discussion on perspective candidates for the Educational Foundation Board of Directors. There are currently four vacancies. One of these vacancies was recently filled by the appointment of Terri Ross by the Alumni Council. Terri has served on both the College Council and the Development Board. She will be good asset to the Board.

Candidates presented for consideration include Casey Joyce, Otis Eastern, Wellsville; Patrick Barry, A.L. Blades, Scio; Michael McCormick of Andover, NY and former Allegany County legislator; Scott Burt, Auctioneer and teacher from Scio; and Bill Mombert, retired ACES accountant from Hornell. Candidates were ranked by the committee and Julie will make contact with these individuals inviting to lunch as a group. All candidates meet the matrix elements for membership. Names of candidates will not be presented to the Board until they have agreed to serve on the Board

Scholarship Meeting – September 26, 2012
Deb distributed the final Educational Foundation Scholarship Report for 2012-2013.
The Ed Foundation allocated $148,000 for scholarships which is broken down as follows: $40,000 for the Distinguished Scholars program, $68,000 for admissions scholarships, $35,000 for athletic scholarships, and $5,000 for retention grants. To date, $162,500 has been awarded. In addition to the $40,000 support for Distinguished Scholars Excellence in Education scholarship, total awards have been divided as follows: $79,500 in admissions scholarships awarded to 77 students, $40,500 in athletic scholarships awarded to 16 students, and $2,500 in retention grants awarded to 5 students. Request for fall payment of $99,000 was submitted to the Foundation. Mary to follow up on when to expect payment as does impact students who are getting refunds.

2012-2013 Scholarship Report Review – There appears to be a very good yield rate. Ellen asked what the asterisk after a student's name on page 2 refers to. Deb explained that it means the scholarship was awarded using self-reported information whereby a student supplies a self-reported academic record. The college verifies the information supplied from a final high school transcript. Page 10, "off campus" listed in a column means a student chose to live off campus so does not receive the President's scholarship. For the All American scholarship, a student can choose any meal plan. The International Academic Alliance scholarship provides a scholarship instead of payment to the agency sponsoring the student. Total awarded for athletic talent grants was $40,500, which is an over award that is expected to balance out by the end of the year. Enrollment is down 20 in transfers, but up in 20 new students.

NCAA Division III Scholarship Criteria – Scholarship awarding criteria had to be developed to avoid violating policies of NCAA. Deb distributed the "Scholarship Criteria and General Awarding Notes" to be followed for recruiting fall 2013 incoming students. She also distributed the "2012-13 Scholarships, Costs and Financial Aid" handout used by admissions counselors on the road and sent to prospective students. College cannot be aware a student is an athlete when awarding scholarships. The Distinguished Scholars Program scholarships were

considered okay, because they are awarded on very specific academic criteria. The Academic Distinction scholarship was considered subjective, so new criteria had to be developed. Both handouts will be filed with these minutes. All other miscellaneous scholarships given out by the Development Office also had to be reviewed for donor criteria and the following criteria had to be removed: leadership, gender, race, and ethnicity. These scholarships amount to $194,825.89. In order to be a member of the NCAA, we must adhere to their regulations, changes the way we do business. In addition, Darryl may no longer serve on this committee. Neither he, nor his coaches, can serve on any committee that has anything to do with scholarships.

Allocation for 2013-14 – Allocation is $148,000. Distribution will remain the same: $73,000 admissions, $40,000 Distinguished Scholars, and $35,000 athletics.

Board Meeting – September 27, 2012
Charlie made the motion that we accept the donation of the Conrad Church property in Andover, NY with the stipulation that it be kept for 3 years as forwarded to the Board by the Property Committee. Seconded by Dave. Vote: 7 n favor; 3 opposed. Motion Carried.

Deb Goodrich made the motion that we accept the donation of the Conrad Church property in Andover, NY and that it be kept for 3 years as forwarded to the Board by the Property Committee, but if the owners insist that we keep the property for 5 years before selling as they previously stipulated, we are willing to retain property for 5 years. Seconded by Ellen. Vote: 8 in favor; 2 opposed. Motion Carried.
The stipulation that proceeds from the sale go to fund capital improvements on the Wellsville Campus was not part of the motion.

Property Meeting – November 1, 2012
Zero Energy House (#51) – The furniture is in and arrangements are being made for a move-in date. Once move is completed then a date will be set for an Open House. The Property Committee will hold its next meeting in the conference room.

House #52 – Joe reported that this house pretty much wrapped up. Lawn and topsoil work is done. Craig will email house budget to committee. House has not sold. Letters will be sent out this week to realtors letting them know house is available for sale with a 3% sales commission.

House #53 – The house is on target and progressing well. HEO students working on smoothing out the rough grading. Ceilings painted. Electricians ready to install lights and piping has been started for heating system. Craig will email house budget to committee.

104 N. Main St. Wellsville - This property was donated with the agreement that the college would develop a plan for its use working with the Property Committee on its use. The Culinary Arts faculty suggests that the restaurant downstairs could be used for a community outreach center like the Warming House in Olean, NY that would serve meals for those in need. This could be used for basic server training at the same time. The upstairs apartment could be rented for transitional housing for new faculty. Craig has been in contact with Jonathan Hilsher, Director of Civic Engagement for the College who will work with Culinary Arts to develop a plan. George questioned the whether the community outreach center idea would be a conflict with the

new Catholic Charities Outreach center on Pearl St. It is believed that the Pearl St. property is more of a food pantry operation.

Conrad Church Property, Andover, NY – The paperwork has been signed by the Foundation and delivered to our attorney and the attorney for the Church family. The abstract is being updated and a survey done. The Foundation agreed to the stipulation by the family that the donation of property be for 5 years and then it could be sold with proceeds going to the Foundation. The Church family asked for first refusal before we sell the property. Craig will put together a budget on maintenance and upkeep for this property. Charlie believes this will be a cost burden to the Foundation, not a profit-making project and is a precarious move by the Foundation. Craig noted that this home could be used for transitional housing for new faculty.

Wellsville Campus Projects-
Culinary Arts Addition: No update. May contact the Seneca Nation who has hired many of our graduates at their casino restaurants.

Workforce Development Building – Steel beams are up for the second floor and decking down for the concrete. Jeff Patronek working on the geothermal system. Bathrooms are in and functioning and lights hooked up. The President's Society Dinner will be held here on November 3.

House #45 – Cement Board Siding – The current owner of House #45 has an issue with siding that was installed that is cement board. The manufacturer has agreed to replace all siding at no cost. Joe Richardson made a visual inspection of the siding in question. He looked at installations manuals from 2002, 2008 and current manual. Installation procedures have changed since 2002. Joe gave an overview. He noted that the siding was installed correctly based on the 2002 instructions. He submitted his findings to Craig in a written report. Questions: Do we have any obligation as it is no longer the original owner? If it is determined that installation contributed to the problem how far are we willing to go for correcting? Clearly the company decided the original installation process did not work since they developed new methods. We have no legal liability. It was recommended by our lawyer that certain provisions are written into our selling contracts in the future. He will get together with Craig.

House Sale Procedures – These need to be updated. Last update was 2006. Houses can be advertised on the Internet for sale by owner and this is something the PR committee recommends is done. This needs to be in the House Procedures. A sign will be made to put at the house and will include a QR tag and the phone number for the Office of the Dean as contact person.

By-Laws Meeting – November 5, 2012
Term Limits for Directors: The committee was charged by the AD Hoc Committee to develop a process and grid for starting up 5-year term limits. A recommendation for term limits for Directors was recommended at the July 11, 2012 Board meeting, but not approved. An Ad Hoc committee was formed and met September 27. The By-Laws committee agrees with the Ad Hoc committee recommendation that Directors will serve two 5-year terms on the Board before limiting off for at least 1 full year. David developed a grid for determining on and off dates for current and new directors, both appointed and elected. These term dates are staggered so that

directors come on and off the Board at different times in order to allow for continuity. The 5-year terms start this year. Both the process and grid will be recommended to the Board for approval at its November 29 meeting. A copy of the grid is attached to minutes. A copy will be distributed at Board meeting.
Meeting Attendance: It was agreed that overall attendance at meetings is good. Any problems can be handled case by case or in most instances, resolve themselves. A policy will not be pursued at this time.

Board Directors New Members: There have been four resignations and these positions need to be replaced. Julie contacted Casey Joyce and Scott Burt who were recommended by By-Laws committee and both have accepted. By-Laws will announce this at the Board meeting. The Alumni Council appointed Teri Ross to fill the alumni vacancy. Val suggested a "fact sheet of frequently asked questions" be developed to give to potential Board members. It should be concise and contain information on mission of Foundation, our expectations and what type of commitment is required of them. Beth agreed that is a great idea. Beth will send Mary an email with questions that she had when she was approached to join the Foundation.
By-Laws: By-Laws will need to be rewritten to reflect the changes presented. This process will commence next semester.

Finance Meeting – November 28, 2012
Investment account: $1,034,232.29 plus $6,016.79 in a money market account for a total of $1,040,249.08.

Operating Revenues: Cash on hand: $320,213. The line of credit has been tapped at $375,000. The fall lease payment ($320,500) has been received. David was concerned about the 30-day renewal pay off requirement with the line of credit. He met with Jim McCormick of Steuben Trust. Jim explained that this is not a critical issue as long as the bank knows our financial plans. David does not want to liquidate funds. David recommends that fall scholarship bill ($101,250) which is the largest expense be paid at this time. Val will check to see if we can invoice at the end of this semester for the spring lease payment. Geralyn thanked David for his attention to detail. Julie asked about house building expenses. Craig reported most of the "big" building expense items have been paid. Rose reported that house expenses were $18,000 through October. House #52 has not sold which affects our cash flow. The committee is in agreement with David's financial planning. The bank recommends that the Foundation have in place an agreement similar to ACES that states that the Directors of the Foundation authorize a line of credit from a bank and authorize David to sign any renewal notes. Agreement will be drawn up and presented at November 29 Board meeting.

Status of Monies Workforce Development Building: Progress continues on the building with lights, bathroom and geothermal wells installed. The President's Society dinner was held in the building in October.

Conrad Church Property, Andover, NY – Lawyers are working on deed research and survey. Expect closing to be in January or February. Craig will draft up a rental policy working through the Property Committee (if we decide to go that route) and present to Board.

House #45 – Cement Siding – Lawyers reviewed Joe Richardson's report and agree siding installed correctly at the time of installation. Foundation declines to take any further action.

Investment Account Performance Presentation by Sage Rutty – Committee agrees that this review should take place in the spring. The Operations Calendar will be changed to have this occur in April, not January.

By-Laws Meeting – November 29, 2012
David made the motion: The By-Laws Committee recommends and supports the Ad Hoc Committee's recommendation that Directors serve two 5-year terms on the Board before limiting off for at least 1 full year. Further, that term dates will begin this year and will be staggered so that directors come on and off the Board at different times to allow for continuity. This will be accomplished using the grid developed and will follow the July 1 to June 30 calendar year for the Foundation. Seconded by Beth Farwell. This motion will be presented to the Board of Directors at their November 29, 2012 meeting.

The committee is also recommending to the Board the appointment of Casey Joyce and Scott Burt to the Board as "Friends of the College." Both have accepted and terms will begin with the January 2013 meeting.

Property Meeting – January 14, 2013
Zero Energy House (#51) – The Dean and his secretary Barb have moved in. The Property Committee will hold future meetings in the conference room. The home won another award, "Application Innovation of the Year Award" from Siemens. We discussed the need to have pictures on the wall in the conference room showing different student work and also the need for maps of the campus and layout of Mersey Hill. There also was a suggestion of having current home pictures on the walls. Jeff recommended pictures of the current house under construction (#53) be framed and placed on the walls. Another suggestion was to have a collage of the other homes placed in the bedrooms of the home. Mary will contact Deb Root. Another idea presented was to have the photo gallery of houses #52 and #53 run on the TV at the home. Jeff has smart controls for drapes for energy efficiency and we will be adding window treatments.

House #52 – The house has not yet sold. Letters were sent to realtors (3% commission); Lufkin and Dresser-Rand Human Resources departments letting them know house is available for sale. Craig has received an email inquiry to follow up on an interested party. House is for sale at $225,000.

House #53 – The house is on target and progressing well. Craig recommended that we set a price for this home and get it on the market along with house #52. Committee is in agreement. Motion: Jeff Stevens made the motion the price be set at $225,000 for House #53 and this be recommended to the Board for approval at the January 17, 2013. Seconded by David Sengstock. All in favor carried.

For Sale Signs – Signs were made to post at house #52 and at the entrance to Meservey Hill Heights. Committee requested that another "House for Sale" sign be made to post at House #53. Mary will order from CTC.

104 N. Main St. Wellsville - This property was donated with the agreement that the college would develop a plan for its use working with the Property Committee. Craig will develop a budget for the cost of cosmetic renovations to the second-floor apartment. Literary West and Jonathan Hilsher, Director of Civic Engagement for the College are working together to develop a plan for a soup kitchen or pay as can /food service center for this property.

Conrad Church Property, Andover, NY – The paperwork has been signed by the Foundation and the Foundation has taken ownership of this property
located at 47 Chestnut St. in Andover. The gas and electric bills have been switched over to us. Craig presented an estimated budget cost for maintaining this house assuming we take it off the tax rolls. Jeff recommended shutting off the water valve and we will check if appropriate depending on heating system. Craig is the emergency contact person for this home.

Wellsville Campus Projects-
Culinary Arts Addition: No update. May contact the Seneca Nation who has hired many of our graduates at their casino restaurants.

Workforce Development Building – Steel beams are up for the second floor and decking down for the pouring of the concrete. Jeff Patronek working on the geothermal system. The College Demonstration Home in Alfred is behind schedule so students will be able to do sheet rocking this semester at the Workforce Development Building. Craig is finalizing the collection of $60,000-70,000 in funding through Development Fund.

House #45 – Cement Board Siding – The issue is now with the owners. We have no obligation. The siding was installed correctly, and their response is that we could try and face nail the problem areas. We will be declining that offer.

House Sale Procedures – These need to be updated. Last update was 2006. Houses can be advertised on the Internet for sale by owner and this is something the PR committee recommends is done. This needs to be in the House Procedures. At the recommendation of our lawyer, better legal provisions will be written into future house sale contracts.

Open House for Zero Energy Demonstration Home - The Open House for this home will be held in conjunction with the “Taste of Wellsville” and “College Open House” on April14. The ceremony will be held at 12 noon. Mary will work with Deb Root. “Taste of Wellsville” is from 11 a.m. to 2:00 p.m.

Board Meeting – January 17, 2013
The Property Committee at their January 14, 2013 made a motion to set the asking price for House #53 at $225,000 and is recommending this for approval to the Board. Ellen seconded the motion. All in favor. Carried.

Deb Goodrich made the motion that the Foundation approves the $200 funding request from the Alfred Community Garden. Seconded by George. All in favor. Carried. (Background: A funding request was received from the Alfred Community Garden. The garden has 20 active gardeners and has hosted over 100 Alfred State student volunteers. It is under the direction of the Center

for Sustainable Agriculture. The garden serves as a launching pad for service-based learning projects, civic engagement, and hands-on agriculture projects. In order to strengthen their application for an AmeriCorps VISTA grant, they need a contribution of $200 towards the salary of the new coordinator. The Finance committee recommends to the Board that we fund this project as it meets the Foundation's student learning objective as required by the application.)

The By-Laws committee put forth a motion at their November 29, 2012 meeting recommending that Directors serve two 5-year terms on the Board before limiting off for at least 1 full year. Further, that term dates begin this year and will be staggered so that directors come on and off for at least 1 full year. The motion was made by David Haggstrom and seconded by Beth Farwell. This will be accomplished using a grid. All in favor. Motion carried.

Property Meeting – March 4, 2013
House #52 – The house has not yet sold. Craig to call Vicki Middaugh to discuss inquiry from client. Committee received budget costs for home. House is for sale at $225,000.

House #53 – Committee reviewed budget cost for home. They are in check with budget projections. Finish work is underway – electrical fixtures/devices are going in along with trim and tile. House is on target to finish this semester. Building procedures and marketing methods were discussed and highlighted.

104 N. Main St. Wellsville - This property was donated with the agreement that the college would develop a plan for its use working with the Property Committee. Craig met with Literacy West who has shown possible interest. They will give Craig a proposal by our next Property Committee meeting for our review and consideration. The renovation of the upstairs apartment was discussed as a possible student learning project.

Conrad Church Property, Andover, NY – This property will be referred to as the 34 Chestnut St. (Route 417) property in the future. Two possible Alfred State faculty/staff renters are a possibility. Discussed time limit and expectations and flexibility needed for lease agreement. The Anderson rental property located in Alfred is month to month. It is important to remind tenants of the transitional nature of the use of the property and maintain open lines of communication. It was suggested that the Anderson House lease be used as a guideline. This home rents at $700/month including utilities. The property at 34 Chestnut would not include utilities.
Motion: Glenn made the motion that a lease be prepared by Craig for the property at 34 Chestnut St. (Route 417) in Andover, NY and be brought back to the Property Committee for review. Seconded by Casey. All in favor. Motion carried.

Wellsville Campus Projects-
Workforce Development Building – Progress on this building continues. Electrical and fire alarm rough-in for offices and classrooms and have been inspected. HVAC has been installed and 14 heat exchangers installed. Duct work is being installed and upstairs bathroom being plumbed. Masons are blocking in some other finish areas. This has been a great commercial lab for students to learn and work in. Home for the China Solar Decathlon Competition is being built within this building. Great to see so much student use and learning taking place.

House Sale Procedures – These need to be updated. Last update was 2006. House Procedures distributed to committee for input and review. It is recommended that internet advertising be added to procedures. Scott has experience selling on eBay and would research and provide information to committee.

April 14 is the annual Taste of Wellsville and Open House for Zero Energy Demonstration Home.

Finance Meeting – March 27, 2013
Investment Account Performance Review Presentation
Sage Rutty – Patrick Honadle
Pat reviewed the Foundation's portfolio handout prepared by Sage Rutty for the committee. American Funds has a superior long-term track record, a consistent approach, proven system and takes a value-oriented approach with the goal to help long-term investors succeed. The Foundation's portfolio is diversified. It was a good year for investment accounts. Investment return has been 8.15% over last 10 years with 6.7% for 2013 YTD. The Foundation is not reinvesting dividends at this time due to cash flow issues. We will reinvest when the cash flow issue resolved. The committee is not recommending any changes to our portfolio at this time. Geralyn noted that our account is growth oriented, not structured to live off dividends. Pat will get income statement on our dividends and provide trailing dividend report for statistic planning purposes.

Investment account: $1,101,498.90.

Operating Revenues: Checking Account: $510.44 as of March 27. Spring 2013 Scholarship payment of $46,750.00 paid on March 7. Line of Credit paid off January 16, 2013. For needed cash flow to pay bills on February 21, $21,000 was used from dividend balance that was not reinvested. Cash flow needed March 18 was $16,000 and drawn from Investment Account. Interest rate is 6%-8%. Houses need to be sold to solve cash flow problems.

Line of Credit: David had submitted all required paperwork back in December to Jim McCormick at Steuben Trust for the automatic renewal of the line of credit. Jim contacted David in March to tell him that line of credit request did not get submitted to the Steuben Trust Board of Directors at their February meeting which caused a delay in the approval of the line of credit. As a result, it could not be accessed for bills due in March. The Finance committee expressed concerns and the importance of monitoring as we go forward. Committee recommended David to continue to monitor.

Houses: Ads for sale of House #53 has been sent to Wellsville Daily Reporter and Olean Times Herald. Olean Times Herald will post a real estate ad in its March 31 and April 1 editions. Craig is having it placed on the Zillow website. No purchase offers have been received for House #52. Val reported that at the Property Committee meeting Scott Burt suggested posting an ad on eBay. Property Committee will pursue renting the Church home in Andover to interested college employees with a one-year lease agreement similar to the Anderson home (located Alfred) lease agreement. A plan to turn the second-floor apartment at the property on Main Street in Wellsville into one large apartment is being investigated by Property Committee.

Committee budget requests due March 31. Mary has received requests from PR Committee and Hog Wild Days. She has not heard from Peer Tutoring. Val will follow up with Peer Tutoring. Craig is working on Wellsville Campus budget.

Property Meeting – March 27, 2013
Glenn made the motion that a lease be prepared by Craig for the property at 34 Chestnut St. (Route 417) in Andover, NY and be brought back to the Property Committee for review. Seconded by Casey. All in favor. Motion carried.

Scholarship Meeting – April 9, 2013
2012-13 Summary Scholarship Report: Deb presented the 2012-2013 Educational Foundation Scholarship Report. For 2012-13, 409 scholarships were awarded to new and returning academic and athletic talent grant recipients. Of the 380 fall admission recipients, 21 received a 4.0, 258 received a 3.0-3.99, 55 received a 2.5-2.9, 21 received a 2.0-2.49, 21 received a 1.0-1.99, and 4 received less than a 1.0 GPA. Of the total admissions scholarships awarded, 77 (20%) were ineligible to continue receiving their scholarship for academic reasons. This represents a very slight increase compared to last year. (In fall of 2011, 91 out of 368 (25%) scholarship recipients were ineligible to continue to receive their awards.)

Admissions offered $126,000 to academically talented students and expended $69,500 resulting in a yield rate of 55 percent. The total Ed Foundation allocation of $148,000 was divided as follows: Distinguished Scholarship Program --$40,000, Admissions--$73,000, and Athletics--$35,000. The expenditure for 2012-2013 was $149,750. The additional $1,750 in expenditures over the allocation will be covered by the college. Actual expenditures were broken down as follows: Distinguished Scholarship Program--$40,000, Admissions--$69,500, Athletics--$35,500 and Retention $4,750. In July of 2012, $5,000 was moved from Admissions to Retention. Total funds awarded by the college equaled $2,773,560.51.

Athletics: The College is currently in the exploratory year for NCAA. They should hear soon if the NCAA approved the college for provisional status. Freshmen entering this fall semester will not be eligible for athletic scholarships. For 2013-2014, students who had scholarships in the past may continue to receive funding. By 2015, no more athletic scholarships will exist. All reference to athletic skills and experience has been redacted for scholarship consideration.

Budget Request for 2014-15: Ellen made the motion that the committee request $150,000 for scholarships for the 2014-54 academic year. Seconded by Jane Gilliland. All in favor. Carried. Memo will be prepared and submitted to Finance Committee. Scholarship bill for 2012-13 was paid March 1 Yield Report for 2008-2012: Ellen prepared the Yield Report for scholarships for 2008-2012.
This report assists the Committee in determining: are we spending our money wisely, are we keeping good students here, and what is the scholarship dollar amount that makes a difference in a student's decision to enroll at Alfred State? There were no issues identified with the scholarship awarding process.

Scholarship Criteria Update: The new criteria for accepting Nursing students was explained. There were over 500 applications for 80 spots, so the admissions criteria were higher this year, which may result in more students receiving scholarships. The Nursing bachelor's degree is an

upper-division program for students who have completed a two-year Nursing degree and have or will have their RN within the first semester. The BSN program may be completed on campus, in a hybrid format, or in the near future entirely online; therefore, it is anticipated the BSN will have a limited impact on scholarships as students must live on campus to meet scholarship criteria. The new five-year Bachelor of Architecture professional degree also has higher entrance requirements. This will likely increase the number of students being qualified for a scholarship and will also has an impact on the total amount of scholarship dollars committed, because they will receive the scholarship for five years.

ACES Board Scholarship Allowance: ACES provides the meal plan for the Excellence in Education and All American scholarships. Beginning in 2014-2015, ACES will be changing the meal plan scholarship from 18 to 14 meals per week, which is the most popular plan. If a scholarship recipient desires the 18-meal plan, they would pay the difference. Additionally, for the Excellence in Education scholarship, beginning in fall 2014, a student must maintain a 3.25 GPA rather than a 3.0 to maintain their scholarship for the upcoming semester. These higher requirements would continue if they choose to enroll in 4-year program. Both of these changes will not go into effect until the entering class of 2014 and current scholarship recipients would maintain their scholarship benefits and required GPA under the old standards, which they were accepted under.

Recruitment Transfer Scholarship: Admissions is discussing and researching the possibility of developing a proposal for a Recruitment Transfer scholarship. Other colleges who participate in the Phi Theta Kappa Honor Society are listed as offering Phi Theta Kappa scholarships in every one of their publications, which results in free advertising for the college. Other colleges, who are pursuing the transfer market, are also recruiting internationals transfer students.

Committee Membership: By-Laws is looking to change Deb's position on Board to ex-officio. It was recommended at this meeting, that the Director of Admissions be appointed to the Scholarship Committee to replace Deb. (Update: This is tabled until further review by By-Laws committee.)

By-Laws Meeting – April 15, 2013
Term Limits for Directors: The recommendation from this committee that Directors serve two 5-year terms on the Board before limiting off for at least 1 full year was approved at November 29th Board meeting. David developed a grid for determining on and off dates for current and new directors, both appointed and elected. These term dates are staggered so that directors come on and off the Board at different times in order to allow for continuity. The Operations Manual will be reviewed and all references to "three-year term limits" will be changed to "five-year term limits."

Goodrich Position Change: It was suggested at the Scholarship meeting that Deb's position on the Board be changed to Ex Officio and the current Director of Admissions be appointed to the Scholarship Committee. This was in response to Deb's temporary appointment as Interim Vice President for Administration and Enrollment. However, after review of By-Laws and discussion, the position will remain an elected professional position through Faculty Senate. Deb holds this title while the search ensues for a new College President. At this time, we will not appoint Director of Admissions to the committee.

Officers and Director Term Limits: Committee would like to amend Article VI: Officers of the Board of Directors by changing the length of term for officers from one year to two years as suggested by ad hoc committee. Changing the term to two years would allow for continuity and the time needed for the officers to adapt to the position. The officers concur with this recommendation. No motion was made to amend the By-Laws for the change in Director term limits from three years to five years even though approved by Board.

Motion: Norm made the following recommendations to amend the By-Laws: Article VI – Officers of the Board of Directors, Section 1: add: The length of term for Officers elected at the annual meeting shall be two years. Article V – Directors, Section 3: Term: change three-year term for directors to a five-year term. Delete the sentence, "Directors may succeed themselves" and replace with "Directors may serve two consecutive terms, following which they must leave the Board for a minimum of one year." Further, any reference to a three-year term of directors within the Operations Manual will be changed to five-year term. Motion seconded by David. Due to lack of quorum, an email will be sent to committee members seeking written agreement so that a motion may be presented and adopted at the May 8th Board meeting.

Committee discussed the appointment of College Alumni Directors. Three alumni directors are appointed by the Alumni Advisory Council. This has in the past resulted in a lengthy delay in appointing an Alumni representative. Foundation Board members may be able to more quickly identify alumni through their sources who would be willing to serve on the Board.

Motion: David made the recommendation to amend the By-Laws under Article, V Directors, Section 1c to add that alumni members be appointed by the Board following consultation with the Alumni Advisory Council. An email was sent to
Craig Clark and Beth Farwell were unable to attend today's meeting and they were asked to consent in writing to the adoption of both motions. Their emails are attached to the minutes. This is undertaken per Article VIII, Meetings, Section 3A, Voting, which allows for written consent made through email or other electronic technology. Both agreed to the adoption of the motion as presented.

Board of Directors New Members: Patrick Barry accepted an offer to become a "Friend of the College" Board member. He will fill out the remaining term of Jim Raptis through June 30, 2014 and then his reappointment will be for the new five-year term expiring June 30, 2019. This completes Board membership at 18 members.
Reappointment of Board Directors: Terms ending this year (6-30-2013) for Friends: Ellen Ehrig, Charles Button and Beth Farwell. David asked, "What is the procedure for the reappointment of Friends of the Board". Past practice has been that Operations Manager sends an email to those individuals asking if they would like to continue to serve on the Board. For those Friends wishing to continue, their names are brought forth at the annual meeting and recommended by the By-Laws Committee Chair for another term appointment and approved by Board. If they decline, then the By-Laws committee must meet to fill appointment. David recommends we continue this practice.

By-Laws Committee Annual Report
Committee goals for 2011-12 remain in place for 2012-13

Recommended two Board vacancies be filled by Scott Burt and Casey Joyce, both in the Friends of the College category.

Regarding term limits, recommended that Directors serve two 5-year terms before limiting off for at least 1 full year, with end-of-term dates staggered according to membership grid. Motion to accept this recommendation approved by full Board at November 29, 2012 meeting.

Presented three motions at May 8 full Board meeting, to amend appropriate articles of By-Laws regarding length of term for Officers, 2 years; term limits for Directors (see above); and for appointment of Alumni directors following consultation with Alumni Advisory Council. Each motion carried.

Recommended that remaining Board vacancy be filled by Patrick Barry in Friends of the College category.

Noted terms will expire June 30, 2013, for these Directors, all in Friends category: Ellen Ehrig, Charles Button, Beth Farwell.

Discussed pros & cons of changing number of committees on which Directors must serve, from two to one. This to be an agenda item at annual meeting in July.

Finance Meeting – April 29, 2013 -
Investment Account: $1,126,258.21. Value is up from January.

Operating Revenues: Checking Account: $3,300. Peer Tutoring paid $5,000 on April 17, 2013.

Balance of Line of Credit: $77,000.00. Line of credit may be accessed for around $195,000 by the end of the fiscal year, based on budgeted items.

Julie made the motion that a 10% reduction in price of home be allowed in negotiating sale of house #52 ($202,500) but not to sell house below $200,000. Seconded by Ellen. All in favor. Carried.

Budget 2012-2013: Rose prepared the draft 2013-14 Ed Foundation Operations Fund budget for today's meeting. All standard requests for support for campus programs were submitted: Peer Tutoring, Skills USA & Taste of Wellsville, NYS Skills USA Postsecondary, Hog Wild Day, and Work Grant. The Property Committee submitted the request for Wellsville Campus capital projects, maintenance and Workforce Development Building.

Public Relations ($300) and Scholarship Committees ($150,000) also submitted their annual requests. An additional request for support for the 2013 China Solar Decathlon, Datong, China, July/August 2013 was submitted. This is not an individual line item but would be funded from Board Discretionary.

Peer Tutoring: $5,000 is unrestricted allowing the money to be used for a wide range of services for students.

SkillsUSA: $5,150 to send NYS gold medalists to National competition in Kansas City.

Taste of Wellsville: $2,500. This annual event combines student demonstration, campus tours, and local eateries selling samples of their best dishes and is open to the public.

Julie made the motion that we continue to support Scholarship funding in the 2013-14 budget at $148,000 for 2014-15 academic year. Seconded by Craig. 6 in favor; 1 not in favor. Motion carried.

Workforce Development Building: The request for 2013-14 is $160,000 which is the same as last year's request. This appears under "Additional Commitments" on budget draft.

Wellsville Campus Property Committee: Total request of $426,000 breakdown:
Wellsville Campus In-Progress Projects: The request is for $202,000.00 and appears under "Additional Commitments" on budget draft. Included in this request is $6,000 for the property at 104 N. Main St. in Wellsville.

$64,000 is budgeted for Repairs and Maintenance which is line item #663 under "Expenses – 50 Property & Instrc Buildings: Wellsville." Included in the $64,000 is $4,000 for the Andover property maintenance and utilities. Rose has estimated utilities at $2,000 for next year based on this year's costs. Line item #686 "Real Estate Taxes:" Taxes for the Andover property were estimated at $1,000 and appear under this line item.

Discussion: Fire protection is part of the taxes and can't be written off under tax exempt status. Is it time to re-evaluate the "Support for Campus Programs?" Do we need to reduce the allocation or allocate a certain dollar amount to be divided among all of these campus programs? It was noted that if we do reduce amounts, the sooner the groups are notified the better as monies may have already been allocated for the upcoming academic year. It was decided to continue to support these program requests at the current amount. Geralyn reminded the committee of our decision to not reinvest dividends this year. It was done for one year only and will be looked at in the upcoming year.

Ellen made the motion that we recommend $717,893.00 for the Educational Foundation budget for 2013-14 to the Board and the deficit of $53,098.58 will be taken from reserves to cover the budget deficit for a balanced budget. The $55,098.58 taken from reserves will be under the Cash Flow section of the 2013-14 budget spreadsheet. Seconded by Craig. All in favor. Carried

Program Support Request China Solar Decathlon: Craig submitted this proposal request under the Foundation's "Community Service Project" guidelines. The Wellsville Campus is working with Alfred University and Guilin University in China to compete in the 2013 China Solar Decathlon. Students are currently constructing the second of two China Solar Decathlon demonstration homes in the Workforce Development building. The prototype home will be displayed in Alfred and used to highlight the systems in the home for the public and area construction companies. The estimated cost for one student's transportation is $2,000 with food and housing supplied by the Chinese organization. We plan to send three students and three faculty to China for the exciting five-week competition this summer. There are 22 teams

competing representing Australia, Turkey, Israel, Singapore, Egypt, United States and China, to name a few. Craig is asking for the Foundation to support one student for $2,000 as this will ensure we will be able to finish the project.

Charlie made the motion that the Foundation supports this program activity from 2012-13 Board Discretionary funds in the amount of $2,000 to be used for travel expenses for students only. Seconded by Ellen. All in favor. Carried. The request will be presented at the May 8th board meeting.

Board Meeting – May 8, 2013
The following motions were presented at By-Laws Committee meeting on April 15, 2013 for recommendation to the Board at its May 8, 2013 meeting. It is motions to amend By-Laws in the Operations Manual.

Norm made the following recommendations to amend the By-Laws: Article VI – Officers of the Board of Directors, Section 1 (pg. 11): add: The length of term for Officers elected at the annual meeting shall be two years. Article V – Directors, Section 3: Term (pg. 9): change three-year term for directors to a five-year term. Delete the sentence, “Directors may succeed themselves” and replace with “Directors may serve two consecutive terms, following which they must leave the Board for a minimum of one year.” Further, any reference to a three-year term of directors within the Operations Manual will be changed to five-year term. Motion seconded by David. David made the recommendation to amend the By-Laws under Article, V Directors, Section 1: Member: b) College Alumni Directors, (pg.9) Add that alumni members be appointed by the Board following consultation with the Alumni Advisory Council. All motions passed by Board.

Property Committee Annual Report
The Property committee has served well this past year and maintained forward momentum to advise and support numerous projects on the Wellsville Campus, the Meservey sub-division, and the other Foundation properties.

Campus Projects: The Workforce Development Center was the main focus of campus projects and efforts including geothermal wells with HVAC system installed, electrical and fire alarm rough-in for offices and classrooms installed, duct work installed, and masons are blocking in some other finish areas. The demonstration home for the China Solar Decathlon Competition was built in this building. The President’s Society dinner was held in the building and was very successful highlighting the building and renewable/alternative energy on the campus.

Meservey Hill Subdivision: House #51 – The Dean and secretary have moved into the Zero Energy Demonstration home. The home won the “Application Innovation of the Year Award” from Siemens. An Open House was held in the fall. House #52: This was completed in 2012 and within budget. A purchase offer of $196,000 was received and accepted by the committee. This will be presented at the July 15th Board meeting for Board approval. House #53: Home completed, sale price set at $225,000. An Open House was held and the house advertised for sale. House Sale procedures will be updated in the fall. New “house for sale” signs were made to place at the homes available for sale on Foundation Drive.

There will be no groundbreaking for House #54. There will be a three-year respite while the construction of the College's Demonstration home commences in Alfred. This 7,000 square-foot facility will be built in three sections and will allow the students to be rotated as needed at the job sites including the Workforce Development facility in Wellsville and community projects. Framing has begun on this project. The committee will utilize this time to continue to develop strong direction and focus on the current and future sub-division building lots.

Properties owned by Foundation: Craig has met with Literacy West and the college's director of Civic Engagement to discuss possible uses for the property as a pay as you can facility that would also be used for training troubled youth located at 104 N. Main St Wellsville. Discussions including possible funding sources are being explored. Renovation of the upstairs property as a student learning project is under discussion and will start in fall. The Conrad Church Property in Andover is still available as rental property for faculty in transition. Craig will develop a lease agreement for the property and bring back to committee for review.

Property Committee - June 14, 2013 Conference Call and email vote
Terri Ross made the motion to accept the purchase offer of $196,000 for House #52 and to take the recommendation to the full Board for approval. Seconded by Glenn Brubaker. All Property Committee members who participated in conference call voted in favor (Goetschius, Clark, Ellis, Brubaker, Joyce, Burt, and Richardson.)

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2012-2013

Board Members:
Dr. John M. Anderson, President of Alfred State College (Resigned March 2013)
Patrick Barry, Wellsville, Friend of College, (2013)
Scott Burt, Scio, Friend of College, (2012)
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (1996)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (1990)
Norm Ellis, Hornell, Wellsville College Faculty (2005)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (2010)
George Goetschius, Wellsville, Alumni – (1997)
Deborah Goodrich, Alfred, Alfred College Faculty (1999)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Wellsville, Friend of the College (2003)
Casey Joyce, Wellsville, Friend of College (2012)
Valerie Nixon, Interim President, Ex Officio
David Sengstock, Executive Director, ACES, Ex-Officio
Terri Ross, Belmont, Alumni, (2012)
Jeffery Stevens, Wellsville, Wellsville College Faculty (2004)

Non-Board Committee Members:

Glenn Brubaker, Facilities Director, Property Committee
Rose Cook, Finance Committee, ACES
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Jane Jamison, Scholarship Committee
George “Joe” Richardson, Property and Public Relations Committees, Building Trades Department
Debra Root, Public Relations Committee, Sr. Director of Marketing Communications

BY-LAWS COMMITTEE –David Haggstrom, Chair
By-Laws Committee met September 27, 2012; November 5, November 29, and April 15, 2013

- Committee goals for 2011-12 remain in place for 2012-13.
- Recommended two Board vacancies be filled by Scott Burt and Casey Joyce, both in the Friends of the College category.
- Regarding term limits, recommended that Directors serve two 5-year terms before limiting off for at least 1 full year, with end-of-term dates staggered according to membership grid. Motion to accept this recommendation approved by full Board at November 29, 2012 meeting.
- Presented three motions at May 8th full Board meeting, to amend appropriate articles of By-Laws regarding length of term for Officers, 2 years; term limits for Directors (see above); and for appointment of Alumni directors following consultation with Alumni Advisory Council. Each motion carried.
- Recommended that remaining Board vacancy be filled by Patrick Barry in Friends of the College category.
- Noted terms will expire June 30, 2013, for these Directors, all in Friends category: Ellen Ehrig, Charles Button, and Beth Farwell.
- Discussed pros and cons of changing number of committees on which Directors must serve, from two to one. This will be an agenda item at annual meeting in July.

FINANCE COMMITTEE – Geralyn Gough, Chair

- The line of credit was tapped in both semesters. The total for fall was $305,000 and for spring was $168,000. For fall, the Board was waiting for lease payment and in the spring for sale of one of houses. There was a slight glitch with availability of the line of credit on the bank’s part which resulted in no access from December to March. The balance on the line of credit as of June 30 is $168,000.
- The Investment Account is doing well and is currently valued at around $1,118,513.26 with an annual return of around 8.5% over the last 10 years per our investment advisor, Pat Hondale at Sage Rutty. Current checking account balance is $1,062.39.
- The Foundation provided $148,000 in scholarship funding for students this year. This funding amount will remain the same for 2013-14.
- Community Service project requests funded through Board Discretionary included the China Solar Decathlon Home for $2,000 to support at least one student to travel to Datong, China for the competition. This competition challenges collegiate teams to design, build and operate solar-powered energy efficient homes. The project is with Alfred University and Guilin University of Technology in China. Funding was awarded to the Alfred Community Gardens ($200) which has 20 active gardeners and 100 Alfred State student volunteers. This project serves as a launching pad for service-based learning projects and a hands-on agriculture

project. These were in addition to the following ongoing projects the Foundation supports: Peer Tutoring, NYS Skills USA Postsecondary, Hog Wild Days and College Work Grant.

PROPERTY COMMITTEE – George Goetschius, Chair

The Property committee has served well this past year and maintained forward momentum to advise and support numerous projects on the Wellsville Campus, the Meservey sub-division, and the other Foundation properties.

- Campus Projects: The Workforce Development Center was the main focus of campus projects and efforts including geothermal wells with HVAC system installed, electrical and fire alarm rough-in for offices and classrooms installed, duct work installed, and masons are blocking in some other finish areas. The demonstration home for the China Solar Decathlon Competition was built in this building. The President's Society dinner was held in the building and was very successful highlighting the building and renewable/alternative energy on the campus.
- Meservey Hill Subdivision: House #51 – The Dean and secretary have moved into the Zero Energy Demonstration home. The home won the "Application Innovation of the Year Award" from Siemens. An Open House was held in the fall. House #52: This was completed in 2012 and within budget. A purchase offer of $196,000 was received and accepted by the committee. This will be presented at the July 15th Board meeting for Board approval. House #53: Home completed, sale price set at $225,000. An Open House was held and the house advertised for sale. House Sale procedures will be updated in the fall. New "house for sale" signs were made to place at the homes available for sale on Foundation Drive.

There will be no groundbreaking for House #54. There will be a three-year respite while the construction of the College's Demonstration home commences in Alfred. This 7,000 square-foot facility will be built in three sections and will allow the students to be rotated as needed at the job sites including the Workforce Development facility in Wellsville and community projects. Framing has begun on this project. The committee will utilize this time to continue to develop strong direction and focus on the current and future sub-division building lots.

- Properties owned by Foundation: Craig has met with Literacy West and the college's director of Civic Engagement to discuss possible uses for the property as a pay as you can facility that would also be used for training troubled youth located at 104 N. Main St Wellsville. Discussions including possible funding sources are being explored. Renovation of the upstairs property as a student learning project is under discussion and will start in fall. The Conrad Church Property in Andover is still available as rental property for faculty in transition. Craig will develop a lease agreement for the property and bring back to committee for review.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out for Educational Foundation events and donations:
  - New Board Members
  - Board Officers
  - Work Grant
  - Open House for House #53
  - Salt Lake Flats Bonneville Speed Week Competition (Ed. Found. Funding)
  - Fireball Run
- Bio sheets and photos are maintained for all Ed Foundation Board members.

- Siemens (zero energy home) video linked to the College and Ed Foundation website.
- Created “House for Sale” signs, including the Ed Foundation logo, phone number, and a QR code (link to website) were created and placed in front of the houses for sale as well at the entrance to the housing development.
- Senior Building Trades students and their families were invited via e-mail to the House #53 open house on Saturday, May 18, the day before commencement. The open house time was changed to 2 – 4 to better accommodate visiting parents.
- Zero energy demonstration home was open on April 14 in conjunction with the “Taste of Wellsville” and the College-wide open house. The home was the site for a radio broadcast that day.
- During the month of February, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.
- Signage for a variety of projects on the Wellsville Campus was continually discussed and recommendations made to the College when appropriate.
- The photo gallery of homes built by students was updated on the Educational Foundation web site and is linked to the Building Trades department web page. These photos were also uploaded to the College’s Flickr account.
- Cornerstones indicating the date and “Educational Foundation, Alfred State College” are being installed on the homes under construction.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

- The Ed Foundation scholarship allocation for 2012-2013 was $148,000, which represented $3,000 increase from the 2011-2012 allocation. The initial breakdown for scholarships allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	73,000	Admissions
o	35,000	Athletics
	$ 148,000	TOTAL ALLOCATED

- In July 2012, $5,000 was moved from Admissions to Retention.
- The final distribution of 2012-2013 scholarships was as follows:

o	$ 40,000	Distinguished Scholars
o	69,500	Admissions
o	35,500	Athletics
o	4,750	Retention
	$149,750	TOTAL EXPENDED

- The overage of $1,750 was covered by the College.
- Ed Foundation scholarships were awarded to 409 new and returning students during the academic year.
- Of the fall recipients, 73 percent received over a 3.0 grade point average. Twenty percent were ineligible to continue receiving their scholarships for academic reasons. This represents a decrease of 5 percent compared to last year (25 percent ineligible in 2011-2012).
- A request for $150,000 scholarship allocation for the 2014-2015 budget year was submitted to the Finance Committee.

2013-2014 Educational Foundation of Alfred, Inc.

Property Committee – September 19, 2013
House #52: House sale closed yesterday. Net was about $192,000.

House #53: On market for $225,000. No offers. During Alfred State's Fall Open House, house will be open if visitors to campus want to tour. Question was asked if house is Energy Star rated. Craig will follow up on this. Update: Joe reported that inspectors quit doing Energy Star in the middle of construction so neither House #52 or 53 received an Energy Star rating.

There are 5 lots left on Meservey Hill. Until the College Home is completed, no homes will be built at Meservey Hill for three years.

Meservey Hill South: This consists of approximately 80-90 acres. H.E.O. students have started cutting in the road. It will take time to develop the land. Craig suggested committee walk the site. There are still 2 lots in Alfred that were donated by Doug Barber.

House #45 Cement Siding: This issue resolved. Owners sold the house after settling with the manufacturer.

Wellsville Campus Projects
Culinary Arts Addition: Craig is still in talks with Seneca Nation, but no lead donor as of yet. Seneca Nation recruits and hires many of our Culinary Arts students. They have approached us about giving scholarships to students from the Salamanca area that enroll, graduate and return to work for the Seneca Nation. If we are able to get them integrated into these types of talks, it may lead to other opportunities for us.
Workforce Development Building: No additional money has been raised. Working on geothermal system and finishing downstairs offices. Masons running hallway. Elevator not in, but is our next major purchase. Sprinkler system has been installed. The China Decathlon home replica is being finished and will be showcased on the Alfred Campus.

104 N. Main St.: Joe is reviewing what it will take to make the upstairs apartment rentable. It needs painting, cleaning, some electrical work and hot water tanks. Structure is good and has new replacement windows, but no heat to the downstairs restaurant. We will be turning the electric to assure we have heat and lights and so work can begin. Craig has heard no updates from Literacy West regarding their plan to train at-risk students in culinary skills. Jeff suggested that the Salvation Army may be interested in a project. Scott has experience working with at-risk students and is working at Belmont BOCES with 10th students. Craig, Jeff and Scott will work to get Literacy West, BOCES and Salvation Army representatives to meet and discuss. If nothing materializes by end of the calendar year, property will be sold.
34 Chestnut St., Andover: Glenn reported lawn is mowed but house is not rented.

House Procedures: Procedures need to be updated. New updates: add that house will be posted on www.zillow.com and posted to the college website. Mary will work on procedures and email to committee. Please review and offer your input.

Goals 2013-14: Goals will remain the same for 2013-14. Craig will provide committee members with a copy of the Wellsville Campus Mossien Plan and College Master Plan. Craig explained that even though the Mossien Plan is incorporated into the College Master Plan, money from the state Construction Fund cannot be spent on the Wellsville Campus unless they owned it. It is incorporated in the plan in case they purchase it. An assessed value is assigned to the campus. The College pays around $2.20 sq. ft. in rent.

Campus Facilities and Programs: Craig reported that Heavy Equipment Operations has 80 students enrolled and 4 instructors. Curriculum has doubled and we have added to additional sections of welding.

Machine Tool Program: Craig announced that Dresser-Rand has asked that we move the Machine Tool program out of their facility. (When Machine Tool program was started with the help of ARC grants, Dresser-Rand gave us the facility, set it up, moved and installed machines at no cost to us. This has been a great arrangement, but now they need space.) They would like us to move by January, but this may not be possible since Dresser Rand recently decided they cannot help with any installation and funding. We will now need to have specifications and bids developed. Craig now projects June. The gym could be utilized, but a plan needs to be in place and funding found to do the design, renovations, move the machines and set everything up.

SUNY 2020: Craig announced that the Wellsville Campus will receive approximately $4 million from this $15 million SUNY 2020 Grant (Alfred, Corning CC, Jamestown CC, and Broome CC are also part of this grant). The plan is to use the money to build a Sustainable Advanced Manufacturing Center (SMAC) on the Wellsville Campus. The money flows from the Empire State Development Fund, but it is unknown how flexible the money will be or how or when it will be received. Craig will want the Property Committee involved in the building of this facility.

Finance Meeting – September 24, 2013
Operating Revenues: Checking Acct – $21,218.01; Investment Account Sage Rutty: $1,220,736.86; Cash from Dividends - $6,472.18. David can access the dividends to use for cash flow if needed. Committee recommends that these be used if needed. The only major line item at this time is the Building Trades roof.

Operating Budget: Payables due: $16,447.20; Line of Credit: $300,000. Interest on L.O.C. is 3.75%. Discussed paying off L.O.C. Val does not see any issues with a delay in the lease payment from Albany. House #52 has sold. Net proceeds from sale $192,281.00. Craig will work with Joe on account payables due.
Motion: Julie made the motion that the proceeds from the sale of the house be used to pay on the Line of Credit. Seconded by Terri. All in favor. Carried.

Budget Requests: Committee recommends that budget requests submitted to Foundation be received by February 28, rather than March 31 and that the Annual Meeting be held in June to approve budget. This will be a change to Operations Calendar but will expedite the budget process and work more efficiently. Mary will inform committees and others who request funding about this change.
Old Business

Status of Workforce Development Building: Sprinkler system has been installed, finishing up on the geothermal heat pumps, finishing first and second floor on one side. The other side of the building is operational. Craig predicts that building will be finished in about a year. Approximately $50,000 is available from the Development Fund for use.

Wellsville Campus Projects: Craig distributed copies of the budget for Wellsville Campus Projects. Money was taken from the parking lot paving to cover emergency roof repair for Building Trades. This results in no net change to the budget, just redirecting funds as needed. The Otis Building is being used for one of the four sections of Heavy Equipment Operation. Students working on fixing bathroom and lighting.

104 N. Main St. Wellsville: Joe is reviewing what is needed to make upstairs apartment rentable. It needs painting, cleaning, and some electrical work and hot water tanks. Electric will need to be turned on so work can begin. Craig has no updates from Literary West. At Property meeting, Jeff suggested that the Salvation Army may be interested in a project. Craig, Jeff and Scott will work to set up a meeting with Literary West, BOCES and Salvation Army to discuss a project. If nothing materializes by end of calendar year, property will be sold.

34 Chestnut St., Andover: Lawn is mowed, but gardens need to be worked on. Craig will see that this is done.

House #52 & 53: As reported under Budgets, House #52 has sold. No offers on House #53, but house will be open during Campus Open House which is the same day as community Ridgewalk.

Goals from 2013-14. Current 8 goals from 2012-13 will remain in place, but two new goals added:

9) Explore and support financing to turn the conceptual design of the Culinary Arts facility into a final plan.
Culinary Arts is a major program but competes with Niagara Community College and Broome Community College which have new facilities. The program made enrollment, but only by taking students from the Wait List. Program is down 10 from five years ago and it is a struggle to keep up enrollment. Students today shop around more and even though our program is better, students look at appearance over quality. Since no lead donor has come forward, the Foundation may need to invest in the facility make the program more competitive.
10) Set direction for cash flow management.

Dresser-Rand Machine Tool Program: Craig announced that Dresser-Rand has asked that we move the Machine Tool program out of their facility. They would like us to move by January, but this may not be possible since Dresser-Rand recently decided that they cannot help with installation and funding. Craig predicts the move could take place by June. The Activities Center/Gym on Wellsville Campus could be used, but it needs to be upgraded. Craig will work on getting specifications and bids and then report back to Finance and Property committees with a plan and project costs.

SUNY 202 Grant: Both Craig and Val spoke on this project. Alfred State was part of a consortium with Corning CC, Jamestown CC, and Broome CC for a $15 million SUNY 2020 grant. The plan is to use the money to build a Sustainable Advanced Manufacturing Center (SMAC) on the Wellsville Campus. Approximately $4.5 million will be made available from the Construction Fund and Empire Development to proceed with the plan. At his time, it is unknown how flexible the funding will be or when it will be received.

Scholarship Committee Annual Report
The Ed Foundation scholarship allocation for 2012-2013 was $148,000, which represented $3,000 increase from the 2011-2012 allocation. The initial breakdown for scholarships allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	73,000	Admissions
o	35,000	Athletics
$ 148,000		TOTAL ALLOCATED

In July 2012, $5,000 was moved from Admissions to Retention.
The final distribution of 2012-2013 scholarships was as follows:

o	$ 40,000	Distinguished Scholars
o	69,500	Admissions
o	35,500	Athletics
o	4,750	Retention
$149,750		TOTAL EXPENDED

The overage of $1,750 was covered by the College.
Ed Foundation scholarships were awarded to 409 new and returning students during the academic year.
Of the fall recipients, 73 percent received over a 3.0 grade point average. Twenty percent were ineligible to continue receiving their scholarships for academic reasons. This represents a decrease of 5 percent compared to last year (25 percent ineligible in 2011-2012).
A request for $150,000 scholarship allocation for the 2014-2015 budget year was submitted to the Finance Committee.

Scholarship Meeting – September 25, 2013
Deb distributed the summary of the 2013-2014 Educational Foundation scholarship awards. The Ed Foundation allocated $148,000 for scholarships which is broken down as follows: $40,000 for the Distinguished Scholars program, $83,000 for admissions scholarships, and $25,000 for athletic scholarships. To date, $143,120 has been awarded for the academic year. In addition to the $40,000 support for Distinguished Scholars Excellence in Education scholarship, total awards were divided as follows: $96,500 in admissions scholarships awarded to 95 students and $6,620 in athletic scholarships awarded to 4 students. Note: With the move to NCAA, no athletic talent awards were made to incoming students. Total funds awarded by the college equaled $3,585,217.75. This is up from $2,773,560.51 awarded last year. Specific criteria had to be set for the Academic Distinction scholarships due to the NCAA regulations. No consideration of athletic ability or athletic accomplishment can be considered in determining students' scholarship eligibility.

Deb distributed the committee's 2012-13 Annual Report.

2014-2015 Scholarship Allocation – For 2014-2015, the committee requested $150,000 and was granted $148,000.

Distinguished Scholarship Criteria for 2014-2015 – New flyer “Financing Your Future” distributed to students explaining scholarships, costs and financial aid. Beginning in fall 2014, students who received the DSEE scholarship will be required to maintain a 3.25 GPA rather than a 3.0. With more students accepting scholarships, the cost will be greater for the College and ACES. Beginning in fall 2014, students who receive the DSEE and DSAA scholarships will receive a 14-meal plan rather than the 18 in order to reduce costs and preserve the continuation of the scholarship. The criteria alone for acceptance into the 5-year Architecture program is so high, that the majority of students accepted are eligible for scholarships based on these program entrance requirements.

Phi Theta Kappa Scholarship - By offering this scholarship, the College is listed in their publication and on their website. The goal is to bring in new students into 4-year programs. Deb provided a proposal to reallocate the $35,000 that is being phased out of athletic talent grants into the Phi Theta Kappa. By 2015, no more athletic scholarships will exist due to NCAA Division III membership. Motion: David made the motion that the $35,000 previously allocated to athletics be used to fund Phi Theta Kappa scholarships. Seconded by Ellen. Carried unanimously.

$4,800 in Educational funds was not awarded due to NCAA regulations. Therefore, funding is available to be used for retention or to contribute to college scholarship payment. Motion: Jane G. made the motion that the remaining $4,800 be used for retention scholarships to be awarded during spring semester. Seconded by David. Carried unanimously. Student Records and Financial Services will award up to$10,000 in retention grants in expectation of additional funds becoming available from scholarship recipients who do not make the required GPA or do not enroll for the spring semester.

Goals for 2013-2014 will be the same as 2012-2013.

Scholarships for At-Risk students – This topic was discussed at the Board meeting. They asked the committee to discuss offering scholarships to at-risk or weaker students. Committee discussed offering scholarships to students who were successful after completing a semester at the College; however, funding is not available at this time.

Budget Request for 2015-2016 – Motion: Ellen made the motion that the committee request $155,000 in scholarship funding for 2015-2016 academic year. Seconded by Jane G. The increase is based on additional funding to support PTK scholarships and for scholarships for possible consideration for at-risk students who have proven themselves successful after first semester.

By-Laws Meeting – October 2, 2013
David distributed a summary of charges sent to the committee by the Board. From Board meeting minutes of May 8, 2013: “By-Laws committee has only 4 voting members and per By-Laws, committees shall have a minimum of 5 voting Board members. Article IX, Committees, Section: Composition (pg. 14 Operations Manual): “Committees shall have a minimum of five

95) voting members, except committees of the whole." Current committee membership consists of Norm Ellis, David Haggstrom, and Craig Clark (ex officio). Board resignations of Farwell and Locker decreased committee size. Need three more voting members. The College President generally serves on this committee, but due to Interim President Nixon's duties, she is not serving on this committee this year.

It is recommended that new Board members be assigned to the By-Laws committee. Additional recommendation is to include Norm in future meetings electronically by conference call or Skype, and to offer this option to new Board members who may wish to serve on the committee. It would offer convenience to members who may travel out of town for their jobs.

Candidates for Board – There are 2 Board vacancies. A possible candidate is Carissa Knapp (ASC '98), Second Assistant Allegany County Attorney. She can be reached at 585-268-9414 office or 585-610-7807 cell. Her email is carissamknapp@gmail.com. David thought that Scott Burt had suggested Jack Emrick. Mary to ask Julie. Another possible candidate would be Sandy Sawyer who was interested previously in joining the Board. She is the wife of the late Jim Sawyer, a former Board member. Mary to email this information to Julie to make contact with candidates.

Committee Service – From Board minutes of May 8, 2013: Board discussion: Change number of committees on which Directors must serve from two to one. This would require a By-Laws change. Discussion: It is difficult for members to understand how the Board operates if member serves on only one committee. Serving on two committees provides a different perspective of what goes on. Concerns were that it is difficult to work full time and serve in a volunteer capacity on the Board. Some Directors travel for their jobs and it is difficult for them to attend additional meetings. We do not want to lose Directors. Per the By-Laws, meeting participation can be by "means of a conference call, video conference or other similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such electronic means shall constitute presence in person at the meeting." The committee recommends that members continue to serve on two committees and when necessary, make appropriate arrangements for members to participate by electronic means of communication.

At the Finance meeting on September 24, recommendations were made that budget requests be submitted by February 28 rather than March 31 and Annual Meeting be held in June. Craig pointed out that it is not necessary to change date to February 28, because past practices indicates that budget were approved by Finance Committee in May and ready for July vote. Just change Annual Meeting date so budget approved by June 30.

Updates to Operations Manual regarding House Procedures, corrections and "cleaning up" is in process.

Property Meeting – October 22, 2013
House 53: Joe reported a good turnout for the Open House held on October 20. Participants and visitors to Ridgewalk saw the signs and stopped in to tour. One low offer received and we are in the process of confirming with Julie Hart that this offer is too low for a counteroffer.
Wellsville Campus Updates

Culinary Addition: No updates. It is on the Dean's Meeting agenda and on the Institutional Advancement list of projects and we continue to work with Seneca Nation as possible donor.

Workforce Development Building: Sprinkler system has been installed and students finishing up on the geothermal piping. Steel studs installed on second floor and working on concrete hallway for second floor. Students continue to work on both the Workforce Development Building and Pioneer Landing for laboratory hands-on projects.

Machine Tool and Welding Program Relocation: Dresser-Rand had requested that we move the Machine Tool program out of their facility. They originally requested that we move by January, but this is not possible with the delay from Dresser-Rand on support for the move and move date is planned for June 2014. Craig has sent Dresser-Rand written notification. The Activities Center/Gym on Wellsville Campus will be used as a temporary location, but it needs to be upgraded. The current electrical service and air handling system are not adequate for the programs. Joe is obtaining pricing on air handling exhaust systems and has an electrical contractor coming in to go through Center/Gym to plan what needs to be done and at what cost to bring the building up to electrical code standards. Once all quotes and costs associated with upgrade and move are received, they will be presented to the committee and Dresser-Rand for any possible assistance.

SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): This grant is for $15 million and Alfred as the lead institution will receive $4.5 million for a new facility in Wellsville for Advanced Manufacturing. Community Colleges will get their funds first. There may be issues with the Construction Fund, but it looks like it will be flexible enough to build on Wellsville Campus. As soon as money released from Empire Development, an architect will be hired and planning for building the Sustainable Advance Manufacturing Center (SMAC) will begin.

Wellsville Campus Projects: Joe reported that roof coatings at Building Trades building is complete and water tight. General Roofing will put new roof over stairway leading to second floor above Freshman Automotive.

Joe and Pat Barry have been contacted by Roy Lucas about the local Pink House built in 1868. The owners live in Ohio and would like someone to take over the house. They would provide an endowment for upkeep. Questions: Can this be a student educational project, i.e., hospitality program; a green project? What is the owners' goal, and would they include an endowment with enough funds to operate and maintain? Joe will contact the owners and ask them to provide a proposal for us to review and to allow committee to tour the house.

104 N. Main St. Wellsville: Joe contacted Village Electric and since electricity has been off for more than 30 days, it must be inspected. Billy Braun will inspect tomorrow. Downstairs has electrical service. Meeting is set for November 4 with Craig, Jeff, Scott, Literary West, BOCES and Salvation Army to discuss a project. We discussed the potential of disposing of the property if no plan materializes by end of calendar year.

34 Chestnut St., Andover: Lawn is mowed and gardens and brush cleaned up. Barb Davis took photos. Mary will contact Barb for photos and have flyers made up for local businesses through Dean's Office for particular businesses and the College. We agreed to not list and have open calls for rental from the public.

House Procedures: Mary updated these procedures with changes recommended by committee and to be current with latest technology available for advertising. Two styles were presented and the bulleted monthly style is preferred and procedures will go in Operations Manual.
Motion: Craig made the motion to accept the updated House Procedures and recommend to By-Laws committee for inclusion in Operations Manual; seconded by Casey. Motion carried unanimously.

Review of College Master Plan/Wellsville Campus Mossien Plan: Craig handed out copies of the 2003 Mossien Associates Architects, P.C. budgets from the Mossien Plan, Wellsville Campus Recommendations from the College Master Plan by WTW Architects, and Mossien Master Plan Site Plan for Campus of Applied Technology. The Mossien Plan was used as a guide to make decisions to develop and improve Wellsville Campus since 2003. Items completed include: Entranceway Arbor, planting of trees, main walkway leading to Electrical Building, Arbor and Forecourt, Pavilion, Entrance to Electrical Building and Administration Building timber frame arbor and brick walkway. In some areas much progress has been made, in others none. The Mossien Plan was incorporated into the College Master Plan, but the college-wide plan is dependent upon the State purchasing the Wellsville Campus. Ownership would allow state to proceed with capital improvements on the Wellsville Campus. The black and white copies provided were hard to read but gave a general idea of plans. Craig will get full size color copies made and mailed to members. Craig will also talk to Mossien Associates on the cost of an updated plan as current plan is 10 years old.

Finance Meeting – October 29, 2013
Operating Revenues: Checking Acct – $120,936.53; Investment Account Sage Rutty: $1,254,236.14; Cash from Dividends - $6,800.00. David can access the dividends to use for cash flow if needed. Committee recommends that these be used if needed.

Operating Budget: Line-of -credit: $300,000. Interest on L.O.C. is 3.75%. David has meeting set with Jim McCormick of Steuben Trust to discuss line-of-credit. Proceeds from House 52 sale used for payables. Still waiting for lease payment from state. Craig suggested that College negotiate a 3 or 5-year lease contract with the state and then we wouldn't have to submit request each year. David will meet and discuss with the college's comptroller. The $90,000 scholarship payment has not been made because the lease payment has not been received. David will ask Val to delay payment until lease payment is received.
Old Business

Status of Workforce Development Building: Work has stared on the walls for the second floor.

Wellsville Campus Projects: A roof coating on the Building Trades building is complete. A new roof will be put over the stairway leading to second floor above Freshman Automotive. At the request of the Property Committee, Craig is checking with Mossien Associates on cost to have 2003 Wellsville Campus Master Plan updated.

104 N. Main St. Wellsville: Craig, Jeff and Scott meet on November 4 with Literary West, BOCES and Salvation Army to discuss a possible project for the first floor of the building. If nothing materializes by end of calendar year, property will be sold.

34 Chestnut St., Andover: Lawn is mowed, and gardens cleaned up.

House #52 & 53: As reported under Operating Budget, House #52 has sold. House 52 removed from agenda. House Procedures Sale were updated and approved.

Machine Tool and Welding Program Relocation: Once all quotes and costs associated with the upgrade and move from Dresser-Rand facility to Activities Center/Gym on campus are received, they will be presented to the Property Committee, Finance Committee, and Dresser-Rand. Move is anticipated for June 2014.

Property Meeting – January 14, 2014
We have been discussing the SUNY 2020 funding for a new Sustainable Advanced Manufacturing Center for a while. The state SUNY 2020 funds will be used to build a new building on Educational Foundation land though the SUNY Construction Fund. As mentioned at property meeting the SUNY 2020 funding is based on a 30-year bond so the state needs a 30-year land lease to build on the Educational Foundation property. We need a motion to forward to the board. This is for a 3-acre parcel that is large enough for more than one building.

We discussed Start up NY at last meeting; this program is available for new start up or expanding businesses if new jobs are created. The start-up or expansion must be working with a SUNY College in identified tax free areas. The benefits to the business include exclusion from property tax and all state taxes. There are three ways areas that can be identified tax fee in the college plan. The first area includes renting or leasing college buildings or college land. The second is a buildings or lands adjacent to the campus. The third area is land or buildings within 1 mile of campus. In all cases the business must work with the college and have benefits and alignment with the college. For the college to participate we need a plan that includes either buildings or land identified as a tax-free area. We are proposing the 7-acres of land adjacent to the new SAMC in Wellsville to be in our initial plan. Acceptance by the Educational Foundation at this time only means this land is in the plan and available. The College and the Educational foundation need to agree on the business and the terms if a business is interested. It is important we have a plan and easiest to include this land at this time. One Start up NY option we have discussed at the property committee is a project with ESF and maybe BP on building a prototype bioenergy facility. That is currently under discussion but very preliminary and no other businesses are under discussion at this stage.

Finance Meeting – January 23, 2014
Operating Revenues: Checking Acct – $295,846.00; Investment Account Sage Rutty: $1,299,858.39; Dividends & Interest: $48,895.00. We have not reinvested dividend interest. David reported that lease payment for $647,036.05 for both fall and spring was received from SUNY on December 10. Line of credit was paid off.

Operating Budget: Scholarship payment for fall 2013 was made in the amount of $89,810.00. Remaining scholarship payment for spring 2014 is $58,190.00. To date expenses are $132,736.25. Amount budgeted for year was $284,872.81. There were no unusual account expenditures.

Status of Workforce Development Building: Work has started on the walls for the second floor.

104 N. Main St. Wellsville: A project with Salvation Army is in the works, but no details as of yet.

34 Chestnut St., Andover: PR Committee to promote this property and work with Human Resources.

House # 53: A purchase offer for $196,000 was received and will be voted on at Board meeting.

Machine Tool and Welding Program Relocation: Relocation from Dresser-Rand has been delayed.

SUNY 2020 Grant: In addition to the grant, Craig received another one-half million dollars for equipment. College is working with Construction Fund on details.

Lease: The College is in the 8th year of the 10-year lease process with SUNY for the Wellsville Campus. It is a 5-year lease and then five one-year renewable leases. Review of the lease by the college will begin in 2014-15. College will continue to discuss selling the campus to the state.

The Finance Committee made the motion recommending to the Board that the employee to replace Mary be paid for training not to exceed $1,000. Recommendation seconded by Julie. Passed unanimously.

Property Meeting – January 23, 2014
The Property Committee recommends to the Board that a 30-year land lease on the Wellsville Campus with the State of New York for the Sustainable Advanced Manufacturing Center building is acceptable and be pursued with the state. Seconded by Deb. Passed unanimously.

The Property Committee recommends to the Board that the 7-acres of land adjacent to the future location of the Sustainable Advanced Manufacturing Center be designated for the Startup New York Alfred State plan. Seconded by David. Passed unanimously.

The Property Committee recommends that we accept the purchase offer of $196,000 for House #53. Seconded by Terri. Passed unanimously.

Scholarship Meeting – February 17, 2014
Deb distributed the scholarship report summary of the 2013-2014 recipients. There were 448 scholarships awarded to new and returning academic and athletic talent grant recipients during the year. Of the 423 fall admission scholarship recipients 33 received a 4.0, 284 received a 3.0-3.99, 62 received a 2.5-2.9, 28 received a 2.0-2.49, 16 received a 1.0-1.99, and none received less than a 1.0 GPA. Of the total admissions scholarships awarded, 81 (19.1%) were ineligible

to continue receiving their scholarship for academic reasons. This represents a slight percentage decrease over fall 2012, which was 20.2%.

Admissions offered $169,000 to academically talented students and expended $85,000 resulting in a yield rate of 50 percent, which represents a decrease in the rate compared to last year. The total Ed Foundation allocation of $148,000 was divided as follows: Distinguished Scholarship Program - $40,000, Admissions - $83,000, and Athletics - $25,000. In September 2013, $10,000 was moved from Athletics to Retention. With the move to NCAA, no athletic talent grants were awarded to incoming freshmen which resulted in a significant reduction in the amount awarded.
The expenditure for 2013-2014 was $141,620 leaving a balance of $6,380. Actual expenditures were broken down as follows: Distinguished Scholarship Program - $40,000, Admissions - $85,000, Athletics - $6,620, and Retention - $10,000. Total funds awarded by the college equaled $3,328,444.27.
The Admissions office is in the midst of awarding scholarships for the 2014-2015 academic year. A report will be available at the next meeting

2015-2016 Budget Request – For 2015-2016, the committee requested $155,000 in scholarship funding, and increase of $7,000 (4.7%) from the current $148,000 allocation.

The increase will fund a Phi Theta Kappa Scholarship - By offering this scholarship, the College is listed in their publication and on their website. The goal is to bring in new students into 4-year programs, providing $2,000 per year.

Yield reports for the Excellence in Education, Presidential, All American and Academic Distinction scholarships were distributed and reviewed. Deb summarized each of the reports. Deb thanked Ellen for her work in compiling the reports.

$6,380 in Educational Foundation funds were not awarded due to NCAA regulations. Therefore, funding is available to be used for additional funding toward the Distinguished Scholarship Program. Motion: David made the motion that the remaining $6,380 be allocated for additional funding toward the Distinguished Scholarship Program. Seconded by Jane J. Carried unanimously.

Property Meeting – March 6, 2014
House 53: The purchase offer of $196,000 fell through so house is still on the market.
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Wellsville Campus Proposed Budget 2014-15: Over the last few years, money has been budgeted to finish the Workforce Development Building thus less money spent on the Wellsville Campus and needed projects are getting behind. The proposed budget addresses the following infrastructure needs. There have been ongoing heating issues this year in both Freshmen Auto and Culinary Arts. A new boiler is needed in the Computer Lab Building to allow full use of the building. Culinary Arts needs updating in both the student dining area and the fine dining area – carpet, paint and flooring in the dish room. David added that ACES is looking at new equipment to purchase for Culinary, but the current electrical may need some changes for the new equipment and will need to be modified. There are plans to update the equipment and serving line in the student dining area to make it more appealing to students and less industrial

looking. ACES can't invest in the infrastructure of the building; therefore, the electrical changes will be the responsibility of the Foundation. The $20,000 Culinary budget does not include electrical and mechanical upgrades. We anticipate minor changes can be part of the maintenance budget. Roof repairs are needed in Senior Auto as there are leaks in the second-floor classroom and in Freshmen Auto there is an ice damn problem that needs remedy. The Wellsville Student Activities Building needs repairs and updates. Doors need to be replaced on the second floor along with the suspended ceiling grid and tiles. Building Trades will be vacating the downstairs gym that they have used as a lab over the past few years. In this area, insulation in the ceiling is cracked and major work needs to be done on bathrooms and locker rooms. The President has spoken of the need to provide students on the Wellsville Campus with the same amenities available on the Alfred Campus. The goal is to provide students with a well-rounded educational experience. Other items are campus paving, emergency lighting, campus fire alarms, parking lot coatings, plumbing lab and storage room roof, 104 N. Main Street property, Andover property, campus maintenance, various room painting and Mossien plan update. Total 2014-15 proposed budget is $528,000 including Workforce Development Building. The budget for 2013-2014 was approximately $410,000.

Workforce Development Building: To date, approximately $1.8 million has been invested in this building. $1.2 million of that figure was supported through fund raising efforts. Once the sprinkler system is complete, the downstairs can be utilized. Steel decking, office doors, suspended ceiling grid all need to be done. We can continue to use as laboratory, but will not use for classes until we have a certificate of occupancy. Of the $528,000 proposed budget, $222,000 is earmarked for this building. Anticipated to be mostly complete at the end of next year.
Motion: Val made the motion that the proposed budget for $528,000.00 for the year 2014-15 for the Wellsville Campus be approved and forwarded to the Finance Committee. Seconded by Glen. All in favor. Carried.

Andover House: At the PR meeting held today, committee discussed developing a flyer on the Andover House to be distributed. Since the intent for the use of the house was as transitional housing for new faculty, we do not want to advertise the house to the general public. Therefore, the flyer can be developed but only made available to the college Human Resources Office and to Julie Hart for professionals at Jones Memorial Hospital. A discussion took place concerning the rent. It was originally set at $900 and many believe this is too high for the area. The rent was set at $800 plus utilities. The tenant will be responsible for lawn care and snow removal and general lawn/floor bed maintenance. Allowing pets is negotiable, but subject to a pet deposit and possible additional monthly fee. Any interested renters are to be screened through Craig. The Foundation is a not-for-profit organization so property is tax exempt.

Campus Projects: Pipes in the boiler room of Freshmen Auto were insulated to meet code requirements as was the equipment room in the Workforce Development Building. The epoxy floor in Automotive was replaced. Weather has had an impact on completing some projects budgeted for this year.

Workforce Development Building: Most of the blocks are up for the office spaces and painted. Work is being done on the suspended ceiling. Jeff reported that wiring had been inspected.

Once school is out, Dugan and Dugan will finish the steel work. Doors have been ordered for the office spaces.

Finance Meeting – March 25, 2014
Operating Revenues: Checking Acct – $250,957.73. The remaining scholarship payment for spring 2014 is $58,190.00. Investment Account Sage Rutty: $1,296,608.04; Dividends & Interest: $53,166.20.

Operating Budget: Remaining scholarship payment for spring 2014 is $58,190.00. Craig estimates the remaining expense for this budget year for the Workforce Development Building to be around $50,000. There were no unusual account expenditures.

Status of Workforce Development Building: Work continues on the second floor. Next phase is sprinkler system and for summer, stairwell and steel.

104 N. Main St. Wellsville: A project with Salvation Army is in the works. Once the Salvation Army knows what needs to be fixed and how much they need to invest to make the restaurant operational, they will present a business proposal. The Salvation Army plan to use the restaurant for a "meal a day" program. Julie reported on a conversation she had with local businessman John Richardson who would like to see the Foundation work with the community to develop a business at this property. The Foundation is a not-for-profit organization and we do not want to compete with local businesses. We do intend to fix up the façade of the building. It was recommended that we add "brand recommendation" to the building look. Once the upstairs apartment is fixed up, the intent is to rent it.

34 Chestnut St., Andover: Craig plans to follow-up with a possible renter. We are going on the third year of ownership of this property out of a 5-year agreement.

House # 53: A counteroffer of $185,000 was received from potential buyers to our $196,000 offer. The committee agreed that the lowest acceptable offer is $196,000. Accepting such a low figure would set a precedent for future home sales. The actual investment with ongoing expenses to maintain the house to date is $206,790.26. Equipment use listed on the budget sheet for House #53 is the cost of using the house as a learning lab for the students. Julie had asked Geralyn to estimate the cost of holding the property vs selling. Geralyn projected a "lost investment cost" as a loss of 2.5%, at about $5,000 per year ($416 per month). Line of Credit fees for the period that we used it, at the rate of 3.75%, or $7,500 per year ($625 per month). Gas and electric utilities for February were $150. So, it could possibly be costing as much as $1200 per month for holding it.

Machine Tool and Welding Program Relocation: Relocation from Dresser-Rand has been delayed.

SUNY 2020 Grant: College is making progress with the architect and plan to break ground in summer with planned occupancy one year to a year and half.

Budget Requests for 2014-15 (summary sheet attached): David presented a preliminary 2014-15 budget incorporating all requests received. Line item 686- Real Estate Taxes is fire

protection. Line item will be changed to read: “Real Estate/Fire Protection.” Any rent received from Andover property will be moved into income. David reported there is an insurance increase because we changed carriers. It is a one-year policy with no increase in the next two years. The $2,500 budgeted for “Taste of Wellsville” in the 2013-14 budget will not be used this year. Discussion notes: Val reported that the Wellsville lease is a line item in the Alfred State College Operating budget. The move from Dresser-Rand is not a capital project, just a goal to move from Activities Center to the new building when it is completed. Craig discussed the Wellsville Campus budget. Over the last few years, money has been budgeted to finish the Workforce Development Building so it could be used as a student learning lab thus less money has been spent on campus projects. Paving was not done last year so it needs to be done this year at a cost of $95,000. The Activities Center will no longer be used as a Building Trades lab and needs repairs and update, particularly to the bathrooms and student lounge area. President Sullivan would like to provide students on the Wellsville Campus with the same amenities as are available on the Alfred Campus. Culinary Arts needs updating as décor is dated. A.C.E.S. is looking to purchase new equipment and update the student dining serving line. Work will need to be done at both 104 N. Main Street property in Wellsville and the Andover property. Craig projects another two years will be needed to finish the Workforce Development Building with approximately $222,000 for work done by outside contractors. The total proposed Wellsville Campus budget is $528,000. The Scholarship Committee budget is $148,000 for 2014-15 recruiting with a request for $155,000 for the 2015-16 recruiting season. Val reported that scholarship funding comes directly from the college’s operating budget reserves. The college never made the advances in fundraising that was intended and trying to find sources other than state dollars is not happening at this time. The Foundation budget for 2014-15 is $763,786.05 with a deficit of $109,855.49. The Foundation’s finances are sound and there is enough in reserves to cover the deficit. The committee directed David to finalize budget for April 8 meeting.

Unrestricted Endowment held by Development Office: Per the March 4th memo received from Colleen Argentieri, the market value of this account (#50010) is $81,282. There is $3,725 available for use for 2014-15 academic year and another $1,500 is available for use until June 30 for this academic year. After discussion, the committee is in agreement to utilize the $81,282 for scholarships.
Motion: Julie made the motion that the committee recommends to the Board that the $5,225 available funds in the Unrestricted Endowment account be used for scholarship funding. This figure represents the $3,725 available for 2014-15 academic year and the $1,500 that is available for use until June 30, 2014. It is further recommended that $4,775 be accessed from the $81,282 held in the Unrestricted Endowment account and added to the $5,225 bringing the total amount to $10,000 to be used for scholarships for this academic year and 2014-15. Further, each year $10,000 is to be accessed for scholarship funding from this Unrestricted Endowment Account #50010 held by the Development Fund Office until the account is depleted. Seconded by Ellen. All in favor. Carried unanimously.

Support Program Request from Alfred State SAE – 2014 Baja SAE UTEP – This request is for $4,000 and would be accessed from Board Discretionary in the 2013-14 budget. David reported that there is $4,200 in the Board Discretionary account. The Alfred State S.A.E. Student Chapter is committed to participating in the 2014 Baja SAE UTEP competition in El Paso, TX from April 24-27. The team must design and build a small four-wheeled, single seat vehicle

designed for off-road recreational use to compete in various events and competitions. Craig reported that Sean Haggerty and students in the Motorsports program designed the vehicle so it is has been a collaborative project with Mechanical Engineering students. He recommends that the committee support this project.
Motion: Val made the motion that this Support Program request for $4,000 be recommended for approval to the Board with funding to be accessed from Board Discretionary. Seconded by Craig. All in favor. Motion carried unanimously.

Charlie Orlando Memorial – Julie announced that a memorial will take place this spring for Charlie and the Foundation should be represented at this event. Craig will plan to attend.

By-Laws Meeting – April 2, 2014
It was recommended that new Board members be assigned to the By-Laws committee. The committee welcomes Carissa Knapp and Sandy Sawyer. Ellen had filled in as a committee during the interim “shortage” of committee members and now will step down.

Committee Service – David presented the committee with a list of Board members’ service on committees. Some Directors serve on one committee; others serve on two committees. Mary will bring copies of this list to the Board meeting for discussion. Discussion: It is difficult for members to understand how the Board operates if a member serves on only one committee. Serving on two committees provides a different perspective of what goes on. Concerns were that it is difficult to work full time and serve in a volunteer capacity on the Board. Some Directors travel for their jobs and it is difficult for them to attend additional meetings. We do not want to lose Directors. Per the By-Laws, meeting participation can be by “means of a conference call, video conference or other similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such electronic means shall constitute presence in person at the meeting.” The committee recommends that members continue to serve on two committees and when necessary, make appropriate arrangements for members to participate by electronic means of communication.

Review of Operations Manual – Ellen reviewed the manual and committee discussed changes and made recommendations. Majority of changes were grammar, punctuation, page numbering and/or minor revisions. Further clarification is needed for "Part V – Policies and Procedures for Accounting, V.b.2. – Operations Fund. What is the “Common Fund” that is referenced? Mary to send message to David Sengstock for clarification. Under V.e. – Procedures for Expenditure Process” – is this still accurate information? Again, Mary to send to David Sengstock for further clarification. Mary will make all changes and email to committee before printing for all.

Staggering Terms of Officers – Nominations and elections of officers will be upcoming. The committee recommends staggering the terms of officers for better continuity. David Haggstrom will bring this to the Board meeting for discussion. Current officers asked that other Directors be encouraged to submit their names to run for office.

Elected Directors – Norm has submitted his name for the Faculty Senate elections. Deb Goodrich did not as she is now management confidential and ineligible to run. Peter McClain has submitted his name for the Faculty Senate election position previously held by Deb. Deb serves as chair of two committees – Scholarship and PR. Her term on the Board expires June

30. She can still attend Board meetings as they are open meetings but cannot vote. She could remain chair of the committees, but chairs of committees usually serve on the Board so they can give committee reports. How would this work?

Board Meeting – April 8, 2014
Norm made the motion that Article IX, Committees, Section 1 that it is changed to read, "All members of the Board of Directors shall be encouraged to serve on at least two standing committees, but it is not required." Seconded by Patrick. All in favor. Passed unanimously.

The Finance Committee recommends to the Board that this be approved for $4,000 and accessed from the 2013-14 Board Discretionary funds. Seconded by Ellen. All in favor. Carried unanimously.

The Finance Committee recommends to the Board that the $5,225 available funds in the Unrestricted Endowment account be used for scholarship funding. This figure represents the $3,725 available for 2014-15 academic year and the $1,500 that is available for use until June 30, 2014. It is further recommended that $4,775 be accessed from the $81,282 held in the Unrestricted Endowment account and added to the $5,225 bringing the total amount to $10,000 to be used for scholarships for this academic year and 2014-15. In future year $10,000 to be accessed for scholarship funding from this Unrestricted Endowment (Account #50010 held by the Development Fund Office until the account is depleted. Motion seconded by George. All in favor. Passed unanimously.

The Finance Committee recommends to the Board that the budget request of $155,000 for Scholarships for the 2015-16 recruiting year be approved. Seconded by Deb. All in favor. Carried. The Finance Committee will recommend the budget to the Board for approval at its Annual Meeting in June.

George made the motion that the Foundation exercises its option to no longer have a representative from the Board serve on the Development Board. A written or oral report from the Development Fund is all that is required. Seconded by David Haggstrom. All in favor. Passed unanimously.

Finance Meeting – April 8, 2014
Operating Revenues: Checking Acct – $237,583.78. Investment Account Sage Rutty: $1,313,095.98; Dividends & Interest: $53,166.20.

Operating Budget: The remaining scholarship payment for spring 2014 is $58,190.00. There were no unusual account expenditures.

Sage Rutty Presentation: This will be postponed until the September meeting.
Old Business

Status of Workforce Development Building: Work continues on the second floor. Once school is out additional work will continue with outside contractors.

Wellsville Campus Projects: Paving of parking lots will start soon.

104 N. Main St. Wellsville: The Salvation Army will use the restaurant for a “meal a day” program and plans to move in and pay utilities for the downstairs restaurant area. New restaurant equipment will not be purchased as Salvation Army will seek donated items. Once the upstairs apartment is fixed up, the intent is to rent it.

34 Chestnut St., Andover: The house has been rented by a College employee with a one-year lease. Rent is $800/month.

House # 53: A counteroffer of $185,000 was received from a potential buyer to our $196,000 offer. The committee agreed that the lowest acceptable offer is $196,000. Craig contacted the potential buyers giving them this information and has yet to hear back from them.
An Open House is planned for April 26, from noon-2:00 p.m. This coincides with the annual Trout Derby.

Machine Tool and Welding Program Relocation: Relocation from Dresser-Rand has been delayed. Craig anticipates the programs will be moved from Dresser-Rand by December 2015. Architects are coming on board this month with designs for the new building which will house these programs.

SUNY 2020 Grant: The Board had previously agreed that 7 acres of land adjacent to the Sustainable Advanced Manufacturing Center (SAMC) to be built be designated as a Startup NY site. Craig discussed a project headed up by Preston Gilbert from SUNY ESF who has developed a process to refine chemicals and other products out of forests in Allegany and Cattaraugus County. This is a way to use the natural resources of the Southern Tier. Mr. Gilbert has approached the college about using this acreage to build the biorefinery facility. State, Federal, ARC and WNY Regional Council grants are being investigated for the pilot plant. Additionally, a skilled workforce would be needed for this industry. (For further details about this bio-refinery project, read the article that appeared in the Olean Times Herald newspaper, March 1, 2014 edition)

Budget Requests for 2014-15: David presented the 2014-15 budget incorporating all requests received and recommendations from the March 25 meeting. The committee directed David at the last meeting to finalize the budget for this meeting. The budget for 2014-15 is $763,786.05 with a budget deficit of $112,855.49. The approximate $100,000 increase in the Wellsville Campus budget request reflects the need to update Culinary Arts and repair and refurbish the Student Activities Center along with needed campus projects that had been postponed while work was done on the Workforce Development Building. The Foundation’s finances are sound and there is more than enough in the investment account to cover the deficit. If House #53 sells, then the investment account will not need to be accessed. Additional income is expected with rental income from the Andover property and the apartment at 104 N. Main, Wellsville.

PR Committee Annual Report
Press releases were sent out for each Educational Foundation scholarship recipient.
Additional press releases were sent out on behalf of the Educational Foundation for:
- New Board Members (September and January)
- Board Officers

- Open House for House #53 (October and April)
- Work Grant (scheduled for June)

Press releases were added to the Ed Foundation and college-wide web site.

Bio sheets and photos were maintained for all Ed Foundation Board members.

Hosted two open houses for House #53 – one in conjunction with the October college-wide open house and Ridgewalk and the second in April in conjunction with the Trout Derby.

Flyers were created to advertise the House #53 open house events and were distributed at the Ridgewalk and Trout Derby.

Prospective students and their families were invited to visit House #53 during the fall college-wide open house program.

During the month of May, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.

The photo gallery of homes was updated when new photos were available on the Educational Foundation web site and is linked to the Building Trades department web page. These photos were also uploaded to the College's Flickr account.

A cornerstone indicating the date and "Educational Foundation, Alfred State College" is planned to be installed at Pioneer Landing.

Scholarship Committee Annual Report
The Ed Foundation scholarship allocation for 2013-2014 was $148,000, which was the same as the 2012-2013 allocation. The initial breakdown for scholarship allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	83,000	Admissions
o	25,000	Athletics
	$ 148,000	TOTAL ALLOCATED

In September 2013, $10,000 was moved from Athletics to Retention.

With the move to NCAA, no athletic talent grants were awarded to incoming freshmen, which resulted in a significant reduction in the amount expended. The final balance was $6,380. This balance was directed to the Distinguished Scholarship Program.

- The final distribution of 2013-2014 scholarships was as follows:

o	$ 46,380	Distinguished Scholars
o	85,000	Admissions
o	6,620	Athletics
o	10,000	Retention
	$148,000	TOTAL EXPENDED

Ed Foundation scholarships were awarded to 448 new and returning students during the academic year, compared to 409 in the previous year.

Of the fall recipients, 75 percent received over a 3.0 grade point average. Eighty-one students (19.1 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight decrease compared to last year (20.2 percent ineligible in 2012-2013).

A Phi Theta Kappa scholarship was created in order to attract additional transfer students into baccalaureate programs. This is a $2,000/year award. By offering this scholarship, the College is listed in the Phi Theta Kappa publication and on their website. This scholarship is categorized under the Ed Foundation admissions scholarships.

A request for $155,000 scholarship allocation for the 2015-2016 budget year was submitted to the Finance Committee.

In April 2014, approval was given to use the Unrestricted Endowment account, held by the Development Fund Office, for scholarship purposes until the account is depleted.

Board Meeting – June 17, 2014
The Finance Committee recommends the acceptance by the Foundation of the 2014-2015 balanced budget of $772,586.05. The committee agreed that the $102,255.49 deficit in the budget would be taken from reserves. David Haggstrom made a motion to accept the budget as presented. Seconded by Terri Ross. All in favor. Passed unanimously.

Scott Burt made the motion to appoint Mary Scholla as Operations Manager effective July 1, 2014. Seconded by Terri Ross. All in favor. Carried unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2013-2014

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex Officio (2014)
Patrick Barry, Friend of College, (2013)
Scott Burt, Friend of College, (2012)
Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
Mary Fagan, Operations Manager (2003)
George Goetschius, Alumni – (1997)
Deborah Goodrich, Alfred College Faculty (1999)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Friend of the College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Valerie Nixon, Executive Vice President, Ex Officio (2005)

Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of the College, (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Non-Board Committee Members:
Glenn Brubaker, Facilities Director, Property Committee
Rose Cook, Finance Committee, ACES
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Jane Jamison, Scholarship Committee
George "Joe" Richardson, Property and Public Relations Committees, Building Trades Department
Debra Root, Public Relations Committee, Sr. Director of Marketing Communications

Board Updates
Board of Directors met: September 26, 2013, October 29, 2013, January 23, 2014, February 25, 2014, March 25, 2014, and April 8, 2014

Peter McClain was elected to a five-year term to the Board of Directors through the Faculty Senate elections in May 2014 and will be appointed to Board effective July 1, 2014. He will replace Deborah Goodrich who will serve as chair of PR and Scholarship committees, but without the voting privilege of a full board member

Sandy Sawyer and Carissa Knapp joined the Board of Directors this year as Friends of the College and Skip Sullivan is the new President of Alfred State.

Mary Fagan will resign as Operations Manager June 30, 2014 and Mary Scholla will be appointed as Operations Manager.
BY-LAWS COMMITTEE –David Haggstrom, Chair
By-Laws Committee met October 2, 2013; April 2, 2014

- Committee goals for 2012-13 remain in place for 2012-13.
- Recommended two Board vacancies be filled by Carissa Knapp and Sandy Sawyer, both in the Friends of the College category. Both will serve on the By-Laws Committee, bringing committee membership to full strength.
- Regarding committee service, brought forward a motion at April 8 full board meeting to amend the appropriate article of the By-Laws to read that all Directors be encouraged to serve on two standing committees, but that only service on one committee is required.
- Recommended that terms of office for officers (now two years) be staggered to allow for continuity, and that one officer, Vice President, be elected for a one-time three-year term at next election.
- Noted that terms will expire June 30, 2014 for these directors:

Faculty category—Norm Ellis, Deborah Goodrich. Ellis is a candidate for re-election. Goodrich no longer is eligible since her position as Associate V.P. for Enrollment Management is management confidential. Recommended that she continue to serve as chair of Scholarship and PR committees, but without the voting privilege of a full board member. Peter McClain is the other candidate in the Faculty category.

Friend category—Patrick Barry
Alumni category—George Goetschius

FINANCE COMMITTEE – Geralyn Gough, Chair
Finance Committee met: April 8, 2014, March 25, 2014, January 23, 2014, and October 29, 2013

Student Support Program Requests Funded:
Alfred Community Garden ($200) – This project was under direction of Center for Sustainable Agriculture and served as a launching pad for service-based learning projects, civic engagement, and hands on agriculture project.

Baja Competition – School of Architecture, Management & Engineering Technology ($4,000) – Students go beyond textbook theory designing, building and testing performance of a real vehicle and designing an off-road vehicle to survive severe terrain competing against other teams.

Budget 2013:

Investment Account Balance (Sage Rutty):	$1,313,095.00 (April 30, 2014)
Checking Account Balance:	$ 143,540.00 (April 30, 2014)
Line of Credit:	Paid off in February

The operating budget was $717,893.00 for 2013-14. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, PR, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $148,000 for 2014-15 year and committee.
Committee accepted a purchase offer of $196,000 for House #52 on Foundation Drive, Meservey Hill Heights. House #53 did not sell and selling price is set at $196,000.

Unrestricted Endowment Account: The $5,225 in this account will be used for scholarship funding. It was further recommended and approved by Board that $4,775 be accessed from the $81,282 held in the Unrestricted Endowment account and added to the $5,225 bringing the total amount to $10,000 to be used for scholarships for this academic year and 2014-15. In future years, $10,000 to be accessed for scholarship funding from this Unrestricted Endowment (Account #50010) held by the Development Fund Office) until the account is depleted.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Budget 2014-15
The committee recommends the budget of $763,786.05 for 2014-15 with a deficit of $113,855.49. The Foundation's finances are sound and there is more than enough in the Investment Account to cover the deficit. Additional income is expected with rental from 34 Chestnut St., Andover, NY property ($800/month) and 104 N. Main St., Wellsville property. Committee approved and recommended $155,000 for 2015-16 Scholarship funding.

PROPERTY COMMITTEE – George Goetschius, Chair
Property Committee met: September 19, 2013, October 22, 2013, January 14, 2014, January 23, 2014, and March 6, 2014.

The Wellsville Campus Budget for 2013-14 was: $426,000.00
The Wellsville Campus Budget request for 2014-15 is: $528,000.00

Wellsville Campus Projects: The Workforce Development building continued to be the main focus of campus projects this year. To date $1.8 million has been invested with $1.2 million raised through fund raising efforts. Enough work has been completed that it can continue to be used as a laboratory for construction purposes, but will not be used for classes until a certificate of occupancy is received. The China Decathlon home replica was built in this building. Committee continues to work with Culinary Arts seeking donors for the Culinary Arts addition. The Machine Tool and Welding programs will be moved from the Dresser-Rand facility once the Sustainable Advanced Manufacturing Center is completed using state funds from a SUNY 2020 grant.
Meservey Hill Subdivision: House #52 sold for $196,000. House #53 has yet to sell and selling price was set at $196,000. Open Houses were held in May, October and April. House procedures were updated and houses posted on www.zillow.com and the posting added to college website.
Properties Owned by Foundation: A lease was prepared and rent set at $800/month plus utilities for the 34 Chestnut St., Andover, NY. Property improvements to the upstairs apartment at 104 N. Main St. Wellsville include painting, cleaning, and minor electrical work and inspecting hot water tanks so it can be rented. The property in Andover has been rented for $800 plus utilities and a one-year lease signed. The Salvation Army is working on a business plan for the restaurant located at 104 N. Main St.
College Master Plan/Wellsville Campus Mossien Plan: The Mossien Plan has been used as a guide to make decisions to develop and improve the Wellsville Campus since 2003. In some areas much progress has been made. The plan was incorporated into the College Master Plan. The plan is 10 years old and future plans include having it updated by Mossien Architects.
SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): Alfred is the lead for this grant and received $4.5 million for a new facility in Wellsville for a Sustainable Advanced Manufacturing Center. A 30-year land lease is in process of being signed by the State for the land where the facility will be constructed.
Start-Up NY: This is a program available for new start up or expanding businesses if new jobs created. Committee agreed that 7-acres of land adjacent to the future Sustainable Advanced Manufacturing Center be designated as a Start-up NY available site. The College and Educational Foundation will have to approve any use of the land.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair
- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
  - New Board Members (September and January)
  - Board Officers
  - Open House for House #53 (October and April)
  - Work Grant (scheduled for June)
- Press releases were added to the Ed Foundation and college-wide web site.

- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Hosted two open houses for House #53 – one in conjunction with the October college-wide open house and Ridgewalk and the second in April in conjunction with the Trout Derby.
- Flyers were created to advertise the House #53 open house events and were distributed at the Ridgewalk and Trout Derby.
- Prospective students and their families were invited to visit House #53 during the fall college-wide open house program.
- During the month of May, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.
- The photo gallery of homes was updated when new photos were available on the Educational Foundation web site and is linked to the Building Trades department web page. These photos were also uploaded to the College's Flickr account.
- A cornerstone indicating the date and "Educational Foundation, Alfred State College" is planned to be installed at Pioneer Landing

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

- The Ed Foundation scholarship allocation for 2013-2014 was $148,000, which was the same as the 2012-2013 allocation. The initial breakdown for scholarship allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	83,000	Admissions
o	25,000	Athletics
	$ 148,000	TOTAL ALLOCATED

- In September 2013, $10,000 was moved from Athletics to Retention.
- With the move to NCAA, no athletic talent grants were awarded to incoming freshmen, which resulted in a significant reduction in the amount expended. The final balance was $6,380. This balance was directed to the Distinguished Scholarship Program.
- The final distribution of 2013-2014 scholarships was as follows:

o	$ 46,380	Distinguished Scholars
o	85,000	Admissions
o	6,620	Athletics
o	10,000	Retention
	$148,000	TOTAL EXPENDED

- Ed Foundation scholarships were awarded to 448 new and returning students during the academic year, compared to 409 in the previous year.
- Of the fall recipients, 75 percent received over a 3.0 grade point average. Eighty-one students (19.1 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight decrease compared to last year (20.2 percent ineligible in 2012-2013).
- A Phi Theta Kappa scholarship was created in order to attract additional transfer students into baccalaureate programs. This is a $2,000/year award. By offering this scholarship, the College is listed in the Phi Theta Kappa publication and on their website. This scholarship is categorized under the Ed Foundation admissions scholarships.
- A request for $155,000 scholarship allocation for the 2015-2016 budget year was submitted to the Finance Committee.
- In April 2014, approval was given to use the Unrestricted Endowment account, held by the Development Fund Office, for scholarship purposes until the account is depleted.

2014-2015 Educational Foundation of Alfred, Inc.

Property Meeting – September 18, 2014
House 53: The sale fell through. Over the summer the home was shown a few times. Peter noted the Public Relations committee, at their meeting on September 8, agreed to have an Open House the same day as Alfred State's Open House and the Ridge Walk, on October 19. An ad has been purchased for the Ridge Walk brochure and a couple other ads will run the Wellsville Daily reporter prior to the Open House. Craig will see that the property gets back on Zillow. Committee will discuss at a future meeting whether home should be listed with a realtor.
Wellsville Campus Projects

Workforce Development Building: committee was updated on progress. Steel is up for second floor; doors and frames have been installed; hallways have been painted; the ceiling grid is in place; they are continuing to work on cement block. Electricians are working on sub panels and conduit; stairs are being installed at both ends of the corridor. Expect elevator to be completed next summer.

Machine Tool Program Relocation: There is a meeting scheduled for October 7 for the first phase of design. Still on target to go out to bid end of this year and be in operation by Fall 2016. Dresser Rand is looking to rent space (previous RMT building) for a big project they have coming up. Committee will need to discuss financing when the time comes, but noted it will be cheaper for us to pay the rent than to move. George mentioned receiving the Ground Lease Agreement. Craig noted it was also sent to Julie Hart and she will forward it to the lawyer.
Motion: Patrick made the motion that we permit the use of the 7 acres adjacent to the new building to be used for lay down space during the construction, with the condition the property is returned to its normal state. Seconded by Peter. All in favor. Carried. This will be brought to the full board.

Culinary Arts Addition: No movement. Plan is to raise more funds. Have met with the Senecas and they have offered scholarship for students. Will continue talks with them in the future.

Campus Summer Maintenance Projects: Parking lot has been paved. Improvements to the SAC are in progress, including bathrooms being renovated; walls have been recoated, toilets installed; new ceiling tile and new doors installed. The gym has been cleaned with a pressure washer. Still deciding what to do with the gym floor. Upstairs doors have been replaced; walls painted; ceiling tiles are being replaced. Work has also been done in the Foundation Room including wallpaper removal and walls painted, new tiles and carpet for fine dining area. Still looking at different lighting for the room.

Property at 104 N. Main Street: Awning has been taken down. Craig noted there is minor renovation needed. The arrangement with the Salvation Army fell through due to their inability to get funding. Discussion about the property will need to take place. It was noted President Sullivan would like to see it as a front office for the Wellsville campus with a coffee-shop.

34 Chestnut Street - Andover House: The house is rented. It was noted the Town of Andover is undergoing reassessment of all properties for 2015.

Review of College Master Plan/Update of Wellsville Campus Mossien Plan: Craig has talked to Dan and he will give Craig some tentative dates he can come down to update his last plan. The cost of the update is $21,500 and it has been budgeted for.

Joe informed the committee that Pioneer landing is going to be shut down. With the current budget situation, President Sullivan doesn't want to put the money into the project at this time. Students will be installing the rest of the windows and siding and finishing the shingling to close up the building. Joe noted students have been clearing land on the next lot on Meservey Hill, and would like to get permission to put in a drive way. Cost would be minimal, just the sluice pipe. If they can put in the driveway this fall while the ground isn't too wet, they would be able to continue clearing the land in the spring. Joe noted that faculty would like to look at single story home plans or a layout similar to House #48. Joe indicated the students have enough work for this year with the Solar Decathlon house, Gills Hills has cabins they would like built, there are some projects on campus, and Joe has had conversations with Potter County Habitat for Humanity looking to see how or if our students could help them. Joe will continue those conversations.

Motion: Glen made a motion to recommend to the board that the students be given approval to start the driveway for the next house. David seconded. All in favor. Motion carried. Craig will bring up at the board meeting.

Review of Goals: Goals were reviewed, and it was agreed they will remain the same for 2014-15. Craig will get a proposal from a land surveyor to divide up the 80 acres of land.

Scholarship Meeting – September 22, 2014
Deb distributed the summary of the 2014-2015 Educational Foundation scholarship awards. The Ed Foundation allocated $148,000 for scholarships which is broken down as follows: $40,000 for the Distinguished Scholars program and $108,000 for admissions scholarships. To date, $157,120 has been awarded for the academic year. In addition to the $40,000 support for Distinguished Scholars Excellence in Education scholarship, total awards were divided as follows: $110,000 in admissions scholarships awarded to 96 students and $2,620 in athletic scholarships awarded to one student, and $4,500 in retention grants awarded to nine students. Note: During the review of scholarships, it was realized there was one student still eligible for the athletic scholarship. It was also noted this will be the last one. That athletic award came from the admissions scholarships. Total funds awarded by the college equaled $4,594,833.61. This is up from $3,585,217.75 awarded last year. We are currently over-awarded by $9,120, but this is right where we want to be. Our yield is 58% compared to last year's 57%. Deb noted the campus has seen a significant increase in enrollment this year; we are up 142 in continuing/returning students.
Old Business

Budget for 2015-2016: the committee has been allocated $155,000, a $7,000 increase.
The Admissions office has begun receiving applications, so scholarship review will begin, and decisions will be going out.

Unrestricted Endowment Account: Scholarships awarded last year were approximately $3.2 million and this year we're at $4.6 million. Everyone is looking for ways to continue offering scholarships but make it so they are manageable. For example, ACES has lowered the meal plans to 14; for 2015-2016, high school averages have been raised one point for each scholarship and SAT scores have been raised by 50 points each: 94 average for the Excellence in Education (1250 SAT); 91 for Presidential (1200 SAT); and 89 for the All-American 1150 SAT). The campus portion of the scholarships is currently over $926,000. Deb explained the TAP credit in which the campus is also responsible. The "TAP gap", currently costs the college another $900,000. Deb explained that the campus portion will continue to increase as tuition increases because the state gives a maximum of $5,000 for students eligible for full TAP and that amount will remain the same. Alfred State's tuition is currently $6,170 per year and is raised $300 each year. The college is looking to re-direct funds to in order to keep the scholarships, knowing that to discontinue scholarships will be detrimental to our enrollment and to our programs. Deb was asked by the Executive Vice President to discuss with the committee the possibility of redirecting the $10,000 in retention scholarship money back to the Excellence in Education Tuition Overaward. The committee discussed extensively whether or not to redirect the $10,000. Motion: David made a motion in favor of re-directing the $10,000 to the Excellence in Education scholarships for 2015-2016. There was no second. A suggestion was made to bring this topic back for discussion in the Spring.

New committee member recommendation: At the June meeting, Deb asked the committee to consider adding Kathy Markel to the committee. David checked the By-Laws and the policy would allow her to be added as an ad-hoc member. Motion: Jane G. made a motion to add Kathy Markel as an ad-hoc member of the Scholarship Committee. Jane J. seconded. All in favor. Motion carried. Deb will bring to full board at tomorrow's meeting.

Finance Meeting – September 23, 2014
Operating Revenues: Checking Acct – $36,395.67. Investment Account Sage Rutty: $1,363,747.08; Dividends & Interest: $57,571.20. Balance on LOC - $250,000.00 at 3.25%.

Operating Budget: David has had conversations with Glen Cline and Val noted the budget has been approved out of Albany, so they feel lease payment will be released in the near future. David received request for fall scholarship payment in the amount of $96,310. Val sees no problem waiting to pay scholarships until lease payment is received. Craig notified committee that Dresser Rand has a large project and needs space. Since we are still in their facility, they will need to rent space. Craig noted Dresser is leasing the old RMT building for $5,833 per month. Craig indicated Dresser didn't charge us rent until 5 or 6 years ago. This expense is not in the budget for this year. A discussion followed as how best to cover this lease expense and the deficit we are running. Geralyn stated that since we are rebalancing the investment account, now would be a good time to withdraw some of the funds. Motion: Julie made a motion that we withdraw $170,000 from our investment account to cover the deficit ($112,000) along with the $55,414 to cover the 9-month lease to Dresser. Ellen seconded. All in favor; motion carried. With this withdrawal, it will bring our portfolio down to approximately $1.2 million. This motion will be brought to the board meeting tonight.

Status of Workforce Development Building: Progress continues. Steel is up for second floor; doors and frames have been installed; hallways painted, ceiling grid in place, work continues on

concrete block walls on first floor and steel studs on second floor. Stairs are being installed at both ends of the corridor and expect elevator to be installed next summer.

Wellsville Campus Projects: Paving of parking lots has been completed for $89,500.

104 N. Main St. Wellsville: The arrangement with the Salvation Army fell through due to their inability to get funding. The awning has been removed and will be replaced. Craig noted there is minor rehab needed in the building, and students will complete that this fall. Skip would like see the building used to have an Alfred State presence downtown. The upstairs will be renovated and the intent is to rent it.

34 Chestnut St., Andover: The house has been rented by a College employee with a one-year lease.

House # 53: The PR Committee has spent their budget on advertising for this house to try to sell. An Open House will be held on 10/19 to coincide with the Ridge Walk and Alfred State's Open House.

Machine Tool and Welding Program Relocation: Have a meeting scheduled for October 7 for first phase of design. On target to go out to bid by end of year and be in operation by January 2016.

SUNY 2020 Grant: The Board had previously agreed that 7 acres of land adjacent to the Sustainable Advanced Manufacturing Center (SAMC) to be built be designated as a Startup NY site.

Goals for 2014-15: the 2013-14 goals were reviewed. It was agreed to keep the same goals for 2014-2015.

Dealership License: Craig informed the committee that the Educational Foundation always had the dealership license. The Ed Foundation would buy wrecked cars and the automotive department would rebuild and the Ed Foundation would sell. When the laws changed and we needed to use new air bags, it became too costly, and the used car market deteriorated. The automotive department then began refurbishing donated cars, and the Development Fund felt it was better to go through Institutional Advancement. They can only get rid of five cars per year, and they have over 40 cars. Craig further explained there is no cost to the Ed Foundation; it is just a pass through. It is the consensus of the Finance Committee to allow the automotive department use of our dealership license and to have David create a separate line item in the budget for this.

Craig informed the committee that students would like to begin preparing for the next house. They would like approval to put in a driveway this fall, so clearing of the land can be completed by end of spring semester.

Board Meeting – September 23, 2014
The Scholarship committee recommends to the Board that Kathy Markel, Associate Director of Admission be appointed to the Scholarship Committee as an ad-hoc member. Kathy is in

charge of scholarships in the Admissions office. Terri seconded the motion. Passed unanimously.

The Finance Committee recommends to the Board that $170,000 be withdrawn from the investment account to cover the budget deficit and the lease payments for the Dresser Rand space for the next nine months. David seconded. Motion passed unanimously.

Property Committee Meeting – December 10, 2014
Craig Clark made a motion to list House #53 with Middaugh Real Estate for 6%, leaving the asking price at $225,000. Jeff Stevens seconded the motion. All in favor; motion passed.

Glenn Brubaker made a motion to accept the single-story floor plan for House #54. Norm Ellis seconded the motion. Motion passed unanimously.

Finance Meeting – February 3, 2015
Operating Revenues: Checking Acct – $252,000; Investment Account Sage Rutty: $1,149,000.00; Cash from Dividends - $56,000.00. $130,000 sitting in investment account as cash. The $110,000 to balance the budget has not yet been needed yet.

Operating Budget: Lease payment was received on January 14 in the amount of $323,000. The $96,000 fall scholarship payment has been made. Rose noted that she received a tax bill from the Village of Wellsville. Investigation revealed it was from a $686 unpaid utility bill from last March. Val will follow up and make sure the bill is paid so not to incur any penalties.

Status of Workforce Development Building: Second floor will be poured in the next couple weeks. Stairs are complete on both sides. Finishing block work. The major work should be completed by the end of the semester. Elevator to be installed over the summer.

Wellsville Campus Projects: New heating system was installed in the old Building Trades building. The upstairs renovations in the Student Activities Center are complete. The gym floor will be refinished over spring break. Dan Mossien attended the last Property Committee meeting. He will return to campus this spring to meet with campus personnel to begin the process of updating the Master Plan.

104 N. Main St. Wellsville: Discussions of possibly moving a senior baking lab into the space have taken place. Equipment will be the major expense at approximately $100,000. With this baking lab, enrollment could possibly double for the baking program. The second floor is ready except for the painting. The awning is now up and is a nice improvement.

34 Chestnut St., Andover: Our tenant will be in the house until December, so the lease will be extended.

House #53: The Property Committee decided to list the house with Middaugh Real Estate. It is also listed on Zillow. Asking price is $225,000.

Dresser-Rand Machine Tool & Welding Program Relocation/SUNY 2020 Grant (SAMC): There has been a hold up with the signing of the lease. The state comptroller's office had a number of

questions to which responses have been made. The information provided should be sufficient and the lease is expected to be signed soon. Once the lease is signed, the project will go out to bid. This hold up will set the project back some, so the lease for space at Dresser Rand will have to be extended. Plans for the extension will be included in next year's budget.

Line of Credit/resolution: This resolution gives David authorization to negotiate the line of credit for the Foundation. David met with Steuben Trust in October. The line of credit in the amount of $300,000 was renewed at 3.75% fixed for the year. Mary will look for a resolution from previous years and committee will review the details.

House #54: Craig distributed a floor plan that was approved by the faculty for the next home to be built. The full estimate will be presented at the next Property Committee meeting. Building will begin in August. Possibilities for future options for building experiences for the students were discussed, including the possibility of purchasing foreclosed homes and completely renovating them and then reselling. It was agreed this is something we may consider in the future.

Used Auto Buying: Rose informed the committee that they are providing Gordon Cook with a credit card to purchase used cars at the auction. He will have a limit of $15,000, that will give him the opportunity to purchase 3 to 4 cars at a time, if needed.

Wellsville Campus and Biorefinery Facility Project: Craig and President Sullivan met with Senator Cathy Young. Senator Young is very optimistic that the state can purchase the Wellsville campus this year and also allocate $12-$13 million for the Start-Up New York Biorefinery project. They also met with the chair of the Senate Finance Committee, who is very interested in the Biorefinery project.

By-Laws Meeting – February 24, 2015
Non-Profit Revitalization Law of 2013 – David explained that Attorney Brian Schu reviewed our by-laws and made some recommendations for the responsibilities of the Finance Committee to be in compliance with the new Non-Profit Revitalization Law. The recommendations were distributed to committee members and reviewed. The major change in the by-laws was to rename the Finance Committee the "Audit and Finance Committee". David S. made a recommendation that a member of the Finance Committee be involved at the opening and closing of the annual audit. Members reviewed the recommended modifications from Attorney Schu and agreed to make recommendation to our Finance Committee to revise the current Committee Responsibilities of the Finance Committee as listed in the Operations Manual on Pg. 16 II.b. FINANCE COMMITTEE to read:
II.b. AUDIT AND FINANCE COMMITTEE
Mission: The Audit and Finance Committee shall oversee the accounting and financial reporting processes of the corporation and the audit of the corporation's financial statements.
The Committee shall annually retain an independent auditor to conduct the audit and upon completion thereof, review the results of the Audit and any related management letter with the auditor. In addition, the committee shall also:
I. Review with the auditor the scope and planning of the audit prior to the audit's commencement;

II. Upon Completion of the audit, review and discuss with the independent auditor: (a) any material risks and weaknesses in internal control identified by the auditor; (b) any restrictions on the scope of the auditor's activities or access to requested information; (c) any significant disagreements between auditor and management; and (d) the adequacy of the corporation's accounting and financial reporting processes;
III. Annually consider the performance and independence of the auditor; and
IV. Report on the audit committee's activities to the entire board;
V. Develop the Annual budget for the operation of the Foundation;
VI. Develop the policies and procedures related to requests for Foundation support;
VII. Review the property liability insurance needs and coverage;
VIII. Review the investment portfolio.
The Audit and Finance Committee shall oversee the adoption, implementation of, and compliance with any conflict of interest policy and whistleblower policy adopted by the Foundation. Only independent directors may participate in any deliberations by this committee or voting relating to matters set for herein.

Conflict of Interest Policy – David H. distributed a recommended Policy on Conflict of Interest and a Whistleblower Policy provided by Attorney Schu. Committee members briefly reviewed the new policies and after some discussion, it was agreed to hold off on any decisions and allow members to thoroughly review and compare the new policies with our current policy. One item of concern with the new Conflict of Interest Policy is the lack of the questions currently in Appendix A of our current policy. David S. noted that A.C.E.S. will be looking at a larger firm for a second opinion and further advice once they get some feedback from SUNY, and the Foundation may also wish to consider that option.

Replacement for Scott Burt – It had been suggested that Deb Goodrich move to Scott's position as "Friend of the College", so she could be a voting member. A lengthy discussion followed and concern was voiced that her position as Associate Vice President for Enrollment Management should remain on the Board as an Ex officio, so anyone in that position would become a member of the Foundation. It was also noted a "Friend of the College" should not be an employee of the college. Julie will contact Deb to discuss with her. No other names have been received. Mary will send the member listing to Julie.

Goals – It was discovered the goals listed were for the scholarship committee. Mary will forward the correct goals to committee members for their review, and goals will be on the next meeting agenda.

By-Laws Annual Report
Committee goals for 2013-14 remain in place for 2014-15.

By-laws were reviewed by Attorney Brian Schu due to the Non-Profit Revitalization Law of 2013. Recommended renaming Finance Committee the Audit and Finance Committee. Also recommended minor revisions to the responsibilities of the Audit and Finance Committee.

Reviewed the Conflict-of-Interest Policy and compared it to a recommended policy provided by Attorney Schu. No action was taken by Committee.

By-Laws Annual Report
By-Laws Committee did not meet during 2015-2016. An e-meeting was held to vote on goals, and goals for 2014-15 remained the same for 2015-16.

Norm Ellis resigned his position as of December 2015. Faculty Senate called for nominations for an Educational Foundation Wellsville faculty representative, for election in April and Mark Payne was elected to fill the vacant position.

Scholarship Meeting – February 25, 2015
2014-2015 Scholarship Report: Deb distributed the summary of the 2014-2015 Educational Foundation scholarship awards. There were 504 scholarships awarded to new and returning students during the year. Of the fall admission scholarship recipients, 34 received a 4.0; 336 received a 3.0-3.99, 79 received a 2.5-2.9, 35 received a 2.0-2.49, 9 received a 1.0-1.99 and 2 received less than a 1.0 GPA. Of the total scholarships awarded, 102 (20.6%) were ineligible to continue receiving their scholarship for academic reasons. This is an increase from last year's 19.1% and includes the new Excellence in Education students who are now required to maintain a GPA of 3.25 compared to a 3.0 in previous years. Admissions offered $191,000 to academically talented students and expended $96,000 resulting in a yield rate of 50% which is the same rate as the previous year. The total Ed Foundation allocation for 2014-2015 was $148,000. Actual expenditures were broken down as follows: Distinguished Scholarship Program - $40,000, Admissions - $96,000, Athletics $2,620 and Retention - $9,500, totaling $148,120. A request will be made to the Ed Foundation board to consider covering the $120 overage. Deb noted total scholarship funds awarded for 2014-2015 were $4,114,816.63, which was about $1 million more than last year.

2015-2016 Scholarship Report: The Ed Foundation has allocated $155,000 for scholarships for 2015-16. Scholarships will be awarded to students meeting the criteria up to March 1. Deb noted that in the past students had 30 days to pay a deposit and accept their scholarships. The Admissions office was notified that this practice was not in compliance, and all students now have until May 1 to pay their deposit. So far $278,000 has been awarded in scholarships; however, this amount does not include amounts to be taken off for other financial aid. It looks like total scholarships for 2015-2016 could be over $5 million - $1 million more than this year. The campus is currently down 3% in applications and up 6% in accepted student.

Budget for 2015-2016: the committee has been allocated $155,000. So far $278,000 has been awarded, but Admissions will have a better idea of scholarship status after the May 1 deposit deadline.

Unrestricted Endowment Account: Admissions, Executive Vice President Nixon and Institutional Advancement have been meeting to come up with ways to meet the growing scholarship expense and reduce the amount that comes from the college's operating budget. The SAT scores and high school averages have been raised, the minimum gpa requirement has been raised from 3.0 to 3.25, and ACES has lowered the meal plan. An idea currently being discussed is a variable rate housing expense. Currently all rooms are the same price with the exception of the Town Houses, or if students request a single. Some dormitories have recently been renovated and students prefer them over those not yet renovated. The plan is to have scholarship recipients receive the lowest priced rooms (MacKenzie towers), and any recipient

wishing to live elsewhere would have to pay the difference in price. The Development Fund board has been asked if they could convert some of their donations/endowments to help reduce the cost of scholarships to the campus. Deb noted we have had very limited funds for retention. Criteria for retention scholarships are minimum 2.5 gpa, demonstrate academic success, and show financial need. Students receive $500 per semester. A discussion followed as to the committee's decision on the unrestricted endowment funds. Motion: Jeff made a motion in favor of re-directing the $10,000 to the Excellence in Education scholarships for 2015-2016 only. Jane J. seconded the motion. One opposed; motion carried.

2016-2017 Budget: Deb referred to Goal #5 which states, "pursue an increase in the allocation for scholarships." We are currently at $155,000. Motion: Ellen made a motion to request an increase in our allocation to $160,000. George seconded the motion. All in favor; motion carried.

National Clearinghouse Reports: Deb distributed reports from the Clearinghouse that show Alfred State accepted students who enrolled elsewhere. The report for our scholarship students who enrolled elsewhere was also distributed and reviewed.

Yield Reports: Ellen was recognized and thanked for compiling the yield reports and Kathy Markel noted her analysis of the reports which included that:

2014 represented the highest number of scholarships offered for all four awards over the past six years with one exception – in 2013 we offered 99 Academic Distinction scholarships as compared to 95 in 2014.

We continued to offer fewer presidential scholarships in 2014 as compared to the other three awards, which has been the case over the past six years.

Yield percentage was lower in 2014 for all four awards as compared to 2013.

Yield percentage was higher to A2 students as compared to B1 students for DSEE, DSAA and EFAD. This is a change from the past two years when the yield percentage was higher for B1 students for three out of four awards.

Yield percentage goes down as value of the scholarship decreases.

2014-15 Budget Overage: due to the $120 overage of our $148,000 budget allocation, discussion as to covering the overage took place. Motion: George made a motion to recommend to the Board that the $120 overage be covered by Board discretionary funds. David seconded the motion. All in favor; motion carried.

Property Meeting – March 12, 2015
Budget: Craig distributed a copy of the 2015-2016 preliminary budget (copy attached) and the committee reviewed items line by line. Items were gathered from faculty, department chairs and facility team committee. The majority of the capital projects are items that are either outdated or need to be replaced due to age. Craig explained the $125,000 for the new Motorcycle addition. President Sullivan is requesting we review the need for a new motorcycle repair program and

the Automotive Trades department is developing a new program. Currently there is no place to house the new motorcycle program. It was proposed that an addition be built onto the Auto Body shop. This 3,000 square foot addition would be contracted out. Also noted was the move of the Health Center to the Student Activities Center, a total rough estimate of $60,000. Only $30,000 is in this year's request and will be further developed. The current locker rooms, that haven't been used in many years, would be renovated to house the health center. Campus paving was also discussed. It is a costly item, but one that needs to be kept up. The campus fell behind a few years back and would like to avoid that happening again. Items listed under Workforce Development are the estimates to finish up the building, including electric work, wall framing, flooring, bathroom, fire alarms, and doors, in the amount of $123,000. The HRV and heating system in the amount of $111,000 would not have to be completed until summer 2016 but needs to be installed before we can have a certificate of occupancy prior to occupying the building. After a lengthy discussion, committee agreed to have Craig revise budget, listing the two special projects (motorcycle addition and health center move) separately under new initiatives before presenting to the Finance Committee. Motion: Pat made a motion to forward the budget in the amount of $638,190 on to the Finance Committee once Craig has revised the format, listing new initiatives separate. Casey seconded the motion. All in favor; motion carried.

Meservey Hill Updates
House 53: Craig reported that a potential buyer has been back a couple times to look at the property. No offer yet, but there has been some interest.

House 54: Jeff reported on the estimate to build House #54. The estimate to build the house came in at $169,000 and the extras, including landscaping, water well, excavating, septic, driveway, grading and equipment use is an additional $31,100. The total estimate is $200,100, which is about $10,000 more than House #53. Motion: Craig made a motion that we approve the budget for House #54; Glenn seconded. All in favor; motion carried. Craig will talk to heavy equipment faculty about the access road. Nothing has been started yet.

Wellsville Campus Projects
Master Plan Update: Dan Mossien was on campus, Tuesday, March 10. He met with faculty and department chairs. There is nothing to report yet. He will draft a report from his findings. Committee members can notify Craig if they would like to meet with him, or he can attend a future committee meeting.

Workforce Development Building: The second floor has been poured and great progress has been made. LED lights have been put in the offices; it is looking more finished. Craig will tour committee after meeting if desired. There is a lot of activity in the building.

Machine Tool Program Relocation: OSC finally signed the lease at the end of February. Bids went out in early March and are due back April 1. A contractor will be selected at that time. Dresser-Rand is okay with the time frame. We will have to lease from Dresser Rand until May of 2016. It will be nice to have welding and machine tool in the same building once it is complete.

Culinary Arts Addition: There is a potential donor for the addition. She is currently giving to scholarships; but there is hope she will agree to fund the addition.

Campus Summer Maintenance Projects: Boiler in Freshmen Auto will need to be replaced.

Property at 104 N. Main Street: Previous discussions were about moving the baking program there; however, the equipment will cost approximately $100,000. This idea has been delayed until funding for the equipment can be established. The possibility of selling the building may be discussed if found we cannot make use of the building.

48 Chestnut Street - Andover House: The rental lease has been extended to December 2015.

Timber Project: The update provided by Val was that bids were opened for the timber project and the successful bid was approximately $250,000; which is more than double what was anticipated. This was because the successful bidder has use for the scrub trees to make pellets for wood stoves. The next stop is approval of the contract in Albany which is underway.

Craig distributed maps of the Educational Foundation properties and discussion followed. Two of the maps were of the Meservey Hill properties showing the lot layout with homes built. Another map showed the Ed Foundation properties near the Alfred campus, including the Betty Brown property and the land bordering the Alfred State Farm. The last map was of Moland Road and three lots donated by Doug Barber. Doug is suggesting if we aren't going to do anything with them, we should try to sell them. Craig believes the deed states if the land is sold, it would go to scholarships, but he would have to confirm that.

Finance Meeting – March 31, 2015
Operating Revenues: Checking Account balance – $47,661.43; Investment Account Sage Rutty: $1,270,046.71; Cash from dividends - $84,767.08, after David Sengstock moved $50,000 to pay bills.

Recommendation of Name Change of Finance Committee by By-Laws Committee: At their February 24, 2015, meeting, and at the recommendation of Attorney Brian Schu to be in compliance with the new Non-Profit Revitalization Law, the By-Laws Committee recommended that the Finance Committee be renamed the Audit and Finance Committee. It is suggested that a member of the new Audit and Finance Committee be involved before, during and after the annual audit process. The committee member would attend the pre-audit meeting, and be involved during the audit as necessary. After reviewing and discussing the minutes of the February 24 By-Laws Committee meeting and the recommended modifications to the existing Finance Committee, the committee members agreed that David Haggstrom be notified that the Finance Committee had no concerns and he can bring the recommendation to the full board at the next meeting.

Budget Request for 2015-16 (summary sheet attached). David Sengstock presented a preliminary 2015-16 budget incorporating requests received and previous discussions. Budget was reviewed line by line. Items noted included: income for the Andover House was cut due to the renters moving out December 2015. Lease for Dresser-Rand facility of $5833/month is through May 2016; Taste of Wellsville will remain on the list, with no funding amount, as Craig would like to have the event again for the 50th anniversary of the campus in the fall of 2016. $1,500 needed to be added in for Hog Wild Day for this year. The total proposed Wellsville

Campus budget is $638,190. Included in that amount is $60,000 for Annual Campus Maintenance budget and also $298,690 for capital/special projects (listed on attached sheet), which are much needed upgrades and replacements for old and worn-out equipment and furnishings. Items were reviewed and Rose noted that the $9,000 for Parking Lot Coatings should be moved to the Repairs and Maintenance line instead of it being listed under special projects, since it is an annual maintenance item. That change will be made to the budget. Also included in the budget are new projects totaling $155,000, of which $125,000 is for a new motorcycle repair program that is being developed. There is no place on the campus to house the new program, so an addition will be added onto the Auto Body Shop. The remaining $30,000 is to begin renovations to move the Health Center into the Student Activities Center. Craig anticipates $123,000 is needed to complete the Workforce Development Building and $111,000 is needed for the Heat Recovery and Ventilation system that will need to be completed in order to get a Certificate of Occupancy. The $111,000 can wait until the 2016-2017 budget. The Scholarship Committee budget is $155,000 for 2015-2016 recruiting with a request for $160,000 for the 2016-17 recruiting season. The Foundation's budget for 2015-2016 is $738,586.05, with a deficit of $259,090.80; money in reserves is available to cover the deficit. Committee agreed that this budget addresses both scholarship and capital projects and aligns with the role of the Foundation. Motion: Julie made a motion to accept the budget with the agreed upon modifications. Val seconded the motion. All were in favor. Motion carried. Motion: Ellen made a motion to approve the Scholarship Committee's request of $160,000 for the 2016-2017 budget year. Julie seconded; all in favor. Motion carried

Board Meeting – April 7, 2015
The Finance Committee recommends to the Board that the budget request for $160,000 for scholarships for the 2016-2017 recruiting season be approved. Ellen Ehrig made a motion to approve the request of the Scholarship Committee for $160,000 for the 2016-2017 recruiting season. Terri Ross seconded the motion. Passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2014-2015

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex Officio (2014)
Patrick Barry, Friend of College, (2013)
Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
George Goetschius, Alumni – (1997)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Friend of the College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Valerie Nixon, Executive Vice President, Ex Officio (2005)
Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of the College, (2014)

Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Non-Board Committee Members:
Glenn Brubaker, Property Committee, Facilities Director,
Rose Cook, Finance Committee, ACES
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Deborah Goodrich, Chair, Public Relations and Scholarship Committees, Associate Vice President for Enrollment Management (1999)
Jane Jamison, Scholarship Committee
George "Joe" Richardson, Property and Public Relations Committees, Building Trades Department
Debra Root, Public Relations Committee, Sr. Director of Marketing Communications

Board Updates
Board of Directors met: September 23, 2014, October 28, 2014, February 3, 2015, and April 7, 2015
Mary Scholla was appointed Operations Manager effective July 1, 2014.
Scott Burt resigned his position on the Board.

BY-LAWS COMMITTEE –David Haggstrom, Chair
By-Laws Committee met February 24, 2015
- Committee goals for 2013-14 remain in place for 2014-15.
- By-laws were reviewed by Attorney Brian Schu due to the Non-Profit Revitalization Law of 2013. Recommended renaming Finance Committee the Audit and Finance Committee. Also recommended minor revisions to the responsibilities of the Audit and Finance Committee.
- Reviewed the Conflict-of-Interest Policy and compared it to a recommended policy provided by Attorney Schu. No action was taken by Committee.

FINANCE COMMITTEE – Geralyn Gough, Chair
Finance Committee met: April 8, 2014, March 25, 2014, January 23, 2014, and October 29, 2013

Student Support Program Requests Funded: None

Budget 2014-15:

Investment Account Balance (Sage Rutty):	$1,270,046.71 (April 1, 2015)
Checking Account Balance:	$ 47,661.43 (April 1, 2015)
Line of Credit:	N/A

The operating budget was $772,586.05 for 2014-15. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, PR, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $155,000 for 2015-16 year and committee.
House #53 did not sell and was listed with Middaugh Realty; asking price is set at $225,000.

Unrestricted Endowment Account: The $5,225 in this account will be used for scholarship funding. It was further recommended and approved by Board that $4,775 be accessed from the $81,282 held in the Unrestricted Endowment account and added to the $5,225 bringing the total amount to $10,000 to be used for scholarships for this academic year and 2014-15. In future years, $10,000 to be accessed for scholarship funding from this Unrestricted Endowment (Account #50010) held by the Development Fund Office) until the account is depleted.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Budget 2015-16
The committee recommends the budget of $738,786.05 for 2015-16 with a deficit of $259,090.80. The Foundation's finances are sound and there is more than enough in the Investment Account to cover the deficit. Additional income is expected with rental from 48 Chestnut St., Andover, NY property ($800/month) and 104 N. Main St., Wellsville property. Committee approved and recommended $160,000 for 2016-17 Scholarship funding.

PROPERTY COMMITTEE – George Goetschius, Chair
Property Committee met: September 19, 2013, October 22, 2013, January 14, 2014, January 23, 2014, and March 6, 2014.

The Wellsville Campus Budget for 2013-14 was:	$426,000.00
The Wellsville Campus Budget request for 2014-15 is:	$528,000.00

Wellsville Campus Projects: The Workforce Development building continued to be the main focus of campus projects this year. To date $1.8 million has been invested with $1.2 million raised through fund raising efforts. Enough work has been completed that it can continue to be used as a laboratory for construction purposes but will not be used for classes until a certificate of occupancy is received. The China Decathlon home replica was built in this building. Committee continues to work with Culinary Arts seeking donors for the Culinary Arts addition. The Machine Tool and Welding programs will be moved from the Dresser-Rand facility once the Sustainable Advanced Manufacturing Center is completed using state funds from a SUNY 2020 grant.
Meservey Hill Subdivision: House #52 sold for $196,000. House #53 has yet to sell and selling price was set at $196,000. Open Houses were held in May, October and April. House procedures were updated and houses posted on www.zillow.com and the posting added to college website.
Properties Owned by Foundation: A lease was prepared and rent set at $800/month plus utilities for the 34 Chestnut St., Andover, NY. Property improvements to the upstairs apartment at 104 N. Main St. Wellsville include painting, cleaning, and minor electrical work and inspecting hot water tanks so it can be rented. The property in Andover has been rented for $800 plus utilities and a one-year lease signed. The Salvation Army is working on a business plan for the restaurant located at 104 N. Main St.
College Master Plan/Wellsville Campus Mossien Plan: The Mossien Plan has been used as a guide to make decisions to develop and improve the Wellsville Campus since 2003. In some

areas much progress has been made. The plan was incorporated into the College Master Plan. The plan is 10 years old and future plans include having it updated by Mossien Architects.
SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): Alfred is the lead for this grant and received $4.5 million for a new facility in Wellsville for a Sustainable Advanced Manufacturing Center. A 30-year land lease is in process of being signed by the State for the land where the facility will be constructed.
Start-Up NY: This is a program available for new start up or expanding businesses if new jobs created. Committee agreed that 7-acres of land adjacent to the future Sustainable Advanced Manufacturing Center be designated as a Start-up NY available site. The College and Educational Foundation will have to approve any use of the land.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
  - New Board Members (September and January)
  - Board Officers
  - Open House for House #53 (October and April)
  - Work Grant (scheduled for June)
- Press releases were added to the Ed Foundation and college-wide web site.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Hosted two open houses for House #53 – one in conjunction with the October college-wide open house and Ridgewalk and the second in April in conjunction with the Trout Derby.
- Flyers were created to advertise the House #53 open house events and were distributed at the Ridgewalk and Trout Derby.
- Prospective students and their families were invited to visit House #53 during the fall college-wide open house program.
- During the month of May, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.
- The photo gallery of homes was updated when new photos were available on the Educational Foundation web site and is linked to the Building Trades department web page. These photos were also uploaded to the College's Flickr account.
- A cornerstone indicating the date and "Educational Foundation, Alfred State College" is planned to be installed at Pioneer Landing

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

- The Ed Foundation scholarship allocation for 2013-2014 was $148,000, which was the same as the 2012-2013 allocation. The initial breakdown for scholarship allocations was as follows:

o	$ 40,000	Distinguished Scholars
o	83,000	Admissions
o	25,000	Athletics
	$ 148,000	TOTAL ALLOCATED

- In September 2013, $10,000 was moved from Athletics to Retention.
- With the move to NCAA, no athletic talent grants were awarded to incoming freshmen, which resulted in a significant reduction in the amount expended. The final balance was $6,380. This balance was directed to the Distinguished Scholarship Program.
- The final distribution of 2013-2014 scholarships was as follows:

o	$ 46,380	Distinguished Scholars
o	85,000	Admissions
o	6,620	Athletics
o	10,000	Retention
	$148,000	TOTAL EXPENDED

- Ed Foundation scholarships were awarded to 448 new and returning students during the academic year, compared to 409 in the previous year.
- Of the fall recipients, 75 percent received over a 3.0 grade point average. Eighty-one students (19.1 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight decrease compared to last year (20.2 percent ineligible in 2012-2013).
- A Phi Theta Kappa scholarship was created in order to attract additional transfer students into baccalaureate programs. This is a $2,000/year award. By offering this scholarship, the College is listed in the Phi Theta Kappa publication and on their website. This scholarship is categorized under the Ed Foundation admissions scholarships.
- A request for $155,000 scholarship allocation for the 2015-2016 budget year was submitted to the Finance Committee.
- In April 2014, approval was given to use the Unrestricted Endowment account, held by the Development Fund Office, for scholarship purposes until the account is depleted.

Board Meeting – May 21, 2015
The Finance Committee recommends the acceptance by the Foundation Board of the 2015-2016 budget of $738,586.05. The Committee agreed that the $259,090 deficit will be taken from investments to balance the budget. David Haggstrom made a motion to accept the 2015-2016 budget of $738,586.05 as presented. Ellen Ehrig seconded the motion. Motion passed unanimously.

Casey Joyce made a motion to approve the name change from Finance Committee to Audit and Finance Committee as recommended by the By-Laws Committee. George Goetschius seconded the motion. Passed unanimously.

David Haggstrom, on the recommendation of the By-Laws Committee, made a motion to recommend that Jim Knapp fill the vacated position of Scott Burt as Friend of the College. Geralyn Gough seconded the motion. Passed unanimously.

Property Committee Annual Report
The Wellsville Campus Budget request for 2014-15 was: $528,000.00
The Wellsville Campus Budget request for 2015-16 is: $638,190.00

Wellsville Campus Projects: The Workforce Development building continued to be the main focus of campus projects this year. To date $1.8 million has been invested with $1.2 million raised through fund raising efforts. Great progress has been made in the building this year, and a major portion of the second floor has been completed. It has been an ideal laboratory for construction purposes. Anticipate completion by Summer 2016, and plan to use for classes in Fall 2016 after a certificate of occupancy is received. The Machine Tool and Welding programs will be moved from the Dresser-Rand facility once the Sustainable Advanced Manufacturing

Center is completed using state funds from a SUNY 2020 grant. Continue to seek donors for the Culinary Arts addition.

Meservey Hill Subdivision: House #53 has not yet sold and has been listed with Middaugh Realty for $225,000. An Open House was held in October. Floor plan for House #54 was approved by committee as was the budget of $200,100 to build the 2,200 sq. ft. home.

Properties Owned by Foundation: The lease, for the property at 48 Chestnut Street, Andover, NY, was extended through December 2015. Rent remains set at $800/month plus utilities. Property improvements to the upstairs apartment at 104 N. Main St. Wellsville have been made. Apartment is not yet rented. No decision has been made for use of main floor.

College Master Plan/Wellsville Campus Mossien Plan: Mossien Architects returned to campus and began the process of updating the Master Plan of 2003.

SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): The land lease for the Sustainable Advanced Manufacturing Center was signed and bids went out.

Timber Project: The College contracted with certified foresters to complete a sustainable timber plan. The Betty Brown property, owned by the Educational Foundation, is included in the project.

2015-2016 Educational Foundation of Alfred, Inc.

Property Meeting – September 10, 2015
House 53: Craig reported there have been two potential buyers and the home was shown again last week, but no offers have been made.

House 54: Most of the block wall is in. The project is on schedule, if not a bit ahead of schedule.

Wellsville Campus Projects
Master Plan Update: Dan Mossien has the majority of the written report complete and is now working on the budget portion. He has met with all faculty but still plans to meet with President Sullivan. David expressed interest in meeting with Dan to be apprised of the plan for campus bookstore and dining facility. Craig will have Dan contact David and will also get some dates that Dan would be available to meet with the committee to review the draft report before it is finalized.

Workforce Development Building: Students continue working but because it is so early in the semester, not much has been done yet. Plans for the semester are to complete the block work and finish up the lecture spaces. There is a minor issue with the height of the top beam and the elevator installation. The masonry faculty will meet with the elevator installer to resolve the issue.

Machine Tool Program Relocation/Sustainable Advanced Manufacturing Center: The Construction Fund changed their insurance requirements after the bids were out, so LaChase has had to re-bid the project. They are now waiting for the Notice to Proceed. Once received they will be ready to go.

Culinary Arts Addition: There has been no movement; still working with a couple of potential donors to fund the project.

Campus Summer Maintenance Projects: Craig distributed the list of campus projects completed under the 2014-15 budge. He noted that the funds allocated for the elevator in 2014-15 (approximately $36,000) were used for carpeting, and other projects (Craig, do you want to mention the other projects here…I didn't get them.). The LED lights have been installed. If additional grant money is received for lights, it will come back to the foundation and used for more LED lights. This year's list of projects was also distributed. Craig noted the parking lots were a big expense, but necessary. The Freshman Auto roof was repaired and coated, the Culinary Arts Dining area was renovated again and a water leak in the HVAC ceiling and that had to be repaired. Craig noted that the move of the Health Center to SAC was budgeted for $30,000 this year and $30,000 next year's budget ($60 per sq. ft.) The actual cost is $134/sq. ft. Craig will talk with the contractor to see if our students can do some of the work, to reduce the cost of the project. The 3,000 sq. ft. motorcycle addition is closer to $330,000 instead of $125, 000. Craig will discuss with President Sullivan other options using current space instead of building the addition.

George noted the Public Relations committee was asking about possible future press releases for the Workforce Development building and/or the Chana Decathlon Home replica. The elevator is the last major hurdle for the Workforce Development building, and the targeted date of occupancy is Fall 2016. A press release can wait until the completion of the building and certificate of occupancy is obtained. The plan for the China Decathlon Home replica is to be moved to the Alfred campus to the new tubing park. The move would be a press release opportunity.

Property at 104 N. Main Street: The apartment upstairs is ready to be leased. Currently there is nothing is in the downstairs.

48 Chestnut Street - Andover House: The current renter will move out at the end of November. There may be a potential January hire looking for housing.

Timber Project: Work is being done. We will get a report from Val at the board meeting.

Review of Goals – the 2014-2015 goals were reviewed. It was agreed the goals are appropriate and will be the goals for 2015—2016.

A discussion of future building projects for students and the properties owned by the Ed Foundation followed. It was noted there are stipulations with the Barber properties. If property is sold without building, the proceeds will go to scholarships. If a home is built on the property and sold, a percentage of the proceeds will go to scholarships. The Meservey Hill South property will need to be divided into lots. Craig would contact Jim Ball if committee agrees to parceling off the land. Before any decisions are made, the committee agreed to walk the properties. Casey will send dates that he would be available, and a date will be set to walk the properties

Scholarship Meeting – June 1, 2015
2014-2015 Scholarship Report: Deb distributed the final scholarship report for 2014-2015. There were 504 scholarships awarded to new and returning academic and athletic talent grant recipients during the academic year. Of the 479 spring admissions scholarship recipients, 20 received a 4.0, 334 received a 3.0-3.99, 85 received a 2.5-2.99, 33 received a 2.0-2.49, 7 received a 1.0-1.99, and none received less than a 1.0 GPA. Last year there were 408 spring admissions scholarship recipients compared to 479 this year. The total Ed Foundation allocation for 2014-2015 was $148,000. Actual expenditures were broken down as follows: Distinguished Scholarship Program - $40,000, Admissions - $94,000, Athletics $2,620 and Retention - $9,500, totaling $146,120. The remaining balance of $1,880 was re-directed to the Distinguished Scholarship Program. A slight decrease in the number of students ineligible to continue receiving their awards was noted – 20.8% this year, compared to 21.3% last year. It was noted this is the last disbursement for an Athletic Award.

2015-2016 Scholarship Report: The Ed Foundation has allocated $155,000 for scholarships for 2015-2016 and of that, $40,000 is allocated for the Distinguished Scholarship Program and $115,000 for Admissions Scholarships. The criteria for the scholarships were revised for this year, requiring higher SAT and ACT scores and higher high school averages for the scholarships. To date, funds have been offered as follows: $40,000 for Excellence in

Education, $128,500 for the Academic Distinction scholarships, $22,000 for Phi Theta Kappa, $5,500 for Transfer Scholarship, and $6,000 for Vocational Excellence Scholarships, for a total of $162,000. A comparison to last year's amounts was noted – Academic Distinction was $70,000; PTK was $9,000; Transfer was $8,000 and Vocational Excellence was $7,000. Deb anticipates we will be over our allocation for this year based on historical data. Last year we offered $189,000 and expected $94,000 for a yield of 50%; this year we have offered $253,000 and expect $162,000 for a yield of 64%. Yield statistics have been recorded since 1993, and the report was provided, showing the yield has been averaging right around 50%.
With the change in the scholarship criteria, a comparison chart was distributed showing number of scholarships offered, number of students enrolled, and yield for the last three years. The number of Excellence in Education scholarships awarded has seen the biggest decrease, as was expected. In 2014, 114 scholarships were offered and in 2015, only 59 were offered. The college achieved its objective of reducing the number of Excellence in Education scholarships awarded.

Budget for 2016-2017 – our budget request for $160,000 for the 2016-17 academic year was approved by the Board at the May 21, 2015 Board meeting.

Annual Report: Deb distributed the Annual Report for 2014-2015 that was submitted for the Annual Meeting and noted the accomplishments for the year.

Unrestricted Endowment Account Tracking – the Scholarship Committee has been asked to keep track of this account until it is expended. At our last meeting, we voted to re-direct the $10,000 to the Excellence in Education scholarship, and next year we will re-evaluate the options for the money.

Retention Fund Availability – last spring we had extra money left over from unused athletic scholarships to re-direct for retention. Discussion followed, and at this time there are no extra funds.

Finance Meeting – September 17, 2015
Patrick Honadle, representative from Sage Rutty, attended the meeting for the annual review of our investment portfolio. Patrick distributed the analysis and noted the market, since June, has experienced more volatility than in the recent past and expects the trend to continue through the remainder of the year. Assets in American funds total $1,126,267.55 and we have cash of $4,319.79, for a combined total of $1,130,587.34. This represents a decrease in our portfolio of approximately 2%. Pat noted the overall market is down over 3%. It was noted we withdrew $199,000 last year in order to balance the budget, and this year, without the sale of House #53, we are at the point where we need to make some decisions. Options were discussed including borrowing against securities, which will preserve the portfolio; rebalancing to reduce the volatility and increase dividends without shifting to bonds; and maxing out our line of credit before using cash from investments. The committee agreed our investment policy will be reviewed, and a recommendation will be sent to Pat.
Approval of Minutes
Julie made a motion to approve the minutes from the May 21, 2015 meeting; seconded by Terri. Motion carried unanimously.

Operating Revenues: Checking Account balance – $2,672; Investment Account Sage Rutty: $1,126,267.55; Cash - $4,319.79.
Further discussion of our investments followed. Geralyn noted our portfolio is pretty aggressive as it stands and recommends trimming it back to 40%. Committee agreed to have Geralyn make recommendations that can be sent on to Patrick. The lease payment ($323,000) from the State is in process, though no firm timeframe when we will actually receive it. The Line of Credit is currently at $320,000. David was given authority to use line of credit as needed.

Workforce Development Building – Craig noted that IT completed all the wiring, but the first weeks of the semester have been focused on the Solar Decathlon project, so no real progress has been done here. It is anticipated the elevator will be installed this fall and the classrooms will be completed.

Wellsville Campus Projects – the biggest project this summer was the paving of parking lots ($109,000). All the front lots are now done. The roof on the Freshman Auto building was repaired and coated. LED lighting has been installed in the Auto Collision and new carpet was installed in Drafting CAD and HVAC. New boiler system is being installed in Freshman Audo and the SAC building. The move of the Health Center to SAC is more costly than anticipated. Will try to figure out how our students can get involved in the renovation.

48 Chestnut Street in Andover is rented until December 2015.

104 N. Main is ready to be rented. It is a three-bedroom apartment for $500 per month.

House #53 – Vicki has talked to a few prospective buyers, most recently to a couple who are considering building a new home. No offers yet, but some interest. Vicki Middaugh has resigned for another six months.

House #54 – basement is about ¾ done and should be completed in the next week or two.

SUNY 2020 (SAMC) – The blueprint of the Sustainable Advanced Manufacturing Center was on display. It will be an energy efficient building with photovoltaics. LeChase is still waiting for the Notice to Proceed, but that should be received soon, and then the work can start.

Craig talked about the Biorefinery Project. Senator Catherine Young was on campus to present a check for $1 million to help jump-start the establishment of Alfred State's Biorefinery Development and Commercialization Center (BDCC). An 18,000 sq. ft. building will be built on the old Charlie Baker property, near the SAMC. This will be a research facility used to conduct the scientific process of hot water extraction on trees. This "green" process extracts various chemicals, sugars, cellulose and other products from the wood, and the chemicals can then be used for various industrial products and the remaining cellulose material can be used for pellets and products used in structures. The Regional Economic Development Council has provided $500,000 and both Allegany and Cattaraugus counties have each contributed $75,000. Senator Young will be pursuing additional state funding along with federal monies.

Scholarship Meeting – October 13, 2015

2015-2016 Scholarship Report: Deb distributed the summary scholarship report for 2015-2016. Kathy Markel noted the Ed Foundation allocated $155,000 for scholarships with $40,000 for the Distinguished Scholars program and $115,000 for admissions scholarship. Of the admissions scholarships, $112,500 has been awarded for the Academic Distinction Scholarship, $21,000 for Phi Theta Kappa Transfer, $6,500 for Transfer; and $7,000 for Vocational Excellence scholarships for a total of $187,000 awarded for the 2015-2016 year to 140 students. We are currently over-awarded by $32,000; however, if our yield trend holds around 50% like it has, we should be ok. Kathy also noted that total scholarships awarded by the college totaled $4.4 million compared to $4.5 million last year, down around $100,000.

Results of Scholarship Criteria Change: Deb distributed handouts for the scholarship yield rates and noted the criteria changes that have been made for scholarship recipients: for Excellence in Education - 94 high school average, 1250 SAT or 28 ACT; Presidential – 91 average, 1200 SAT or 26 ACT; All American – 89 average, 1150 SAT or 24 ACT. There was a significant drop in the number of scholarships offered at the top scholarship level. The number of Excellence in Education scholarships offered decreased from 114 to 58; Presidential decreased from 77 to 66 and All-American decreased from 98 to 92. Of those 215 students offered scholarships in 2015, 96 enrolled, down from 144 in 2014. With the joining of the NCAA, there had to be specific academic criteria for all students. That criteria were an 87 high school average, 1070 SAT or 23 ACT, with a deadline of March 1. With those changes, the number of Academic Distinction scholarships increased from 94 offered in 2014 to 155 offered in 2015. The overall yield in 2015 was 42% compared to 45% in 2014. The admissions office determined with the changes in criteria, we lost approximately 38 students. Our continuing/returning student numbers were up this year. Students are staying on for the bachelor programs offered. Deb noted a new bachelor program in Interdisciplinary Studies was just approved by the State Education department. It was noted that Ellen will add a footnote indicating the change in the scholarship criteria on her report.

Old Business
Budget for 2016-2017 – our budget allocation is $160,000. The admissions office has begun accepting students and award letters will be going out this week.

Unrestricted Endowment Account Tracking – we have $10,000 a year until the money is expended, and it is added into the Ed Foundation account in order to keep track of it. This year the $10,000 was redirected to the Excellence in Education scholarship. We will re-evaluate in the spring to determine how to spend next year's $10,000.

Retention Fund Availability - there are currently no funds for retention since we have over-awarded our allocation.

Scholarship Funding 1993-2014 - Deb distributed a handout that shows the Ed Foundation Scholarship Funding from 1993 to present. The Ed Foundation has contributed $3.1 million for scholarships since 1993. She noted the PR Committee is updating the website and the roll-up and this information will be included

2015-2016 Goals – committee reviewed goals and agreed to keep goals from 2014-2015.

Jane asked that funding for retention be considered. The Federal government is no longer funding Perkins Loans. New freshman who had their financial paperwork completed prior to 9/30/15 were considered for this year, but they will receive funding this year only. Continuing students will receive Perkins Loans as long as they remain in college in the same program. Approximately 350 of our students will be affected, and many of our students received $1500 per year in Perkins Loans.

Property Meeting – November 9, 2015
Dan Mossien and Jean Dussinger from Mossien Associates Architects, P.C. presented the draft Master Plan for the Wellsville Campus. The draft plan was distributed to committee members. Jean Dussinger reviewed, in detail, the comments, observations and their recommendations for each building on the campus. She then presented their proposal in four phases, along with preliminary probable construction costs for each of the four phases.

A brief discussion followed and, due to time constraints, the committee agreed they would review the draft on their time, it will be shared with the Wellsville faculty for their comments and feedback, and the committee will meet again on December 10 to further discuss the draft Mast Plan and hold the regularly scheduled meeting. Craig noted he would also have more information on the location of the new Motorcycle and Power Sports program at the next meeting.

Property Meeting – December 10, 2015
House #53 – the house has been shown again, but Craig hasn't heard anything. Discussion followed about lowering the price. Motion: Casey made a motion that we lower the asking price to $218,000. Jeff seconded. All in favor; motion passed unanimously. Craig will talk to Vicki.

House #54 – House is coming along well. Sheeting is on and the roofing underlay is being put down. Shingles have been ordered and will be installed as weather permits. Walls are enclosed. House is on schedule.

A lengthy conversation followed discussing options for the next house or project for the students. Joe noted the students can begin clearing the next lot, but asked what the board would want to do. If the two current houses don't sell, will the board want to begin a third home? If another home will be built, a floor plan will have to be selected and approved. Joe noted that he has been contacted about an addition for a local church; he hasn't yet seen the project, so is unable to say if it would be an appropriate project for the students. Other options and their drawbacks discussed include building 'spec homes' – would need to identify clients, build rental homes – would need ACES to agree to be involved as the Foundation doesn't want to be in the rental business; renovate old homes – would need a local bank or someone to help fund. Look at other projects that are available to the students. Committee agreed to have a short meeting on Monday, January 18, at 4:30 p.m. to come up with some decision.
Wellsville Campus Projects
Workforce Development Building – masons are working on the block walls, taking them to the ceiling level, steel studs in the upper hallways are in and working on finishing that; elevator is going to be installed over the winter break. Will get the rest of the block work done to finish the mezzanine; the student electricians have been working on the classrooms and have been spending two days per week running all the large conduit. Jeff noted this has been a great

experience for the students – they have had the opportunity to get the commercial experience along with the residential experience.

Machine Tool Program Relocation – construction began in October, but there was a soil issue, so construction was halted. No footers are in yet, but construction will begin again around January 5, 2016. Craig will keep Dresser-Rand (Siemens) informed.

Campus Summer Maintenance – Craig distributed a handout and noted the women's locker room in the Student Activities Center is being renovated to house the Health Center. Students will be doing most of the work during the spring semester. The addition/building for the new Motor and Power Sport program was discussed at length. It was noted President Sullivan would like to see a new building for the new program, however, it was suggested that the students renovate one of the buildings on the Wellsville campus, possibly the Annex. To build a new building or to have students renovate a building will take approximately a year. There is a possibility the new program will start in Fall 2016, and Craig noted discussion to rent the old Monroe Muffler building for the program is being discussed. Craig will find out about the cost of renting the Monroe Muffler building and will also have a sense of program start by the next meeting.

Review Master Plan update – committee agreed we are not in a position at this time to go back to Mossien. Committee would like to get more feedback from faculty and have further discussions.

Property list for presentation at next Board Meeting – it is not known how many lots we can get on the Meservey Hill South property; and there are five lots left at Meservey Hill. We have three lots from Doug Barber – two lots on Clearview and one lot on Barber Lane. It was noted that Doug would like the profits to go to scholarships.

Betty Brown property was discussed. At the January 20, 2011 Board meeting, the committee made the recommendation regarding the Betty Brown property (75.5 acres located in Alfred): The committee recommends to the board that the Educational Foundation deed 26.62 acres to Alfred State, inclusive of the 6.24 acres in question, that would include a potential college home and a 60-foot right-of-way access to the remaining 50 acres (approximate) acres owned by the Foundation. Further, this includes the current baseball and football fields (alleviating the Foundation 100% from liability for the athletic fields) and thus eliminating the need to renew the current lease which expires on May 29, 2011. Because nothing was done with that property, the committee was asked to revisit this. After some discussion, the committee agreed that we proceed with the previous recommendation, giving the 26.62 acres to the college.

104 North Main Property – is rented to a new faculty member for six months as of January.

34 Chestnut Street, Andover – the house is now empty. Craig noted that December 28, 2017 is when the five years is up.

Timber Project – the project is completed, and the Ed Foundation received their portion of the proceeds.
Other

Craig noted he will be starting his new position in January. He noted he is willing to stay on the Property committee during the transition period of the new Dean.

Glenn Brubaker attended the Town of Wellsville Public Hearing where it was announced the Town of Wellsville is officially abandoning a portion of Chenault Avenue, which borders the campus property. Glenn and Craig noted the Town of Wellsville hasn't done anything with that street in many years. We can continue to use it as we have in the past

Property Meeting – January 18, 2016
Next Building Project for Students – with House #53 not yet sold, Joe has been looking for other options for students. Options he suggested include building modular homes similar to what the BOCES students are currently doing. BOCES has a waiting list of potential buyers, and Joe can talk with the faculty involved from BOCES; or renovating a building on campus to house the new Motorcycle and Power Sports Program. Joe also noted there may be some finishing work in the Workforce Development Building, and that he has been contacted by a representative from the Wellsville Bible Church. They are planning to build an addition on the church; however the start date and funding is still unknown. Another suggestion was renovating local homes that are up for taxes or building a duplex to in Alfred for new faculty housing. Concerns about the above suggestions include: the marketing of our programs if we won't be building homes from the ground up, as to many students this is a decision maker. Another concern raised was would there be enough learning experience for the students in the building of modular homes or completing the Workforce Development Building. Also discussed were the costs of building the modulars and the effect on the program. Jeff noted for the short term it may be appropriate to build a modular but voiced his concern of the modular being a long-term solution. The committee discussed building mid-priced homes as opposed to the high end we are currently building; it was agreed smaller and much less expensive homes could not be built in the Meservey Hill site. Craig noted that Vicki does have someone who is interested in the house, but no offer has been made. Joe noted that House #54 will take another year to complete, and students will begin clearing the next lot and will do the site work for the next project during the spring semester. After further discussion, it was decided that until we know if there is an offer on House #53, the committee will report to the Board that two options for the next project are being considered.

Motorcycle and Power Sports Program location – plans to use the old Monroe Muffler building for the program are in process. Terms of the lease are $3,000 per month (includes taxes), and the lease would be for 3-4 years, beginning April 1. Little work to the building is necessary for the program to move in and start. Casey questioned the April 1 start of the lease, being in the middle of the semester. After some discussion, it was agreed we negotiate a start date of June 1 instead of April 1. Julie stated that a budget variance will be necessary in order to cover the Monroe Muffler lease along with the Dresser-Rand Lease (Siemens). Craig noted Fall 2016 is still the anticipated date to move out of the Dresser-Rand facility, and December 2016 would be the worst-case scenario. There would be a few months of overlap, paying both leases. Motion: Pat made a motion to recommend to the Finance Committee that we go ahead with the negotiations for the rental of 4240 Bolivar Road (the old Monroe Muffler building) as a facility for the Motorcycle and Power Sports program. Peter seconded. Motion passed unanimously.

Property list for Board Meeting – It was noted the committee agreed to proceed with the previous recommendation, giving the 26.62 acres to the college. Maps will be copied for distribution at the Board Meeting. The 104 N. Main Street apartment is no longer being rented. Ana noted the possibility of having students from the Architecture & Design department come in and make recommendations for renovations and having the Building Trades students do the work. Ana is now in the Andover home (Church property). The Barber properties were also discussed briefly. It was agreed the next Property Committee meeting, scheduled for February 8th will be solely for the discussion of our property holdings and the March meeting will focus on the Master Plan. Craig noted that department chairs and Ana still need time to review the plan and provide feedback.

Student Health Center – the students have done all the demolition work in the Student Activities Center where the Health Center will relocate, saving approximately $50,000. A contractor will be hired to complete the renovation, and it is anticipated the work will be completed during this semester. We will stay within the budget with this renovation but will have to move funds around.

Property Meeting – February 8, 2016
Property Discussions – The main purpose of the meeting was to review the properties owned by the Educational Foundation and discuss a plan for them. George brought to the meeting a listing of all the Ed Foundation properties along with the tax information from the county tax rolls.

Meservey Hill property – students are currently building on the property, so there is no reason to do anything with the property.

Meservey Hill South – the property has the potential to be future building sites for homes. Committee agreed to hold on to the property.

Moland Road (Betty Brown) Property - In 2010, the committee recommended to the board that the Educational Foundation deed 26.62 acres (of the 75.5 total acres) to Alfred State College. At the December 10, 2015 Property Committee meeting, the committee revisited the recommendation made in 2010 and agreed that we proceed with that recommendation. Discussion of the remaining property (about 50 acres) followed. It was agreed that the Educational Foundation will retain the property. Craig suggested that the surveying students could survey the property and give the committee ideas of what to do with the land.

Sugar Hill – this property borders the farm property. After a brief discussion, it was agreed the committee would retain the property at this time.

Doug Barber properties – Doug Barber donated three parcels of land: one parcel on Barber Lane and two parcels at the intersection of Clearview and Moland Road. The latter two parcels are considered one parcel according to the tax rolls. According to the tax rolls, the property on Barber Lane (approx. 1.9 acres) is valued at $11,600 and the two parcels at Moland Rd and Clearview (approx. 8.7 acres) are valued at $22,200. Doug has recently expressed interest in having the properties sold if they are not going to be used for building, with the proceeds going into a scholarship fund. Discussion followed and Craig agreed to contact a realtor to determine

the current market value of the properties. Motion: Glenn Brubaker made a motion that we sell the three properties, contact a realtor to assist in establishing the list price and list the three properties separately. Pat seconded the motion. All in favor; motion passed unanimously.

48 Chestnut Street, Andover (the Church family home) – a stipulation was to hold the property for five years, which will be up in December 2017. No action will be taken at this time.

Reynolds Street Property – George discovered there is a small parcel of land on Reynolds Street that is owned by the Educational Foundation, bordering the President's home property. Further research will be done on the property as it was thought the property had been turned over to the state several years ago. It was agreed that if the Educational Foundation does still own the property, it should be added to our property list and, the Foundation will hold on to the property.

104 N. Main Street – Craig showed the restaurant and apartment to a potential buyer, who is interested in a "lease to buy" agreement. Discussion, in terms of value of the property and cost for insurance, followed. Craig will talk with Vicki Middaugh to get an appraisal of the building and David will contact the insurance company to determine what coverage would be necessary for the occupant to carry in a 'lease to buy' arrangement. It was agreed an email vote could take place to expedite any agreement.
Glenn Brubaker noted that the college's Emergency Preparedness Plan is being updated. In the plan it was suggested that consideration be given to providing a key to the Wellsville campus buildings that could be used by the Wellsville fire department in the event of a fire when nobody was on campus. After some discussion, it was the consensus of the committee not to provide a key to the fire department. Glenn will notify the Emergency Preparedness committee.

Next Building Project for Students – no further news at this time.

Motorcycle and Power Sports Program location – Craig noted the Monroe Muffler representative was willing to change the date of the lease until August but allowing an early entry into the building. This will now not affect this year's budget.

48 Chestnut Street, Andover Home – Val informed the committee that part of Ana's hiring package, was use of the Anderson Home for two months. Due to an unforeseen circumstance, Ana moved out of the Anderson home into the house at 48 Chestnut Street in Andover. Val requested the committee consider waiving the rent for Ana for the next two months, as was part of her contract. Craig noted that Ana will be renting the house in Andover month-to-month plus utilities. Motion: Pat made a motion that we waive the monthly rent for Ana until April 1, 2016. Peter seconded the motion. Motion passed unanimously.

House #53 – Craig relayed to the committee Ana's desire to rent House #53 if the committee were in agreement. Discussion followed and the committee agreed not to rent the home at this time.

Audit & Finance Meeting – February 18, 2016

Operating Revenues: Checking Account balance – $4,192.86; David noted he withdrew $25,000 out of the investment account to pay bills. The committee was reminded that we would withdraw $259,000 from investments to balance the budget this year. So far, we have withdrawn $75,000. Investment Account Sage Rutty: $995,356 as of 2/17/2016.

Unusual Account Expenditures: Rose noted the repair and maintenance expenses were up due to repair on the heating units in the Freshman Welding building by Clark Air Systems. We are, however, still within our budget for the year.
New Business

Lease rate payment – Julie noted the lease rate was brought up at the last property committee meeting and it was requested that it be an agenda item for the audit and finance committee. It was noted that several years ago, the lease payment came from SUNY; however, for the last approximately ten years, the payment has come directly from Alfred State out of their operating budget, with no additional allocation from SUNY. It was noted we are currently being paid $2.15 per sq. ft. Back in 2010-11, the lease payment was $541,260; we are currently receiving $647,036. The increase is due to the increase in square footage (the addition of the Workforce Development Building). After some discussion, Julie recommended that we maintain the current lease rate and not ask for an increase in the lease rate at this time; the committee members agreed. The report to the board will acknowledge the increase in square footage, which increased the lease payment over the last five years.

Staff wage review - the committee recommended that the Operations Manager pay rate be increased from $11 per hour to $13 per hour beginning in the next budget year, July 2016.

Investment Policy Review – committee members had reviewed sample policies. Geralyn suggested we modify our current policy slightly rather than creating a new policy. Suggestions to make the current policy a bit tighter included: listing the depositories and authorizing agents, including the investment guidelines and objectives, and updating the frequency and type of review of the policy. Geralyn will create a table with the objectives, and Julie will update the frequency and type of review. David noted that the depositories include Steuben Trust, Sage Rutty and ServU. Some discussion followed with regard to the account with ServU. David indicated the account is not used, but it has a balance of $5.16. Motion – Julie made a motion to close out the ServU Credit Union account due to the inactivity. Craig seconded. Motion passed.

Workforce Development Building – Ana noted the elevator has been installed. Currently waiting to have a sump pump installed. The sheet rock has been completed, and the scaffolding has been removed. Still waiting to have the fire alarm and sprinkler system installed. The last big item is the HVAC system. Ana noted a punch list and GANNT chart will be created to finish off the building.

SUNY 2020 (SAMC) – The equipment and furniture will be funded through the college's equipment budget. September 14, 2016 is the potential date of opening.

104 N. Main – Craig noted there is somebody interested in the building.is ready to be rented. It is a three-bedroom apartment for $500 per month.

Board Meeting – February 18, 2016
George Goetschius, on a recommendation of the Property Committee, made a motion to allow Craig Clark to negotiate with the potential buyer of the 104 North Main Street Property between $19,000 and $25,000 and allow a 6-month rent-to-own agreement to the same person that would purchase the building. Ellen Ehrig seconded the motion. Passed unanimously.

Scholarship Meeting – February 23, 2016
2015-2016 Scholarship Report: Deb distributed the summary scholarship report for 2015-2016. Deb noted that 535 scholarships were awarded to new and returning students during the academic year. Of the 511 fall admission scholarship recipients, 33 received a 4.0, 359 received a 3.0-3.99, 77 received a 2.5-2.9, 25 received a 2.0-2.49, 13 received a 1.0-1.99, and 4 received less than a 1.0 GPA. Of the total fall scholarships awarded, 97 (18.9 percent) were ineligible to continue receiving their scholarship due to academic reasons. This is an improvement compared to the previous year when 20.6 percent of the scholarship recipients were ineligible to continue to receive their awards. Admissions offered $255,000 to academically talented students and expended $126,500, resulting in a yield of 50 percent, which is the same rate as the previous three years. The total Ed Foundation allocation of $155,000 was divided as follows: $40,000 - Distinguished Scholars program and $115,000 - Admissions. The expenditure for 2015-2016 was $166,500 broken down as follows: Distinguished Scholarship Program - $40,000 and Admissions - $126,500. The $126,500 includes $100,500 for the Academic Distinction Scholarship; $16,000 for Phi Theta Kappa; $4,500 for Transfer Scholarships and $5,500 for Vocational Scholarships. The overage of $11,500 will be covered by the college. Deb reviewed the college-sponsored scholarships, noting the college supported the Excellence in Education tuition scholarships in the amount of $966,223.74, less the $40,000 Ed Foundation support and the $10,000 Ed Foundation Unrestricted funds, for a total of $916,223.74. The total scholarship funds awarded for 2015-2016 were $4,087,082.94.

2016-2017 Scholarship Report: The preliminary Scholarship Report for 2016-2017 was distributed. The Ed Foundation allocation is $160,000 – $40,000 for the Distinguished Scholarship Program and $120,000 for Admissions. The Excellence in Education scholarships awarded for 16-17 is $1,100,415.30. This is before any financial aid has come off or any recipients have had their applications inactivated for failure to pay their admissions deposits. The deposit due date is May 1. Admissions has offered $258,000 so far for 2016-2017, which is in line with last year's final total offer amount; however, scholarships may be awarded for Phi Theta Kappa, Vocational Excellence and Transfer scholarships until May 1. Deb noted we are getting to the point where we are over-spending the allocation. Discussion on how to handle the over-awards followed. Nothing can be done for 2016-2017, but if changes to scholarship criteria were going to be considered, those decisions would have to be made before new recruitment material is printed over the summer. A large number of our students are staying on for bachelor programs. The new Interdisciplinary Studies bachelor's degree program accepts any of our two-year students, which allows them to continue to receive their scholarships. Also, if students change from a two-year program to a four-year program before graduating with their associate degree, they may continue receiving their scholarship for another two years, as long as requirements are met. The BArch students receive their scholarship for 5 years, when requirements are met.

Unrestricted Endowment Account Recommendation – in the present framework, there is no money left for retention. Deb has been in conversation with Institutional Advancement. A list of scholarships that are need-based was provided by IA, and those scholarships will be redirected for retention purposes. Scholarship funds in the amount of $8,053 were identified for 2016-2017. Admissions will continue to work with Institutional Advancement to determine if there are donors who are willing to broaden their scholarship criteria. Deb proposed using Ed Foundation Unrestricted Endowment funds to cover any Ed Foundation scholarship overage for 2016-2017. If any funding remains, it could be used for either retention or the Excellence in Educations scholarships. Discussion followed. Motion: David made a motion that the $10,000 Ed Foundation Unrestricted Endowment funds for 2016-2017 be used to cover the Ed Foundation scholarship overage. Any remaining funds would be used for the Excellence in Education scholarships. Ellen seconded the motion. All in favor. Motion passed.

Retention Fund Availability – there are no funds for retention at this time.

Budget request for 2017-2018 – With the increase in scholarships being awarded, the committee agreed to request an increase in the allocation for the 2017-2018 budget. Motion: Jane Gilliland made a motion that we request $170,000 for scholarships for 2017-2018. Kathy seconded the motion. All in favor; motion passed unanimously. Deb will send the budget request to the Audit and Finance Committee.

Board Meeting – March 11, 2016
Pat Barry made a motion to accept the offer of $25,000 that Craig Clark received from the Investor Group and Shaun Walsh for the sale of the property at 104 North Main Street. Terri Ross seconded. Motion passed unanimously.

Property Meeting – March 24, 2016
2016-2017 Wellsville Campus Budget – Craig distributed the Draft budget for the Wellsville campus, broken down into Capital/Special Projects, New Campus Projects, Workforce Development, Campus Maintenance and the 48 Chestnut Street, Andover House. Campus paving ($110,000) is a large portion of the Capital/Special projects budget, but necessary in order to not fall behind again. This year the Freshman Electrical lot will be repaved. Campus emergency lighting, doors/heating systems/floors, fire alarms and parking lot coatings are ongoing items. The baking area floor is in need of replacement. Glenn will have a representative from Miracle Methods come to campus to get an estimate for the flooring, so the $54,000 quote in the budget may change. A firm estimate for the demo of the health center is still needed. The air handling system in the Electrical Trades building needs replacing. The blackened windows in Freshmen Auto also need to be fixed. $18,200 is the cost for the design by Hunt; a firm estimate for the repair next year is necessary. Much work has been done in the Student Activities Center, but the carpet was never replaced, and is in need. Upgrades to lighting for Senior Auto, Truck & Diesel and the Student Activities Center are necessary. The total budget for Capital/Special projects is $333,200; the typical request is around $300,000. The Annex Building will be the location of the new Motorcycle and Power Sports program. The plan is to first renovate the exterior of the building, so it is appealing to prospective partners who come to campus, and then work on the interior. The program has not yet been approved; it is still in Albany. The proposed budget for New Campus Projects is $293,000. The Workforce Development Building is nearing completion. The HVAC system, ceiling tiles, flooring,

bathrooms, and fire alarms are still needed. Once the alarm system is in, the elevator will be completed. The total budget for completion of the building is estimated at $187,000. Craig and Ana expressed the need to complete the building, so Building Trades can move in the Workforce Development Building. Once Building Trades is out of current area, that space will be renovated, installing 10 cubicles, so expansion of the HVAC program can take place, allowing 20 more students into the program. The total proposed budget stands at $874.700. Jeff Stevens expressed concern about the noise from the motorcycle program. The noise has been discussed and doesn't seem to be an issue. Jeff also asked where in the budget is the flexibility. Discussion followed including taking out a loan, raising the lease rate. Motion: Ana made a motion to forward this budget in the amount of $874,700 to the Audit and Finance Committee. Pat seconded the motion. Motion passed unanimously.

Master Plan Review – The committee would like to get feedback and a plan to Dan. It was agreed to eliminate Dan's change of the dead lot to a parking lot. This dead lot is necessary as there is no other place to hold the cars used by the Automotive Department. Also need to let him know that the Annex Building will be renovated for the Motorcycle and Power Sports. The Alternate Fuel lab – we don't have one. It is embedded into a program. he would like to have space to work on vehicles. Cold Storage building next to masonry. Needs to have windows. It is space that can be reclaimed. It is space that has an effect on the appearance of the campus. Is there a way to . There is a problem with large project storage space. Need a place to store materials. Would like to have the asbestos removed; will work on getting an estimate. South 40 – Ana got an estimate to fix the plumbing. The estimate was $179,000, with $74,000 of that to remove contaminated soil. It was agreed that more information is needed before getting back to Dan.

Meservey Hill Updates
House #53 – has not been sold. Vicki has been showing it; clients are looking for homes in the $170,000 range.
House #54 – electric is in; plumbing is in process. Dry wall will be started next week. The roof is being put on.
House #55 – students are starting the clearing of the land and the grading work.
Wellsville Campus Projects

Workforce Development Building – the elevator is installed but won't be on until the fire alarm system is installed.

Machine Tool Program Relocation – due to the mild winter, the contractors have made up some lost time. Anticipated completion date is September 19. For the 16-17 budget, it was noted that Dresser-Rand will receive rent through December 2016.

Campus Summer Maintenance – was covered under budget discussions.

Next Building Project for Students – the students will do the project at the Wellsville bible Church. They will not be putting in the slab; will not be setting the trusses; they will be doing the electric, but not the plumbing. The faculty are not planning to build a new house next year

Motorcycle and Power Sports Program location – Since the program is not yet approved, it is still uncertain whether it will be a fall 2016 start or 2017. If a fall 2016 start, the building renovation will be hired out; if 2017, our students will be able to do some of the work.

104 North Main –the property has been sold; paperwork is being finalized.

Audit & Finance Meeting – March 29, 2016
Rose distributed the preliminary budget, and it was reviewed line by line with the committee. Items noted included: income from leasing the Andover House should be increased to $9600 for full year's lease; the sale of 104 N. Main will be finalized this year, so there will be no expenses for 16-17 budget year; the Repair and Maintenance line includes $9,000 for parking lot sealing and $10,000 for demolition of the Health Center – it was agreed Rose will start a new line item for Special Projects and reduce Repairs and Maintenance to $60,000; Special Projects line will include projects not considered capital projects, and the parking lot sealing will be added there; the demolition of Health Center will be removed from the budget; the Dresser-Rand Lease is in the budget until December 2016; the Monroe Muffler lease is on hold and should be removed from the budget; Insurance has increased. Under General Administration, payroll will remain the same; ACES is requesting a small increase to $11,000; the PR Committee requested $750; Bonadio Audit went up slightly. Support for Campus programs will remain the same, but $3,000 will be added in for Taste of Wellsville. The Scholarship Committee was approved last year for $160,000 for the 16-17 year. It was noted $259,000 has been taken out of investments to balance this year's budget. Our investment balance is now $988,109.36 with a margin balance of $115,722.12.

The Wellsville Campus budget was then distributed and reviewed. There is a much bigger wish list this year than in previous years. Craig noted Capital Projects are at $333,200; New Projects - $293,000; the Workforce Development building - $187,000; Campus Maintenance remains at $60,000; and $1500 for 48 Chestnut, Andover House, for a total of $874,700. Craig went on to explain the budget by item: Campus paving ($110,000) is a large part of the Capital projects, but it is necessary so as to not get behind again. Campus lighting, doors, heating systems, and fire alarms are ongoing upgrades. The Baking floor is in need of replacement. The $54,000 estimate is a "worst case scenario". Glenn Brubaker will get an estimate from Miracle Methods. Health Center demolition was included in the budget (Line 15) but as stated above, will not be included in the budget; New Air handling in Electrical is needed. Craig explained that what is in there now was donated over 15 years ago. The Student Activities Center needs a new heating system, which will be the last phase of rehab, along with new carpet. Freshman Auto windows are in bad shape. Hunt's design estimate if $18,200; repair will be done next year. There was a lengthy discussion about the $30,000 for summer painting. Val noted the Wellsville Campus can put in work orders to have buildings painted, as is done on the Alfred Campus. A plan for painting should be developed, but there is no need for $30,000 be added to the budget.

New Campus Projects -- Craig noted the Health Center renovations should be done next week. The new Motorcycle & Power Sports program is going to go into the Building Trades Annex. The work is expected to be done over the summer. Total cost is $293,000. An estimate of $187,000 will be needed to complete the Workforce Development building; the HVAC system will be around $111,000, and $30,000 is needed to finish the fire alarm system. Once the fire

alarm system is installed, the elevator can be completed. Once those items are completed, the certificate of occupancy can be obtained, and students can begin using the building.

Craig noted that House #53 has been shown, but the buyers are looking for homes in the $160,000 - $170,000 range. Craig noted that students will not be starting a new home next year. They will be working on the Wellsville Bible Church and possibly a modular home. Val expressed concern that if the students won't be building new homes, the Admissions office and accepted students, need to be aware of that fact, as that is how the program was marketed to them.

After lengthy discussion on options to meet the proposed budget, it was agreed that Rose would go back and make the suggested changes to the preliminary budget and will email it to the committee members. The changes will increase profit/loss from $91,830 to $144,792 and increase available cash from $266,380 to$319,342. The next step for the committee is to come up with an amount to take from investments to increase the total available cash, to make available for capital projects. Ellen proposed the committee take some time to think about the budget and meet again before the Board Meeting on April 7 to continue discussions. Committee agreed.

Board Meeting – May 19, 2016
The Public Relations Committee recommends to the Board that Jeff Cole be added to the committee as an ad hoc member, as he is responsible for writing the press releases for the committee. Jim Knapp made a motion to add Jeff Cole, writer, Office of Marketing and Communications, as an ad hoc member to the Public Relations Committee. Casey Joyce seconded the motion. Passed unanimously.

The Finance Committee recommends the acceptance by the Foundation Board of the 2016-2017 budget of $703,386.05. Expenses are $558,594 with a profit of $144,792.05. $270,000 has been allocated for capital projects and $170,00 proposed for scholarships for the 2017-2018 recruiting year. Jim Knapp made a motion to accept the 2016-2017 budget of $703,386.05 as presented. Casey Joyce seconded the motion. Motion passed unanimously.

The Finance Committee recommends the budget request for $170,000 for scholarships for the 2017-2018 recruiting season be approved. Peter McClain made a motion to approve the request for $170,000 for scholarship funding for the 2017-2018 recruiting year. Ellen Ehrig seconded the motion. Motion passed unanimously.

Casey Joyce made a motion to approve the name change from Finance Committee to Audit and Finance Committee as recommended by the By-Laws Committee. George Goetschius seconded the motion. Passed unanimously.

David Haggstrom, on the recommendation of the By-Laws Committee, made a motion to recommend that Jim Knapp fill the vacated position of Scott Burt as Friend of the College. Geralyn Gough seconded the motion. Passed unanimously.

The Finance Committee recommends the budget request for $170,000 for scholarships for the 2017-2018 recruiting season be approved. Peter McClain made a motion to approve the

request for $170,000 for scholarship funding for the 2017-2018 recruiting year. Ellen Ehrig seconded the motion. Motion passed unanimously.

Property Committee Annual Report
The Wellsville Campus Budget request for 2015-16 was: $638,190.00
The Wellsville Campus Budget request for 2016-17 is: $825,700.00

Wellsville Campus Projects: The Workforce Development building continued to be a large focus of campus projects this year. To date $1.8 million has been invested with $1.2 million raised through fund raising efforts. Great progress has been made in the building this year, and a major portion of the second floor has been completed. It has been an ideal laboratory for construction purposes. Anticipate completion during Summer 2016, and plan to use for classes in Fall 2016 after a certificate of occupancy is received. The Machine Tool and Welding programs will be moved from the Dresser-Rand facility once the Sustainable Advanced Manufacturing Center is completed using state funds from a SUNY 2020 grant; anticipated completion of the building is September 19, 2016. Continue to seek donors for the Culinary Arts addition.
Meservey Hill Subdivision: House #53 has not yet sold and has been listed with Middaugh Realty for $225,000. House #54 is well underway, with anticipated completion of May 2017. The site work for House #55 has been started; however, there is no plan to start building the home in fall 2016.

Properties Owned by Foundation: Committee members traveled to all properties owned by the Foundation to determine a plan. The property at 48 Chestnut Street, Andover, NY, is currently being leased on a month-to-month basis. Rent remains set at $800/month plus utilities. Property at 104 N. Main St. Wellsville was sold in April 2016 for $25,000. Committee agreed to have a realtor determine the current market value of the properties donated by Doug Barber and list the three properties on the market separately.

College Master Plan/Wellsville Campus Mossien Plan: Mossien Architects returned to campus and presented the updated 'draft' Master Plan. Review of the plan is ongoing by committee and Wellsville faculty members.
SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): The Sustainable Advanced Manufacturing Center is well underway. The anticipated date of completion is September 2016.

Timber Project: The College received their share of the proceeds of the timber project (18,827.72), which included the Betty Brown property, owned by the Educational Foundation.

Property Meeting – May 27, 2016
George stated the purpose of the telephone conference was to establish new guidelines for the sale of House #53, since the contract with the realtor has expired. The asking price of the house through the realtor was set at $225,000. The committee had previously given Craig permission to lower the asking price to $218,000. George noted we have $214,817 in the house which includes materials, labor for contractors, the property and the cost of holding on to the house. In 2015, $3,200 was spent on the house, and so far this year, $1,800 has been

spent. It was noted that most people in this area are not looking for homes in the price range at which the house is currently set.

Several points were brought up and discussed including: without the sale of the house, we are forced to use our line of credit; current interest rate is 3.75%; a reasonable period of time would have to pass before we could sell to a prospective buyer who viewed the house with the realtor without having to pay the realtor's fee; the committee needs to determine how badly they want to sell the home and at what price; House #54 will be completed in May 2017 and there is the possibility of having two homes on the market at that time; should consideration be given to have an allowance for the purchase of appliances and flooring, and is it possible to market the house with that information; is offering homeowners insurance an option? David noted that he wasn't sure how that would work, and Ana stated she would do some research on it; without a realtor, we can ask $205,000 (this amount is equal to the $218,000 less the realtor's fee). With losing around $3,000 per year, committee needs to determine how long to hold on to the house or how aggressive do we need to be to sell the house? It was noted the best time for selling homes is now – May through August!

After some discussion it was suggested we set the selling price at $205,000 and try selling the house for three months. If the house hasn't sold, the committee will revisit options at that time. Ana noted that she is willing to show the house to any prospective buyers, and also noted she will work on getting the house 'staged' without incurring any costs.

It was noted the Property Committee sets the price of the homes; if there is any valid offer, it will then go to the Board for approval.
Motion: Ana made a motion to offer the house at $205,000 without a realtor, with permission to negotiate to $190,000. Jim Knapp seconded the motion. All were in favor; motion carried. Craig will contact Vicki to end the lease.

Scholarship Meeting – June 2, 2016
2015-2016 Scholarship Report: Deb distributed the final Scholarship Report Summary for 2015-2016. There were 535 scholarships awarded to new and returning academic recipients during the academic year. Of the 482 spring admission scholarship recipients, 15 received a 4.0, 356 received a 3.0-3.99, 73 received a 2.5-2.99, 28 received a 2.0-2.49, 9 received a 1.0-1.99, and one received less than a 1.0 GPA. Deb compared the student GPA statistics to last year's and found that 3.1% of this year's students received a 4.0 compared to 4.2% last year; 74% of this year's students received 3.0 – 3.99 compared to 69.7% last year; 15.1% of this year's students received a 2.5-2.99 compared to 17.75% last year; 5.8% of this year's students received a 2.0-2.49 compared to 6.89 last year; 1.87% of this year's students received a 1.0-1.99 compared to 1.46% last year; and .2% of this year's students received less than a 1.0 gpa compared to 0% last year. This year, 77% of our scholarship recipients had a 3.0 gpa or better.

2016-2017 Scholarship Report: The Ed Foundation has allocated $160,000 for scholarships for 2016-2017, and there is $10,000 from the Ed Foundation Unrestricted Fund. The Admissions Office has offered $297,000 in scholarships and expect $154,500 for a yield of 52%, which is less of a yield than last year's 50%. With the $154,500 in Admissions Scholarships plus the $40,000 for the Excellence in Education scholarship, the total expenditure is $194,500. The total allocation is $170,000, resulting in an overage of $24,500 at this time. Deb noted by moving to

the Common Application, more scholarships were offered but didn't yield as well. To date, funds have been offered as follows: $40,000 for Excellence in Education, $123,000 for the Academic Distinction scholarships, $15,000 for Phi Theta Kappa, $9,000 for Transfer Scholarship, and $7,500 for Vocational Excellence Scholarships. For the 2016-2017 year, over $4.4 million have been offered for scholarships.
Old Business

Budget for 2017-2018 – the budget request for $170,000 for the 2017-18 academic year was approved at the May 19, 2016 Board Meeting.

Annual Report: Deb distributed the Annual Report for 2015-16 that was submitted for the Annual Meeting and noted the accomplishments for the year.

Review of Administrative Operations Calendar – committee reviewed the calendar and made changes. Mary will incorporate the changes into the calendar.

Unrestricted Endowment Account Tracking – at the February meeting, it was agreed to use the $10,000 in Unrestricted Endowment Funds to cover the Ed Foundation scholarship overage. Any remaining funds would be used for the Excellence in Education scholarships.

Retention Fund Availability – With no funds available for retention, Deb noted the Admissions Office worked with Institutional Advancement Office and came up with $8,053 to be used for retention for 2015-2016

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2015-2016

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Patrick Barry, Friend of College, (2013)
Dr. Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
George Goetschius, Alumni – (1997)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Friend of College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty (Administrative) (2015)
Ana McClanahan, Ex-Officio (2016)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of College, (2014)
Mary Scholla, Operations Manager (2014)

David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Non-Board Committee Members:
Glenn Brubaker, Property Committee, Facilities Director
Rose Cook, Audit and Finance Committee, ACES
Jeff Cole, Public Relations Committee, Marketing Communications
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Deborah Goodrich, Chair, Public Relations and Scholarship Committees, Associate Vice President for Enrollment Management (1999)
Jane Jamison, Scholarship Committee
Kathy Markel, Scholarship Committee, Admissions Office
George "Joe" Richardson, Property and Public Relations Committees, Building Trades Department
Russ Nunley, Public Relations Committee, Director of Marketing Communications

BOARD UPDATES
Board of Directors met: September 17, 2015, October 15, 2015, January 21, 2016, February 16, 2016, and April 7, 2016. A telephone conference meeting was called on March 11, 2016 and a Special Meetings were called on March 11, 2016 (telephone conference) to discuss the sale of 104 North Main Street and on April 21 to discuss the 2016-2017 budget.

Jim Knapp joined the Board as Friend of the College in September 2015.

Norm Ellis retired from Alfred State and resigned his position on the Board in December 2015.

Ana McClanahan joined the Board in January 2016 as Ex-Officio, after being hired as Dean of the School of Applied Technology, replacing Craig Clark who was promoted to Vice President of Economic Development. Craig will remain on the board during the time of transition.

AUDIT AND FINANCE COMMITTEE – Geralyn Gough, Chair
Audit and Finance Committee met: April 7, 2016, March 29, 2016, February 18, 2016, October 15, 2015, and September 17, 2015

Budget 2015-16

Investment Account Balance (Sage Rutty):	$895,517.98	(April 30, 2016)
Checking Account Balance:	$ 33,644.21	(April 30, 2016)
Line of Credit:	$ 80,000.00	

The operating budget was $738,786.05for 2015-16. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $160,000 for 2016-17.

House #53 did not sell and is listed with Middaugh Realty; asking price is set at $225,000.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

After the review of the investment account with a representative from Sage Rutty, committee agreed the portfolio was too aggressive for a non-profit organization and a rebalancing was completed, adjusting the portfolio to be in line with 40% in the Growth allocation and 60% in the Growth and Income Allocation.

The committee began review of the current Investment Policy, and plans to continue the review and update the policy in 2016-17.

Budget 2016-17
The committee recommends the budget of $703,386.05 for 2016-17. Committee recommended and approved $170,000 for 2017-18 Scholarship funding.

BY-LAWS COMMITTEE – David Haggstrom, Chair
By-Laws Committee did not meet during 2015-2016. An e-meeting was held to vote on goals, and goals for 2014-15 remained the same for 2015-16.

Norm Ellis resigned his position as of December 2015. Faculty Senate called for nominations for an Educational Foundation Wellsville faculty representative, for election in April and Mark Payne was elected to fill the vacant position.

PROPERTY COMMITTEE – George Goetschius , Chair
Property Committee met: September 10, 2015, November 9, 2015, December 10, 2015, January 18, 2016, February 8, 2016, and March 24, 2016.

The Wellsville Campus Budget request for 2015-16 was:	$638,190.00
The Wellsville Campus Budget request for 2016-17 is:	$825,700.00

Wellsville Campus Projects: The Workforce Development building continued to be a large focus of campus projects this year. To date $1.2 million has been invested with $1.2 million raised through fund raising efforts. Good progress continues on the building. It has been an ideal laboratory for construction purposes. Work on classrooms, offices, and second floor spaces of the Workforce Development Building will continue to be completed by students during coming semesters. Full occupancy is not expected until Fall 2017 at the earliest. The Machine Tool and Welding programs will be moved from the Dresser-Rand facility once the Sustainable Advanced Manufacturing Center is completed using state funds from a SUNY 2020 grant; anticipated completion of the building is September 19, 2016. Continue to seek donors for the Culinary Arts addition. The Wood Fabrication Lab will be relocated from the current Building Trades Building's first floor to the Building Trades Workforce Development Building after basic work is completed to achieve a certificate of occupancy for the first floor. This will allow the original Building Trades Building's first floor to be retrofitted for expansion of the HVAC program. It is hoped that most of the retrofitting will be completed by students. Any floor drain corrections will require involving a contractor.
Meservey Hill Subdivision: House #53 has not yet sold and has been listed with Middaugh Realty for $225,000. House #54 is well underway, with anticipated completion of May 2017.

The site work for House #55 has been started; however, there is no plan to start building the home in fall 2016.
Properties Owned by Foundation: Committee members traveled to all properties owned by the Foundation to determine a plan. The property at 48 Chestnut Street, Andover, NY, is currently being leased on a month-to-month basis. Rent remains set at $800/month plus utilities. Property at 104 N. Main St., Wellsville has been sold for $25,000. Committee agreed to have a realtor determine the current market value of the properties donated by Doug Barber and list the three properties on the market separately.
College Master Plan/Wellsville Campus Mossien Plan: Mossien Architects returned to campus and presented the updated 'draft' Master Plan. Review of the plan is ongoing by committee and Wellsville faculty members.
SUNY 2020 Grant (Alfred State, Corning Community, Jamestown Community and Broome Community): The Sustainable Advanced Manufacturing Center is well underway. The anticipated date of completion is September 2016.
Timber Project: The College received their share of the proceeds of the timber project (18,827.72), which included the Betty Brown property, owned by the Educational Foundation.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair
Public Relations committee met: August 27, 2015, January 14, 2016, March 10, 2016, and April 14, 2016.

- Press releases were sent out for each Educational Foundation scholarship recipients.
- Additional press releases were sent out on behalf of the Educational Foundation for:
  - Work Grant
  - New Board Member Jim Knapp
  - Groundbreaking for House #54
  - Peer Tutoring Support
  - Work Grant Support
- Ed Foundation press releases were added to the college web site.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Updated the following Ed Foundation items:
  - Roll-up display, which has been placed in the Culinary Arts lobby
  - Brochure, while not printed, the text was distributed to members of the PR Committee for reference
  - Web site
- Added the Ed Foundation history, prepared by Ellen Ehrig, to the web site.
- During the month of May, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair
Scholarship Committee met: June 1, 2015, October 13, 2015, and February 23, 2016.

- The Ed Foundation scholarship allocation for 2015-2016 was $155,000, which represents a $7,000 increase from the 2014-2015 allocation. The initial breakdown for scholarship allocations was as follows:
  - $ 40,000 Distinguished Scholars
  - 115,000 Admissions

$ 155,000 TOTAL ALLOCATED

- The criteria for the Distinguished Scholars program scholarships was increased for 2015 incoming students. The changes raised the criteria for both the high school grade point average as well as the standardized test scores. This resulted in a significant decrease in the number of Excellence in Education scholarships offered and a corresponding increase in the number of Academic Distinction scholarships.
- No funds were available for retention grants.
- The final distribution of 2015-2016 scholarships was as follows:
  - $ 40,000 Distinguished Scholars
  - 126,500 Admissions

$166,500 TOTAL EXPENDED

- Ed Foundation scholarships were over awarded by $11,500, which will be covered by Alfred State.
- The yield of scholarship funds expended from those offered was 50 percent.
- Scholarships were awarded to 535 new and returning students during the academic year, compared to 504 in the previous year.
- Of the fall recipients, 77 percent received over a 3.0 grade point average. Ninety-seven (18.9 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a decrease compared to last year (20.6 percent ineligible in 2014-2015).
- A request for $170,000 scholarship allocation for the 2017-2018 budget year was submitted to the Finance Committee.
- The Educational Foundation of Alfred Inc. Unrestricted Fund is held by the Development Fund. $10,000 will be allocated each year for scholarship purposes until the balance is depleted. In 2015-2016, the $10,000 was applied to the Excellence in Education tuition portion of the scholarship to assist the College in funding the Distinguished Scholars program. In February 2016, the Committee voted to direct the 2016-2017 allocation to cover any Ed Foundation scholarship overage. Any remaining funds would be used for the Excellence in Education scholarships.
- The Committee is interested in the availability of funds to be used for retention grants for students who are doing well but are lacking the funds to enroll. After consultation with Institutional Advancement, 2016-2017 scholarship funds in the amount of $8,053 were identified to be redirected for retention purposes.

2016-2017 Educational Foundation of Alfred, Inc.

Board Meeting – July 12, 2016 – Special Telephone Conference Meeting
George Goetschius made a motion to accept the Purchase Offer of $203,000 for House #53. Jim Knapp seconded the motion. All in favor; motion passed unanimously.

Property Committee Meeting – August 24, 2016
Patrick Barry made a motion to approve the minutes of the March 24th and May 27, 2016 meeting. David Sengstock seconded. All in favor, motion passed.

New Business:

2016-2017 Goals – Committee reviewed goals and agreed to keep goals from 2015-2016.

Motorcycle and Power Sports Program location – The college has been looking at various options to house the new program. Glenn Brubaker found a possible location off-campus to discuss with the committee. The properties are owned by Dick and Mike Culbert. One of the properties is 67 acres with a 4500 sq. ft. building and the other property adjacent is 3 acres with a second building about 3200 sq. ft. The 4500 sq.ft. building was built in 1987 and is in excellent condition; the 3200 sq. ft. building is older and would need some updating but the building is solid. The verbal asking price for the first building and 67 acres is $200,000 and for the second building and 3 acres is $100,000. The property is served by a water well and natural gas. The newer building could be used for lab space and the smaller building for classrooms and faculty space. Discussion followed about options for financing the building and financing the necessary renovations. Ana discussed the possibility of getting commercial sponsors to help with the costs of the program. Once costs are determined, Property Committee will make a recommendation to the Audit & Finance Committee and they would look into the financials. It was suggested the property be looked at by an architect and an inspector to see if the property meets our needs and if the water and septic will meet codes. Ana will talk to Dan Mossien to schedule a time for him to come out to look at the property with Glenn, Joe and Jeff, to determine if the property is suitable and give us an idea of the cost of renovations. It was noted the cost of equipment will be covered by the college primarily through an ARC grant. Ana will gather the rough dollar figures so they can be presented to the Audit and Finance Committee after Property Committee review.

Meservey Hill Updates

- House #53 – Final Report – Joe Richardson reported on the costs for House #53, comparing the estimated cost to the actual cost. Materials were estimated at $141,800 and actual cost was $156,433.85. The site work was estimated at $40,500; the actual cost was $32,862.03. Total cost of the house was estimated at $182,300 and the actual cost was $189,295.88.
- House #54 – most of the sheet rock is installed; the exterior siding and trim has been completed. The well was put in over the summer and the electric was moved over the summer. Students will be ready to start the trim work on the inside and will start the brick veneer on the outside of the house. Joe asked if the committee wanted the students to install more high-end finishes in the house. Joe suggested a decision be made soon. After some discussion, Julie suggested a realtor be contacted for their opinion, to determine what finishes would be most appealing to a prospective buyer. The property committee will need to advertise house sale soon if we want to presell before

home is finished, but before that an appraisal will need to be done. If a buyer is identified, the finishing work can be selected by the buyer. If no buyer is identified, the committee will decide on the finishing work. It was agreed that Ana would contact Vicki Middaugh and get her recommendations of what buyers are looking for. Ana will also schedule an appraisal of the home.

- House #55 – students have started clearing the space and there is some more work to be done there. Students will not be starting a home this year.

Wellsville Campus Projects

- Workforce Development Building – Initially it was planned that contractors would come in and complete the work the students aren't able to do; however, with need for a location for the new Motorcycle and Power Sports Program, funding was put on hold. Ana will present a list of tasks that the students will be able to complete, which will decrease the cost of completion for the building. They may look for occupancy of the first floor this year and the second-floor next year. They will get an inspector to come in and look to see if that is an option. Any funding is contingent up the Motorcycle and Power Sports location.
- SAMC – a grand opening for the building is planned for October 14 at either 2 or 3 p.m. with Senator Cathy Young. It will be a big event and all Ed Foundation members will be invited. Also, the Health Center was successfully moved into the Pioneer Student Union. The Pioneer Student Union (previously known as the SAC building) will be featured at a reception on Thursday, September 15. Time TBD.
- Culinary Arts Addition – no news. Conversations with Institutional Advancement are on-going for a possible Capital Campaign.
- Campus Summer Maintenance – Ana noted that the grounds are in good condition. She commended Chad Bixby and his two student workers for their work trimming the shrubs and making minor repairs, and all they completed over the summer. Not a lot of money was spent over the summer as they are waiting on the Motorcycle program decision on a building.

Public Relations Committee Meeting – August 25, 2016

Ellen Ehrig attended the meeting to give a brief explanation of how she compiled the History of the Educational Foundation from its inception – June 2010. She noted she went through old *Tor-Echos*, *The Alfred Sun*, archival materials she found in Hinkle Library and on the Wellsville campus and all the minutes that were available. She suggested no one could look at the minutes from ALL the committee meetings and pick out the relevant material. Other suggestions she made were use both first and last names, along with position and company name if other than an Ed Foundation member; update the history every 6-12 months once caught up; and include board and committee members for each year. She felt it would be difficult for an outsider or a committee to write the history; an individual familiar with the Ed Foundation might work better. Deb thanked Ellen for coming to the meeting and for all her expertise.

Calendar for 2016-2017 was created as follows:

- September 2016 Reception featuring new Pioneer Student Union. The reception is scheduled for September 15 at 1 p.m. Roll up will be set up for this.
- October 2016 Ribbon Cutting for SAMC building. The ceremony is set for October 14 and will also serve as the kick-off for the 50th anniversary of the Wellsville campus. Our

roll-up will be set up for this event also. It may be appropriate to have Julie or another Ed Foundation board member as part of the stage party. Ana's thoughts are to showcase one department each month during the 50th year. Details are still being worked out. Sandy Sawyer suggested recognizing Ed Foundation scholarship recipients at some point during the 50th anniversary.

- November and ongoing Scholarship Awards
- November/December 2016 House #54 – the Property Committee is in the process of getting an appraisal of the house. Joe Richardson will work on getting the descriptive rendering for the house, so PR can begin preparing a new flyer with a photo indicating the upcoming availability of the house. The information will be added to the website.
- January 2017 Peer Tutoring
- February 2017 Work Grant
- April 2017 Open House for House #54
- May 2017 Chamber of Commerce Window
- Possible Future Press Releases:
    - Meservey Hill South – will remain on list
    - Workforce Development Building – building is getting close to completion, but funding was put on hold. Completion date/certificate of occupancy is still unknown. A ribbon-cutting ceremony will be planned once certificate of occupancy is obtained.
    - China Decathlon Home Replica – no news at this time; will remain on list for now.
    - Meservey Hill Heights Sign – no news
    - Forest Economy Research Center – Will remain on list; however, there is a possibility the location of the center will be off campus.
    - Motorcycle and Power Equipment Repair program – program has been approved. Property Committee is looking for a location to house the program.
    - 50th anniversary monthly department showcases.

Old Business

- House #53 status – currently sale pending. The website will need to be updated to reflect the sale once it is final.
- Website update – House #54 can be added to the website along with a photo and rendering for the house.
- Ed Foundation History – at Ellen's recommendation, it was agreed that Russ and Deb will work together on a template to get started on the history.

New Business

- 2016-2017 Goals – Goals were reviewed. There were a couple minor changes to the 2015-16 goals and are reflected at the end of these minutes.
- Cornerstone vs Plaque - After discussion, Joe Richardson recommended staying with the Cornerstone.
- Review Operational Calendar – okay as is for PR Committee, with the addition of "Submit History update to Board in February".
- Review materials for Chamber window – current materials are outdated. It may be possible to do a 50th anniversary window in May and update the foam boards with photos taken of the different departments as they are featured each month.

Property Committee Meeting – September 14, 2016

The sole purpose of the meeting was to get an update on the analysis of the Culbert properties that are under consideration for purchase for the new Motorcycle and Power Sports program.

Dan Mossien reported on his findings after his building code analysis of the properties: The well water system is sufficient; however, it may need an upgrade with the increase in occupants. Estimated cost for upgrade - $5,800. The sanitary system is in need of a large expansion upgrade. There is currently a 1500- gallon tank and small leach lines. A larger tank and new leach lines are needed. Estimated cost is $35,000. Dan Mossien feels students can do much of the work to reduce the cost. New toilet rooms are needed to bring them into compliance of the ADA Code. Estimated cost - $15,000. An exhaust system for fumes will need to be installed. Estimated cost for a system installed is $90,000 but, if installed by students, price could drop to approximately $60,000. Dan added in $500 for exit/emergency lighting, smoke and carbon monoxide detectors. Both driveways need to be leveled and have stone/gravel installed. A drainage system will also need to be installed to eliminate erosion. This is work that can be done by the students, and it was noted that there would be sufficient space for bus turnaround. Dan noted repair to the driveway is a safety issue, not a code requirement. Estimated cost to pave the driveway - $53,630.

Dan's total estimated cost for upgrades is $116,300, not including the paving, but could be around $85,000 if students do much of the contractor's labor-related work. Question was raised as to the availability of the students to do the aforementioned work. Jeff Stevens confirmed the work was something the building trades students could handle in the second semester. The heavy equipment students could handle the site work, depending on the time frame. Jeff Stevens noted the toilet rooms would not be a project that could be completed solely by students and would probably have to be contracted out; however, the students could possibly help with walls, but not the plumbing.

Concern was raised that this is a new program and may be a bit riskier than funding an already established program, and the question of whether or not an ROI had been done. Val Nixon explained that a formal ROI has not been done, and noted it is difficult to do an ROI.

Question was raised as to whether there is value to purchasing all 67 acres or if it would be better to just purchase the buildings. Jeff Stevens noted the property would be valuable to the Heavy Equipment students, and there is some possibility the property could be used for building in the future. It was also noted the savings from not purchasing all the acreage would be minimal.

After lengthy discussion, it was noted there are still several unknowns at this point. Until there is approval from the committees and the board to move forward, even the sale price of the property is unknown. There's a possibility the property owners may consider reducing their verbal price of $200,000 and $100,000 if they were able to have their name on the building or some other incentive. Val Nixon noted that once there is support and approval of the project, the details can then be worked out. She specified that it is not the intention to request this funding this year and then do the same in a year or two. She stated the campus will be looking for ways it can help with costs. She also noted the urgency of a decision of whether or not there is support of this project, because if there isn't the support of the committees and board, the college will have to look for an alternate solution and time is running out. Students will be accepted into the program in the next few weeks for start in Fall 2017.

George Goetschius noted it is the responsibility of the Property Committee to determine whether or not the property will be suitable for the project, and it is then up to the Audit & Finance

Committee to figure out the funding. Concern was raised that committee also wants to be able to continue with regular annual maintenance projects so as not to fall behind.

George Goetschius asked Dan Mossien if he felt the building was suitable for the proposed project, and Dan stated he is confident that it is. The first (newer) building is a solid and sound building; the second building will be more expensive to renovate, as it would basically require "building a building inside the existing building" and adding another pair of toilet rooms, but he feels they are adequate for the project.

In an effort to come up with dollar figures to present to the Audit & Finance Committee, it was determined the very rough estimate of Phase #1, which includes the purchase of the properties and renovating the first building to be code-compliant along with the site work for the driveway would be between $385,000-$465,000. The increased square footage for the first (newer) building of 4,500 sq. ft. and the second building of 3,180 sq. ft. for a total of 7,680 sq.ft, at the 2.15 per sq. ft., would increase our lease payment $16,512 per year. It was noted only the first building would be used the first year. The tools and movable equipment will be covered by other funding. To borrow $400,000 at 5% interest for 15 years, the payment would be approximately $3,111 per month. Our current payment to Dresser-Rand for leasing their space is $5,833 per month, which will end by next month.

Glenn Brubaker noted that there are some other options being discussed with regard to space needs for year two, but it was agreed that for now, this committee is in agreement to make a recommendation to the Audit & Finance Committee on the information presented.

Motion: Glenn Brubaker made a motion to recommend to the Audit & Finance Committee to consider the feasibility of funding up to $425,000 for the property needs for the Motorsports program. Craig Clark seconded the motion. All in favor; motion passed. The motion will be brought up to the Audit & Finance Committee at their meeting tomorrow, September 15, 2016.

Audit and Finance Committee – September 15, 2016
Guest Presentation: Katrina Smith, from Sage Rutty, did not attend the meeting, but provided a written report. David Sengstock distributed the Portfolio Analysis provided by Katrina Smith and noted that the committee's rebalancing last year paid off. The current value of the American Funds is at $939,003.52 with $351.04 cash, for a total of $939,354.56. Katrina Smith did state that she would be happy to answer any questions the committee may have and is willing to come to a future meeting if deemed necessary.

Operating Revenues – the checking account is at $51,955; the Line of Credit is at $220,000 and the investment account is at $939,354.56.

Operating Budget – Rose stated that very little has been spent over the summer. The audit was completed by Bonadio and the draft audit has been approved and will be ready to present to the board at next month's meeting.

Old Business:

- Status of Workforce Development Building – Ana McClanahan reported they are working on moving the remaining work from contract labor to student work. They are investigating what is required in order to obtain the Certificate of Occupancy and feel

they can fund the necessary work over the next two budget cycles. Anticipate occupancy in Fall 2017 or at the latest in December 2017.

- Wellsville Campus Projects – Ana stated that funds have been reserved for the Motorcycle and Power Sports program, noting that for the rest of the campus safety and necessary repairs will be kept up, but funds will not be spent on aesthetics for the time being.
- Property Updates: 48 Chestnut Street – still being rented; House #53 – has been sold; closing is set for September 19; House 54 is progressing.
- SAMC – The ribbon cutting is scheduled for October 14, which is also the kickoff of the 50th Anniversary of the Wellsville campus. The building is being occupied; senior welding students are moving in next week. Freshmen welding students are in the old shop. Ana stated that each department at the Wellsville campus will provide a community service, e.g. new drivers will be invited to campus to learn how to check oil and change tires.
- Investment Policy – will be discussed at a future meeting.
- Reception featuring the new Student Health Center in the Pioneer Student Union was held today. Ana suggested board members take time to tour the area.

New Business:

- 2016-2017 Goals – Goals were reviewed and revised. New goals are listed at end of minutes.
- Review of Operations Calendar – It had been suggested by David Sengstock that a joint meeting of the Audit & Finance Committee and the Property Committee be held in early spring so both committees can become familiar with the insurance review of the property and discuss other matters of interest to both Committees before budget requests are due. After some discussion it was agreed the Property Committee would be invited to the February 16, 2017, meeting. David Sengstock will contact Rich Ewell, insurance agent, and invite him to the meeting.
- Culbert Properties – George Goetschius explained to the committee that the Property Committee has been looking at two properties for possible purchase for the location of the new Motorcycle and Power Sports program. The Culbert properties are adjacent to each other; one parcel contains one large, newer building with approximately 67 acres and the other parcel contains an older building with 3-4 acres. The Property Committee has looked at the properties and has had Dan Mossien evaluate the properties for the program. The Property Committee feels the properties are adequate to house the new program with some renovations. The idea is to purchase the properties, renovate the larger, newer building to meet required codes and use that building as lab space for the new program. The building would also serve as classroom space for the first year only, if needed. At a meeting on September 14, the Property Committee passed a motion to recommend the Audit & Finance Committee consider the feasibility of funding up to $425,000 to meet the property needs for the Motorcycle and Power Sports Program. It was noted the college has made a commitment and will figure out how to continue the program after year one, when additional classroom space is needed for both freshmen and seniors. Several options are being discussed including holding class on the campus and busing the students to the lab. The verbal selling price of the properties was $200,000 for the larger building with 67 acres and $100,000 for the older building with 3-4 acres; however, it is felt there is room to negotiate that price. The cost of renovations to bring the building to code was estimated at $116,000. The question on how the Ed Foundation would fund that amount was discussed. Jim Knapp explained that borrowing $425,000 at 4.75% for 15 years would require a monthly payment of approximately $3,300; $400,000 would result in a monthly payment of about $3,100. The Dresser-Rand

payment of $5,833 per month will be going away with the SAMC building complete. With the new building, the square footage will increase, adding approximately $9,675 to the lease payment from the state. The question of the extra acreage was discussed. The committee was informed that the Heavy Equipment program will be able to use the property to expand their learning lab.

The Ed Foundation has borrowed money in the past to support programs. Julie pointed out the Ed Foundation's mission is to benefit the students. The college has explored several other options and Julie feels confident in supporting this venture. The question arose what if the program fails. Val noted there are certainly no guarantees, but there are no similar programs in SUNY or anywhere nearby, and much research was done prior to developing the new program.

Craig Clark made a motion that the Audit and Finance Committee approve the request to fund up to $425,000 to support the property needs for the Motorcycle and Power Sports program. Julie seconded the motion. Nine were in favor; one against; one abstained.

Board of Directors Meeting – September 15, 2016

Julie Hart introduced and welcomed Mark Payne, new board member who is replacing Norm Ellis.

Julie Hart updated the board members by summarizing the discussions that have been ongoing at the Property and Audit and Finance committee meetings regarding the location for the new Motorcycle and Power Sports program. The program is approved, and students will be accepted into the program to start in Fall 2017. Motion: The Audit and Finance Committee recommends support from the Board to finance up to $425,000 to fund the property needs for the Motorcycle and Power Sports program. Pat Barry seconded the motion. Nine voted in favor, one opposed and one abstained. Motion carried.

Audit and Finance Committee Meeting – October 20, 2016

Budget Reports:
The audit for year ending June 30, 2016 will be presented at today's Board Meeting, to be held today after this committee's meeting, by Craig Stevens and Amanda Smith from the Bonadio Group. There is nothing out of the ordinary.
The approved lease has been received from SUNY. It extends through 6/30/2021, and we will only need to update the square footage each year. After 2021, we will have to submit a series of 1-year renewals. The lease payment should be received shortly. The last few years, the Ed Foundation received the entire lease payment of $648,195 in the fall, and it is anticipated that will happen again this year.

Operating Revenues – The Line of Credit is at $220,000 and the investment account is at $944,764.61 as of 9/30/16. Once the lease payment is received, the Line of Credit of $220,000, the fall 2016 scholarship payment ($105,000) and $10,000 in various invoices will be paid off. It was noted the Line of Credit has to be paid off for 30 days each year; that should not be a problem.

Old Business:

Status of Workforce Development Building – Ana McClanahan reported that the curbing and vent materials for the roof are under construction by Mazza. HVAC students will complete that component of the ventilation project.

- Wellsville Campus Projects – New HVAC unit has been ordered for the freshman electrical building; with anticipation completion of that project before winter. Students will be doing as much of the installation as they can. Ana McClanahan noted that Glenn Brubaker now has the responsibility of overseeing facilities maintenance on the Wellsville campus, working closely with Ana. Julie Hart inquired who will be the final signing authority on the account, ensuring adequate funds are available for the orders she receives and signs. Ana reported that she will continue to have the signing authority. Discussion as to whether or not to invite Glenn to be part of the Audit and Finance Committee to report to the committee followed. For now, it was decided to have committee remain as is. Val Nixon noted that Glenn provides facilities reports to her for reporting at President's Council, and suggested he could do that for this committee as well. Ana McClanahan also noted that she is working on getting building names and numbers on each building on the campus, for easier identification for visitors and emergency personnel.
- Property Updates: House #53 – the closing still has not taken place; therefore, the check has not yet been received. Some issues holding up the closing included that there seemed to be two physical addresses assigned to the house, updating the certificate of occupancy was required, and additional water testing was required. Craig assured the committee that the closing is getting close. House #54 is progressing on schedule.
- SAMC – The ribbon cutting for the SAMC on October 14 was a very nice event, well attended by students, staff, faculty, legislators, etc. Ana commended her assistant, Pam Brandes for all her work in organizing the event.
- Craig Clark noted that he did a walk-through at the Dresser-Rand facility and Dresser-Rand was satisfied with the way the shop was left after our welding program vacated the space.
- Investment Policy – Last year David Sengstock did some research on policies and found there are a wide variety. Julie also did some research and found language in the New York Council for Non-Profits that seems appropriate to add to current our policy. With the oversight of investments being this committee's ultimate responsibility, it is important to ensure that the investment policy meets the Ed Foundation needs and protects ACES as they run our day-to-day operations. Geralyn noted there will be some changes in the financial regulations in the near future that could be addressed now as we are updating our policy. After some discussion, it was agreed that both Julie and Geralyn will send Mary updated language to add to our current policy and Mary will email the updated policy to the committee for their review prior to the next meeting.

New Business:

- Reporting of the finances was brought up by Julie Hart. She noted the committee discussed the different accounts briefly last year during budget discussions. In an effort to familiarize committee members with all the different accounts and have an idea of the cash flow, Julie would like to find a way to have a reporting of all funds for which the Ed Foundation is responsible on a regular basis. Also, as discussed previously, was the minimum amount reasonable to be kept in reserves. The long-time committee members agreed that $500,000 had been the minimum, because that is what the lease payment was several years ago, and it was agreed there should be enough in reserves, as a minimum, to cover the lease payment, which is now approximately $650,000. Julie noted she will include language in the investment policy that reflects keeping a minimum

in reserve to cover the lease payment. Further discussion about the summary statement of accounts followed. Rose noted we have agency funds, a House account and an Operating account. No one on the committee was aware of the agency fund, which provides small loans to students in need. It was agreed a report of each distinct account on a one-page summary statement would be helpful. Terri proposed that she, Geralyn and any other committee member interested, work with David and Rose to work on a one-page summary with the accounts and look into the agency account. Peter volunteered to work with them. They will try to create a one-page simple summary that covers all the accounts. Val noted that once it is determined the minimal involvement the Ed Foundation has in the agency account Rose mentioned (the revolving loan account), as a board we may wish to dissolve our interest in it.

- Culbert properties – Craig Clark has been talking with the executor of the property, Doug Culbert. The property with the newer building is appraised at $215,000. In Craig's discussions, the lowest they will accept for both buildings and the land (approximately 87 acres) is $300,000. They would accept $270,000 for the two buildings plus approximately 20 acres. Craig noted he talked about naming rights and tax benefits and they are not interested. Discussion as to whether or not to purchase the extra acreage followed, including the question: If there isn't a clear plan for the land, do we need it? Ana noted there will be a change in leadership in building trades, so there isn't a clear plan. Craig's concern is that if we don't do something soon, we are not going to be able to get the work completed in time to start the Motorcycle and Power Sports program in the fall. It was noted that when the committee discussed this at the last meeting, the worst-case scenario was discussed and that is how an anticipated loan of $425,000 was determined. Val mentioned the campus is now exploring another option for the program, Option #10, which President Sullivan will talk about at the board meeting. No decision has been made yet, but Val agreed, that whatever we are going to do, we have to do it soon.
  Julie Hart made a motion to recommend to the board that we go forward with allowing Craig to purchase 20 acres of land plus the two buildings for $270,000. Geralyn Gough seconded the motion. All were in favor.

Board of Directors Meeting – October 20, 2016

Guest Presentation: Ms. Amanda Smith and Mr. Craig Stevens from Bonadio & Company attended the meeting to present the audit findings for the year ending June 30, 2016.

Motion: Ellen Ehrig made a motion in favor of the recommendation from the Audit & Finance committee, to allow Craig Clark to negotiate the purchase of the 20 acres of land plus the two buildings for $270,000. Jim Knapp seconded it. 7 voted in favor; 6 opposed. Motion carried. .

Julie Hart noted she met with Vice President for Student Affairs Greg Sammons and was informed there are plans to make improvements to the front of the Pioneer Student Union, which are in line with the campus Master Plan. The Pioneer Student Union is in a partnership with the YMCA.

Scholarship Committee Meeting – October 25, 2016

Scholarship Report Review: 2016-2017 Scholarship Report: Deb distributed the summary of the 2016-17 Educational Foundation scholarship awards and noted the Ed Foundation allocated $160,000 for scholarships, broken down as follows: $40,000 for the Distinguished Scholars program and $120,000 for admissions scholarship. The Scholarship Committee also

designated $10,000 from the unrestricted account to be used toward Ed Foundation scholarships for 2016-2017.To date, $111,000 has been awarded for the Academic Distinction Scholarship, $16,000 for Phi Theta Kappa Transfer, $6,000 for Transfer; and $7,000 for Vocational Excellence scholarships totaling $180,000 awarded to 142 students. We are currently over-awarded by $10,000, which is slightly less than in the past. Our yield usually averages around 50 percent, but this year our yield is 47 percent. A reason for the drop is attributed to the addition of the Common Application, which resulted in a significant increase in the number of applications as well as scholarships being offered. Total scholarship funds awarded by the college totaled $4.2 million compared to $4.4 million last year.

Committee reviewed the Scholarship listing for 2016-2017 provided by Deb, which discloses all scholarships offered and their status. Kathy distributed hand-outs showing yield information. For the Excellence in Education scholarship and the Presidential scholarship, the yield continues to go down. The yield for the All American has remained more consistent. It was noted that private schools are doing all they can to increase their enrollment.

Old Business:

- Budget for 2017-2018 – our budget allocation is $170,000, an increase of $10,000 from last year. The admissions office has begun accepting students and awarding scholarships.
- Unrestricted Endowment Account – through the Development Fund, we have $10,000 per year to use until the funding is expended. This year the funding was used to meet the Educational Foundation scholarship awards. The balance in the account is $65,631.53. Discussion will take place at the February meeting to determine how the $10,000 will be spent in 2017-2018.
- Ed Foundation Board member needed – Mary will contact David Haggstrom, as chair of the By-Laws committee to determine committee make-up, and possibly add an additional member from the board. This is the second scheduled meeting that a quorum hasn't been present. Discussion as to changing the time of the meeting followed. It was decided, for now, we will keep them at 3:30 p.m.

New Business:

- 2016-2017 Goals – committee reviewed goals and agreed to keep goals from 2015-2016.
- Endowment Fund Reports (4) - Deb distributed a letter from the Office of Institutional Advancement with a stewardship report for 2015-2016 for the following Ed Foundation accounts: Ed Foundation Unrestricted Fund, the Eugene Jacobs Memorial Endowed Scholarship, the Lawrence "Bud" McCarthy Educational Foundation Endowed Scholarship, and the Sigma Tau Epsilon Endowed Scholarship. The report showed the financial summary of the account, the recipient of the scholarship for the 2015-2016 academic year, and the purpose of the fund.
- Clearinghouse Data – Deb distributed Clearinghouse data and reviewed it with the committee. The data revealed that the University at Buffalo was our biggest competitor this year – 32 students who were awarded scholarships to Alfred State, attended UB. Deb noted that UB was matching all scholarships from any other school, with the exception of our Excellence in Education scholarship, and they had a significant increase in their enrollment. Alfred State awarded 323 scholarships to students who ended up attending other colleges.

Public Relations Committee Meeting – November 10, 2016

Calendar Review: *Check mark indicates item was completed:*

- ✓ September 2016 Reception featuring new Pioneer Student Union.
- ✓ October 2016 Ribbon Cutting for SAMC building.
- o November and ongoing Scholarship Awards – Admissions has started awarding scholarships; this will be ongoing.
- o November/December 2016 House #54 – still need the asking price of the home along with the features and a photo of the house from the Property Committee in order to prepare a flyer to advertise the sale of the house. Sandy suggested holding off with advertising until an asking price is determined and can be included in the advertising materials.
- o January 2017 Peer Tutoring
- o February 2017 Work Grant
- o April 2017 Open House for House #54
- o May 2017 Chamber of Commerce Window
- o Possible Future Press Releases:
    - Meservey Hill South – will remain on list
    - Workforce Development Building – Completion date/certificate of occupancy is still unknown. A ribbon-cutting ceremony will be planned once certificate of occupancy is obtained.
    - China Decathlon Home Replica – no news at this time; will remain on list for now.
    - Meservey Hill Heights Sign – no news
    - Forest Economy Research Center – Will remain on list; however, there is a possibility the location of the center will be off campus.
    - Motorcycle and Power Equipment Repair program – It has been announced that this program will be housed at Pioneer Landing, the site that was started for a home for the President. The building site will be rehabilitated to house the new program.
    - 50th anniversary monthly department showcases. In November, the Electrical Trades department will have Tips for Homeowners and, in February, Culinary Arts will hold their Mardi Gras dinner.
    - YMCA Partnership – Julie reported that some Ed Foundation board members and Alfred State administration will be meeting with representatives from the YMCA in the near future to discuss a project, and she wanted the committee to be aware.

Old Business:

- House #53 status – Julie noted that she signed the paperwork, and the closing should take place on November 17 or 18. The house will be marked sold on the website once the sale has been finalized.
- Website update – House #54 will be added to the website along with a photo and the descriptive features once they are provided.

New Business:

- Ed Foundation History – Deb Goodrich thanked Russ Nunley for putting together the continuation of the history of the Ed Foundation. Russ noted that he did not continue the history in a narrative format; he compiled the minutes of each committee and board meeting held from 2010 through the present. Russ did the history in calendar year, but after discussion it was agreed it should be done by the academic year (August – June). Russ will make the adjustment. He also noted that the board membership list was not

available for all years. Mary Scholla will look to see what she can find. Russ will share the history with the committee for their input. The committee will present the history update to the Board in the spring for their approval.

- Review materials for Chamber window – The old materials were not available for review. Materials will be reviewed at the next meeting, and there will still be time to update the materials for the window in May.
- Ed Foundation Flyer – Deb Goodrich had a request from David Sengstock for information on the Foundation, so the Marketing Communications department took the information from the website and put it into a one- page flyer, which Deb distributed. It had been agreed that a brochure wouldn't be printed, but if there is a need for the information, the flyer can be copied.

Property Committee Meeting – December 8, 2016

New Business:
Motorcycle and Power Sports Program location – The college has decided to house the new program at Pioneer Landing, so the Ed Foundation will have no further involvement.

Meservey Hill Updates:

- House #53 – the house has been sold; the closing was held on November 18 and the check has been received.
- House #54 – students have been working on the stone veneer front and on the fireplace in the back. The water line has been run to the house. The home is ready for counter tops and looking at tiles for the laundry room and in the master bathroom. Joe asked if committee was still planning to check with a realtor to see what prospective buyers are looking for in higher quality countertops. The front door has been installed but is blocked off to prevent any damage to it. Students are making progress. Joe noted there was a smaller group of freshmen this year than usual, so they are behind a little, but they hope to catch up in the spring, and they do hope to complete the home by May. The question was asked of Joe Richardson that since a new home wasn't started, are the students still receiving appropriate experience on the jobs they have been working on. Joe assured the group that students are receiving similar experiences just in different locations. They are doing framing at the church, ballpark and at the food pantry in Olean. Joe Richardson asked if faculty could look at house plans to start House #55. House styles were discussed. Homes with one bedroom on the main floor seem to sell faster, and it was agreed a house under 1800 – 2000 sq. ft. should not be built on Meservey Hill to remain fair to the current landowners. Joe reported that some of the site work for House #55 has been done, but the layout cannot be completed until a home is selected. It was stated that a realtor has someone interested in buying House #54. Discussion whether to show the house before setting an asking price followed. George Goetschius noted it was necessary to determine the amount we have invested in the home in order to set a price. It was reported that Gordon Cook sent out the budget for House #54, which reveals as of 11/30/2016 $169,322.08 has been spent on materials, $41,461.71 has been spent for landscaping, water well, excavating and fill, septic system, driveway, grubbing and grading and equipment use for a total of $205,783.79. Lot cost and other expenses total $22,895.18, for a total expended so far of $228,678.97. $200,000 was budgeted for the house. George would like to set the price at the next meeting, and a meeting will be set up in January so the house can be shown.

- House #55 – students have started site work. A house plan will need to be selected in order for further work to be done at the site.

Wellsville Campus Projects:

- Workforce Development Building – Students have been working on steel studs in the stairwells. Electrical has been doing work on the wiring they started last year. Discussions of possible projects students can do this spring have taken place. Projects will include the ceiling tiles and drywall finishing. The sprinkler/fire alarm system is ready to be ordered; Glenn Brubaker will get the PO in place. Some ventilation system work has been done. Ana McClanahan gave the go ahead to order the ceiling tiles so they can get the fire alarm and sprinkler system installed. They are preparing to order doors and windows. Glenn is contracting out the plumbing. The mezzanine and the air handler system are being put out until next year as they can be done over the summer. Funds from next year's budget will be used to purchase the HVAC unit. Ana reported that Jeff Patronek and his students will install it. She noted we will have to come up with the funds for the design of a dust collection system. Ana stated they hope to have a true check list of what is needed to get Certificate of Occupancy in the spring semester. They have an inspector, and the next step is the review of documents. Glenn will work with the inspector. Other expenses include the $8,000 that has been committed for fire alarms each year; some will go to CO detectors.
- Ana McClanahan reported that road repair is being put off for now. She noted there are some structural problems on buildings that cannot be put off anymore. George Goetschius noted it would be good for this committee to know what projects are necessary, so plans can be made. Ana noted that campus personnel are in the process of creating a 3-, 5- and 10-year plan that will include structural needs as well as aesthetics. Another large ticket item is the expansion of Electrical program. An additional freshman section will be added in the fall. The robotics lab has been taken out and senior electrical will move there for senior lab. Freshman lab will be retrofitted to accommodate the new freshman section. Ana will be reviewing the expansion plan with Jeff Stevens. Academic instructional space has become a major issue, and it is anticipated programs will be expanded in the future, so there is a need to focus on providing space for academic instruction.
- Ana received a quote of $10,000 to remove the old Health Center. The question, "could the Heavy Equipment class remove the building" was asked. Casey Joyce raised a question if the health center was demolished, would the lease payment be affected. It was stated the health center square footage (800 sq. ft.) is calculated into the rent. It was noted the building is a stick-built building, and to move it to another area on campus would be costly. Demolishing it would make more sense. Glenn Brubaker then asked if there is a plan for the Solar Decathlon building? Could it be moved to replace the old health center building? It was again noted the importance of having this committee aware of the deferred maintenance and other building issues.
- Culinary Arts Addition – no news on any donor at this time. It was reported that the bakery floor was "written up" by the Health Department. Ana McClanahan later sent an explanation that the Health Department gave the Culinary Building a "blue code" violation for the floors. This means they want them repaired/replaced but will not close the building down right now. They will simply continue to monitor the floors on each inspection and, at some point, issue a "red code" violation, which will shut down the kitchens. The floor did not meet the standards set by the NYS health department; the floor was written up as not cleanable. Ana noted she is working on a capital project to

replace the floor, which is estimated at $150,000. Conversations with Institutional Advancement are on-going for a possible Capital Campaign.

Old Business:

- Master Plan Review – in the latest plan the Motor and Power Sports program was an addition on the end of the Autobody building and another option behind Freshman auto in the parking area. Since the program is now moved to Pioneer Landing, that can be removed from the Master Plan. George would like to get back to Dan with some feedback on the plan. Ana noted she met with faculty and will send her notes from those meetings to Mary to be shared with committee members. Many other things that have been discussed need to get be in the plan. There are program expansions (welding, heavy equipment operations, truck and diesel, HVAC and electrical) that are being considered and facilities to house these need to be available. Mary will send out of the Mossien plan to the committee members.

Property Committee Meeting – January 9, 2017

Ana McClanahan introduced Jack Jones, the new department chair of the Building Trades department. Jack is also the project manager of the homes being built.

Old Business:

- House #54 – No work has been done on House #54 since last meeting.
- Site preparation for House #55 – No further site work has been done.

Meservey Hill Updates:

- House #54 – Jack Jones reported the increased cost for materials to finish House #54 will be about $27,000 for materials and $11,000 for the remaining site work. Jack noted the main reasons for the overage was the site work, the roof and the French doors in the back of the house. There was a lot of water on the site, and fill was needed in order to raise the elevation of the house so the septic system could be installed properly. Site work was estimated at $36,000 but actual expense was $52,000. The roof estimate was $11,000 and actual expense was $26,000, and the doors were over $4,000 each. Jack Jones noted there could be a savings of about $6,000 if the top soil was taken from the lot for House #55, instead of purchasing it. It was also reported that if House #55 is built on the next plot, the same problem will exist, and fill will need to be brought in to raise the elevation. Because of that, it was suggested skipping that lot and building House #55 on the next plot or one of the other four remaining lots left on Meservey Hill. Jeff suggested using the soil from the lot for House #55 for House #54 to save the $6,000, and select an alternate site for House #55, allowing the fill for that lot to take place over time.
- House #55 – Jack Jones reported that faculty have been discussing floors plans for the next house. They would like to propose building more affordable homes by downsizing a little for the Merservey Hill site or by building in a different area. Other options for building are also being discussed. The floor plans they reviewed were 1750 sq. ft. and 2000 sq. ft. and the homes were in the $150,000 - $175,000 range. Jack assured the committee that a home that size is appropriate for the number of students in the program. The importance of building a home was mentioned as students can see the whole process and it is also a recruitment tool for that program. Discussion followed and it was noted that a decision on a floor plan would have to be made by February in order to be ready for students to begin the site work in the spring so the home could be started in the fall semester.

George Goetschius reported that Craig Clark has received an offer on House #54 for $225,000, with our standard finishes. A lengthy discussion followed. With Craig Clark unavailable and many questions to be answered about the details, George agreed to have a conversation with Craig, and try to schedule another meeting prior to the board meeting on January 19.

Wellsville Campus Projects:

- Workforce Development Building – The fire alarm system is being installed. The wiring has been run, and the installer has some questions before moving forward. Glenn Brubaker is working on getting the inspector in to get the list of what is still needed in order to receive the Certificate of Occupancy.
- Culinary Arts building – George reported that the bakery floor was cited by the Health Department, and noted it is necessary to address this issue to avoid closure of the building. Ana noted that options are being investigated.
- Campus Maintenance Projects – George Goetschius noted the Freshman Auto building is in need of work. Hunt Engineering and Path Finders have both been to the site and will be sending in their design proposals for the repair of the building. Glenn Brubaker expects to get the proposals in the near future. Glenn reported that a new beam has been installed in the Plumbing Shop and new toilets have been installed for Heavy Equipment Operations.

New Business:

- YMCA Partnership – The YMCA has been using the PSU for some of their programs, and they are looking to expanding them. A meeting was held with representatives from the College, the YMCA and the Ed Foundation to discuss the expansion. From the Ed Foundation, the YMCA is looking for a $12,500 commitment for three years to cover the extra support staff that would be needed for the expansion. There was some concern about one not-for-profit giving funding to another, so further discussion resulted in the YMCA covering the staffing, and the Ed Foundation possibly covering some upgrade to the infrastructure, possibly the new HVAC unit for gymnasium in the PSU. Val noted the YMCA is proposing an $111,600 investment in the PSU and the Ed Foundation's share would be the three-year commitment totaling $37,500. The upgrades will not only benefit the YMCA, but they will also benefit our students. Other members of the committee agreed our share should be directed toward the infrastructure. George expressed concern about the current budget situation with the anticipated expenses for next year that were previously discussed. Glenn will meet with Mazza to get a price on the HVAC unit for the PSU.

  David Sengstock noted that Rich Ewell, the insurance agent, expressed concern about insurance coverage. Val assured the committee that the Ed Foundation is always named as an additional insured with any irrevocable permit that is issued.

Public Relations Committee Meeting – January 12, 2017

Calendar Review - *Check mark indicates item was completed:*

- ✓ September 2016 Reception featuring new Pioneer Student Union.
- ✓ October 2016 Ribbon Cutting for SAMC building.
- ✓ November and ongoing Scholarship Awards –These have started and will be ongoing.
- o November/December 2016 House #54 – Joe Richardson has sent the description to Jeff Cole and a press release has been prepared that he shared with committee. Would

like to get the rendering of the home to include with the press release. George Goetschius noted that an offer was received on House #54 and the Property Committee will be meeting again on 1/16/17 to further discuss the selling price. After some discussion, although the press release is showcasing the home and the work of the students in the program, it was agreed the press release will be held until after the January 19, 2017, board meeting.

- January 2017 Peer Tutoring – Jeff is working on the release and it will be sent soon.
- February 2017 Work Grant – Jeff will be getting the information together.
- April 2017 Open House for House #54 – this will depend on whether or not the home is sold.
- May 2017 Chamber of Commerce Window
- Possible Future Press Releases:
    - Meservey Hill South – will remain on list
    - Workforce Development Building – Completion date/certificate of occupancy is still unknown. A ribbon-cutting ceremony will be planned once certificate of occupancy is obtained.
    - China Decathlon Home Replica – no news at this time; will remain on list for now.
    - Meservey Hill Heights Sign – no news
    - Forest Economy Research Center – Deb Goodrich noted President Sullivan stated in his opening remarks that the location for the center will be in Almond. Will remain on list for now.
    - 50th anniversary monthly department showcases. Press releases are planned for the remainder of the semester. In February, Culinary Arts will hold their Mardi Gras dinner.
    - YMCA Partnership – George Goetschius explained that the YMCA is looking to expand its partnership with Alfred State, and its use of the Pioneer Student Union. No final details are available at this time, but it will remain on the list.

Further discussion about an open house for House #54 followed. Mark Payne asked about creating a virtual tour or short video of the home, inside and out, noting it could be a marketing tool for the program as well as a way to sell the home. Committee agreed there is time to look into this to see what it entails. Jeff and Mark will discuss the idea with Russ Nunley, Andy Nelson and others in the marketing communications department.

Old Business:

- Website update – House #53 is still on the House for Sale page. Jeff Cole will ask to have "SOLD" put over the photo. House #53 will be moved to the gallery of homes when the rendering of House #54 is added to the website along with the descriptive features.
- Ed Foundation History – Russ has updated the history, making the revisions requested from the last meeting, changing the format from calendar year to fiscal year. Mary is still working on getting the missing lists of board members. The history will be forwarded to all committee members for review prior to being presented to the full board.

New Business:

Review materials for Chamber window – Materials were reviewed and discussion followed as to what the committee wanted to display. Suggestions included photos of recent home(s), program offerings along with recognition of the 50th anniversary. Mary will look at the photos in the Zero Energy home to see if those are possibilities. Having information about the five programs in the School of Applied Technology, the home, the 50th anniversary and the roll-up

should be sufficient for the window display. Discussion about permission to use photos of the homes followed. Deb recalled Mary Fagan created a release form several years ago. Homes built since then, however, may not have granted permission to use photos of the homes. Committee agreed that in the future, if possible, the release should be part of the sale paperwork to avoid missing any future home. Mary will look into it and contact Mary Fagan.

Other:

- It was noted Joe Richardson is retiring at the end of the spring semester. Jack Jones was named department chair for Building Trades and George noted that Jack is now attending the Property Committee meetings along with Joe. This committee agreed having both attend these meeting to allow transition would be appropriate.
- Goals were reviewed and question was raised as to whether or not the cornerstone on House #54 has been installed. Mark was not sure. It will be added to old business for the next meeting.

Property Committee Meeting – January 16, 2017

Old Business:
House #54 selling price – Joe Richardson worked with faculty over the past week to come up with costs to complete the home that are more accurate. The faculty reviewed the materials list line by line and discovered the garage doors were listed twice. With that error and other adjustments, the estimate for materials decreased from $27,000 to $21,200. Heavy equipment operations were able to come up with some significant savings as well, decreasing the previous estimate for the site work from $11,000 to $3,300. The grand total left now to complete house #54 is $24,500. This brings the total amount in the home to $233,000, or $253,000 when the lot costs are included, though members did not think the cost of the lots were included in the selling price in the past. Discussion followed as to whether or not to counteroffer and inform the realtor and buyer we have $233,000 worth of materials in the house. Concerns about losing the opportunity to sell the home were also raised. It was noted a realtor commission will also have to be paid. The realtor involved is Lisa Darling with Home Star. After a lengthy discussion, the following motion was made. Motion: Craig Clark made a motion the buyer and realtor be informed that we have $233,000 in the house, but the Foundation will be ready to accept the $225,000 offer if buyer will not negotiate. Val seconded the motion. Motion passed unanimously. Craig Clark will talk to the realtor and will also inform them the price is for standard finishes. Any upgrades to the finishes will be additional costs to the buyer for the difference in pricing.

Meservey Hill Updates:
House #55 – George Goetschius stated there will be additional costs associated with the lot that is currently picked out for House #55, the lot next to House #54. There is an elevation concern, and fill is needed to raise the elevation of the house on that site. A discussion on building on Meservey Hill South followed. Jeff Stevens reminded the committee members about eight years ago that property was looked over and it was determined we weren't ready to build there. Nothing has been done to that property since, so we still aren't ready to begin building there. The suggestion was made to select the second lot after House #54; the instructors in heavy equipment operations have checked out the property and agree there is enough room to make a walk-out basement in that lot. Jack Jones reported that the faculty have agreed upon a floor plan for the next home and shared the floor plan with the committee. The house is a bit smaller;

1700 sq. ft. with 400 sq. ft. garage, and not one that has been built before. The rough estimate to build this home is approximately $153,500. George Goetschius noted a firm estimate of total cost to build will be necessary for budget purposes. He also stated a regular reporting of money spent on the home should be reported at future meetings. Motion: Craig Clark made a motion to approve the floor plan presented for House #55. Ana seconded. All were in favor; motion passed. The blueprints can now be ordered, so the foundation can be started this spring, once the lot has been determined. The firm estimate will also be provided once the blueprints are received. NOTE: Costs and Offers are confidential information and not to be shared with anyone outside of the Educational Foundation.

Wellsville Campus Projects:

- Workforce Development Building – The fire alarm system is being installed, waiting on ceiling tiles. Glenn is working on getting the inspector in to get the list of what is still needed in order to receive the Certificate of Occupancy.
- Culinary Arts building – George Goetschius reported that the bakery floor was cited by the Health Department as no longer "cleanable". It is necessary to address this issue to avoid closure of the building. ACES is planning to put in new appliances, so a plan is needed to avoid moving the appliances twice. Ana McClanahan has talked to David Sengstock and is working on a plan.
- Campus Maintenance Projects – George noted the Freshman Auto building is in need of work. Glenn Brubaker is expecting quotes from Hunt Engineering and Path Finders to remove the crane rails on the outside of the building. Glenn noted the design phase has been budgeted for this year and the actual work will be in next year's budget. Two 1500-gallon septic tanks have been installed and Heavy Equipment now has flushable toilets. Having Chad Bixby, Alfred State maintenance worker, do the work resulted in a big savings.
- Sinclair Water District – the campus received a tax bill for $25,591.89, and of that $20,573.09 was for Sinclair water. Craig Clark has been working on getting information together to appeal the charge. After a lengthy discussion, it was suggested the board engage legal counsel to put the town on notice that we do not agree with this charge and to get clarification. Motion: Ana McClanahan made a motion that the Ed Foundation engage Peter Degnan to represent the Foundation to investigate the Sinclair Water bill charge and contact the Town of Wellsville to ask for clarification. Glenn Brubaker seconded the motion. Motion passed unanimously.

New Business:

- YMCA Partnership – George Goetschius stated the YMCA has been using the PSU for some of their programs, and they are looking to expand them. A meeting was held with representatives from the College, the YMCA and the Ed Foundation to discuss the expansion. The YMCA is looking for a $12,500 commitment for three years, a total of $37,500. There was concern about one not-for-profit giving funding to another, so discussions moved toward the Ed Foundation covering upgrades to the infrastructure. The YMCA had quotes from Mazza for a new HVAC unit for gymnasium in the PSU in the amount of $46,000 and $40,000 to recover interior of the steel roof for insulation and noise. After a lengthy discussion it was agreed the committee feels the partnership with the YMCA is a positive thing for the community, but the committee feels strongly that the Foundation should fund the upgrades to the infrastructure and the YMCA can use its money to purchase moveable items as listed in their proposal. It may be that the Foundation approves the purchase of the HVAC unit one year, and the roof insulation

the following year. Val Nixon noted there is a current Memo of Understanding with the YMCA that runs through 2020, and it includes the standard state revocable permit language. It was noted that the YMCA would like to have their name on the building, and the committee didn't see this as a problem. Motion: Jeff Stevens made a motion to recommend to the Audit and Finance committee to consider the purchase of a new HVAC system for the PSU gym and the interior covering of the steel roof. Glenn Brubaker seconded the motion. All were in favor. Motion passed.

Audit and Finance Committee and Property Committee Joint Meeting – February 16, 2017

Guest Presentation: Rich Ewell, insurance agent from Richardson & Stout Insurance, attended the meeting to inform the group of the Ed Foundation's insurance history and current coverage. Richardson & Stout have insured the Ed Foundation and ACES since 1998 under one policy. Initially coverage was $5,893,265 and over time, it has increased to its current coverage of $25,477,366. Coverage was written by Selective Insurance and Cincinnati Insurance companies and is currently with Selective Insurance. Rich distributed the claims brought against the Ed Foundation since the inception of the policy, and there have been only two claims reported, which is commendable. Rich also distributed the 2016 Quote Options for review. The YMCA use of the property was also discussed. Rich noted the YMCA has signed a Hold Harmless agreement with the college.

Rich Ewell made three recommendations for the Ed Foundation to consider, including:

- Employee dishonesty - what controls are currently in place and what is the amount of the Ed Foundation's assets?
- Contractual risk transfer – formalize procedure – need to have a hold harmless and indemnification agreement in place with any contractors working on the campus. Rich is willing to read the any contracts.
- Umbrella limit – it is currently $2,000,000 – may want to consider a higher limit.

Board of Directors Meeting – February 16, 2017

The By-Laws committee recommends that David Haggstrom fill the remaining term vacated by Ellen as of Friend of the College. George Goetschius seconded the motion. All were in favor; motion passed unanimously.

Scholarship Committee Meeting – February 23, 2017

Special Guest: Colleen Argentieri, Director of Alumni Relations in the Office of Institutional Advancement, attended the meeting. Colleen expressed gratitude for the support from the Ed Foundation. Colleen spoke about the Ed Foundation's unrestricted account, currently valued at $61, 685. This committee, a few years ago, decided to spend $10,000 per year toward retention scholarships, Ed Foundation scholarship overage or for the Excellence in Education scholarships. Colleen informed the committee that scholarships are a large part of the campus budget and asked the committee to look to the future of the college and, instead of spending the $10,000 per year, consider keeping the balance of the account in the endowment and following the disbursement policy of the Development Fund. The policy of the Development Fund states that it would disburse up to 5 percent of the five-year average market value of the account and earnings. The disbursement will be covered by earned income and realized gains and would not

invade the corpus. The committee understands that the $10,000 for 2016-2017 will be disbursed as agreed last February, and any change would take place for 2017-2018. Deb noted any change to the current distribution would require a motion for a recommendation to the full board. Colleen again thanked the committee for their support and agreed to send the Development Board's Investment and Disbursement policies to committee members.

Scholarship Report Review:

2016-2017 Scholarship Report: Deb Goodrich distributed the 2016-2017 Educational Foundation scholarship report and noted that 533 scholarships were awarded to new and returning students during the academic year. Of the 503 fall admission scholarship recipients, 35 received a 4.0, 364 received a 3.0-3.99, 63 received a 2.5-2.9, 28 received a 2.0-2.49, 11 received a 1.0-1.00 and 2 received less than a 1.0 GPA. Of the total fall scholarships awarded, 83 (16.5 percent) were ineligible to continue receiving their scholarship for academic reasons. This is an improvement compared to last year, as in fall of 2015, 97 out of 511 (18.9 percent) of the scholarship recipients were ineligible to continue to receive their awards. Admissions offered $301,000 to academically talented students and expended $121,500, resulting in a yield rate of 40 percent. This is a significant decrease from last year's yield rate of 50 percent, and the lowest yield rate for the past several years. Deb noted the decrease could be attributed to the addition of the Common Application. The total Ed Foundation allocation of $160,000 was divided as follows: Distinguished Scholarship Program - $40,000 and Admissions scholarships - $120,000. Actual expenditures for 2016-2017 were broken down as follows: Distinguished Scholarship Program - $40,000 and Admissions - $121,500. The $1,500 overage will be paid through the Ed Foundation unrestricted account. Deb referred to the scholarship yield reports by compiled by Ellen. Deb expressed appreciation to Ellen for her work. Kathy Markel distributed a scholarship analysis for Fall 2016 incoming students noting the following: with the exception of the All-American scholarship, yield percentage is the lowest it's been when reviewing data back through fall 2009. (All-American tied for lowest yield with fall 2015); the number of Presidential, All-American, and Academic Distinction scholarships offered is highest over the past eight years; and the number of Academic Distinction scholarships offered has seen a significant increase of almost 150 percent as compared to the number offered in fall 2009.

2017-2018 Scholarship Report: Deb Goodrich reviewed the 2017-2018 scholarship listing, noting total allocation is $170,000 with $40,000 for Distinguished Scholarship Program and $130,000 for Admissions scholarships. Currently, $1,097,156 has been offered for the Excellence in Education scholarship (of which the Ed Foundation covers $40,000) ; $252,000 for Academic Distinction; $16,000 for Phi Theta Kappa; $13,000 for the Transfer Scholarship and $5,000 for Vocational Excellence scholarship, for a total of $326,000 in Ed Foundation Scholarships. Kathy Markel noted we are right where we should be with scholarship offerings.

Old Business:

- Budget for 2017-2018 – our budget allocation is $170,000,
- Retention Fund Availability – Deb Goodrich noted that through conversations with the Office of Institutional Advancement, they were able to redirect $8,000 from unrestricted accounts to be used for retention scholarships. President Sullivan also provided an additional $10,000 for retention scholarships for spring 2017.
- Committee Make-Up – Ellen Ehrig resigned from the Ed Foundation board, but she remains a member of the Scholarship Committee. Currently Jeff Stevens and George

Goetschius are the only board members on the committee and, according to the by-laws, there should be five board members on each committee. Deb was informed the By-Laws committee would review committee make-up at their next meeting. Deb noted that Ellen Ehrig has been the scholarship committee voice on the Audit & Finance committee, and Ellen stressed the importance and advantage of having someone from the Scholarship Committee also on the Audit & Finance Committee. After some discussion, it was agreed that Deb will add a statement in the budget request memo asking if the Scholarship Committee may send a representative to this spring's budget meeting.

New Business:

- 2018-2019 Budget Request – With the increase in scholarships being awarded, it was agreed to ask for an increase for scholarship funding for 2018-2019. Motion: Jane Gilliland made a motion to request $180,000 for scholarships for the 2018-2019 budget year. Ellen seconded the motion. All in favor, motion passed unanimously. Deb will send the budget request to the Audit & Finance Committee.
- Unrestricted Endowment Recommendation for 2017-2018 – Discussion about how to handle the unrestricted account for next year followed. Motion: Jeff Stevens made a motion to rescind the policy currently in place for the disbursement of the Unrestricted Endowment and recommend to the board that we support the request of the Development Fund and follow their disbursement policy for the remaining funds in the unrestricted account. George Goetschius seconded the motion. Six voted in favor; one opposed. Motion passed.

Public Relations Committee Meeting – March 9, 2017

Deb Goodrich welcomed Jack Jones, department chair of the Building Trades department, to the committee.

Calendar Review: *Check mark indicates item was completed:*

- ✓ September 2016 Reception featuring new Pioneer Student Union.
- ✓ October 2016 Ribbon Cutting for SAMC building.
- ✓ November and ongoing Scholarship Awards – Ongoing
- ✓ November/December 2016 House #54
- ✓ January 2017 Peer Tutoring
- ✓ February 2017 Work Grant
- o April 2017 – Time capsule and Hog Wild Day were added to the calendar
- o May 2017 Chamber of Commerce Window
- o Possible Future Press Releases:
    - Meservey Hill South – will remain on list
    - Workforce Development Building – A ribbon-cutting ceremony will be planned once certificate of occupancy is obtained.
    - China Decathlon Home Replica – no news at this time; will remain on list for now.
    - Meservey Hill Heights Sign – no news
    - Forest Economy Research Center – Because this will not be located on the campus, it will be removed from the list.
    - 50th anniversary monthly department showcases. Press releases have gone out on schedule, the most recent for the Mardi Gras dinner. April will be the time capsule and Hog Wild day.
    - YMCA Partnership – this will be removed.

Old Business:

- Website update – House #54 – the rendering has been added to the website. Since the house is under contract, “Sale Pending” will be added to the website page.
- Ed Foundation History – The history has been updated with past board members and is updated through 2016. Mary Scholla will forward the history to all committee members. Will present updated history to the full board at the May meeting.
- Chamber of Commerce window – Committee reviewed photos from the ZEH conference room and agreed less wording and larger photos on the posters is best. Committee agreed a couple vertical and a couple horizontal posters, along with the rollup, photo of the next house and some recognition of the 50th anniversary will be sufficient.
- Cornerstone for House #54 – Jack Jones indicated the cornerstone is ready to go in once the weather warms up.

New Business:

- Sign for House #55 – Jack Jones reported that Building Trades department agreed to have a sign made and placed near the road where the new house is being built. The proposed sign was shown to the committee, and the Educational Foundation name is displayed on the sign. Once the house is completed and sold, the sign will hang in the Workforce Development Building. Cost of the sign is in the neighborhood of $800, and Jack asked the committee to consider helping with the expense. Discussion followed. Motion: George Goetschius made a motion to use funds in this year’s budget to fund half the cost of the sign for House #55, up to $400. Jack Jones seconded the motion. All were in favor. Motion passed
- 2017-2018 Budget Request – Committee has requested $750 in the past. Discussion of possible committee expenditures for 17-18 followed. Motion: George Goetschius made a motion to submit a budget request of $750 for 2017-2018. Jeff Cole seconded. All in favor; motion passed.
- Photo release for new homes – The photo release letter is revised. Committee determined only House #50 is currently not on the website; Mary Scholla will send letter to the resident at 3738 Foundation Drive.

Property Committee Meeting – March 16, 2017

New Business:

- 2017-2018 Budget – Ana McClanahan distributed the 2016-2017 budget and the proposed 2017-2018 budget for committee’s review (copies attached). She noted the number one objective of the 2017-2018’s $270,000 proposed budget is to allow for program expansion. Once we receive the certificate of occupancy for the Workforce Development Building and the Building Trades department moves in, renovations for expansion of the HVAC program and other programs can take place. Capital projects include the air handler and dust collection system design and installation for the Workforce Development Building (WDB), along with the design costs for the HVAC building renovation, the Building Annex for a fourth section of senior electrical, Freshman auto renovation and a design for the relocation of the Solar Decathlon Home. Surfacing repairs for the parking lot are also included. Ana noted, when appropriate, students will do as much of the work as possible. A request for $60,000 for repairs and maintenance will also be included in the budget request.
- When asked what remaining items in the WDB need to be completed in order to obtain the certificate of occupancy, Glenn explained that the building permit could not be found,

and there is no record one was ever obtained. Therefore, it is necessary to come up with design plans for the mechanical, electrical and plumbing work in the building. Glenn and faculty are working with Dan Mossien to complete the plans in order to obtain the building permit. A pre-inspection will be completed once the building permit is issued and cost of completion of the items necessary to obtain the certificate of occupancy can be determined. It is unknown how much of the work the students can do and how much will need to be contracted out. Glenn believes it is reasonable to expect to be in the WDB by fall 2018. Funds in this year's budget will be used to purchase materials for the WDB (see attached 2016 Capital Allocations spreadsheet). Ana noted that she is working with Jeff Patronek on the project management document that will assist in managing future projects. It was stated that all the work completed in the WDB by the students has proved to be an invaluable experience.

- Discussion about upgrades to the Pioneer Student Union followed. Glenn stated the estimate of $46,000 for the HVAC system is a reasonable quote but feels the ceiling work in the PSU can be completed for approximately $15,000 (campus installed) instead of the $40,000 estimate provided in the YMCA document. The YMCA continues to hold basketball, indoor soccer and racquetball in the PSU. Ana noted she would like to see more community events held in the PSU. Glenn reported the fire alarm system in the PSU is outdated and it was discovered the smoke heads are not working. The fire alarm system will be upgraded using the savings from the tiles for the WDB. George stated concern about the committee not being informed of issues and problems on the campus. It was agreed that Glenn will copy George on all future correspondence and will provide the spreadsheet showing expenditures for all committee meetings.
- Rose pointed out there was a separate line item for Special Projects (Parking Lot Sealing) for $9,000 in last year's budget and asked if the $14,000 in the proposed 17-18 budget should be moved to that line, since it isn't really a capital project. Motion: Casey made a motion to recommend to the Audit and Finance Committee a budget for the property committee that includes: $270,000 for Capital Projects; $60,000 for Maintenance and Repairs; $9,000 for Special Projects; $1,500 for property maintenance for the Chestnut Street property in Andover, and consideration of additional funds to upgrades the PSU as requested by the YMCA. Total budget request is $340,500, not including the $60,000 for the upgrade to the PSU. Pat Barry seconded the motion. Seven voted in favor; one abstained. Motion passed.
- Property Tax Bill – Val reported the town sent the college a bill, and she has the checks. A meeting is set up for March 24.

Meservey Hill Updates:

- House #54 – a valid offer has been accepted. Plans are to complete the house this semester. Jack is negotiating with the buyer on some work, i.e., painting.
- Houses #55 – prints were received from the architect. The initial estimate of $153,000 did not include the prints/architect review, permits, site work or the well. The total cost for the house is estimated at $201,458. Jack reported cost to build homes will continue to increase. New York State went to the 2015 building codes and there are additional costs for insulation and framing. Jack Jones also pointed out that all houses will be required to have a blower door test, and there will be a cost to hire someone to perform the test. The lot for House #55 is ready to be cleared, and Jack would like to apply for the permit. Motion: Glenn Brubaker made a motion to allow proceeding with the building of the house. Val Nixon seconded. All were in favor. Motion passed. Committee discussed the cost of land and road work. Although that expense was paid for several years ago, it was agreed the cost should be factored in to the total cost of a

home. Rose Cook will look up the information. It was stated the town won't pave the road until after all the homes are completed,

- Jack Jones noted the buyers of House #54 expressed interest in purchasing the lot next to the house, which is the lot between House #54 and House #55. Discussion followed, and it was noted sale of that property would leave only three lots left on which to build. Val Nixon noted it may be time to begin the work on developing and dividing up the land on Meservey Hill South. James Ball, Land Surveyor, was used in the past for surveying. It was determined that Meservey Hill South properties could be needed as early as fall 2020. After discussion, committee agreed to hold off on selling the property. A value of the property will be sought by contacting Judy Clark once the acreage of the lot is determined. Glenn Brubaker will contact James Ball to look into surveying the Meservey Hill South land.

Wellsville Campus Projects:

- Workforce Development Building – covered in budget discussions.
- Culinary Arts building – Nothing to report.
- Campus Maintenance Projects – covered in budget discussions.

Old Business:

- YMCA Partnership – covered in budget discussions.

Audit and Finance Committee Meeting – March 30, 2017

Budget Reports: Operating Revenues – (as of March 29, 2017) the checkbook has a balance of $260,225 and the investment account is at $1,011,795.

2017-2018 Budget Review

Rose Cook distributed the preliminary budget, and it was reviewed line by line with the committee. Items noted included: income from lease is down because the Dresser-Rand space has been removed from the square footage; Andover House rent will remain at $9600 for full year's lease; unrealized gains is kept at a low estimate; Repairs & Maintenance to remain at $60,000 as will the $9,000 for parking lot sealing. Depreciation for building and building improvements was increased due to the Workforce Development Building; Insurance increased by 2% as projected by Rich Ewell. PR Committee again requested $750; bids went out to auditors, and Bonadio came in at the same rate as last year and were selected as auditors for the next five years. Board discretionary was discussed as the line hasn't been used much in the past. After discussion, it was agreed to reduce the line item to $2,500. Support for Campus Programs: Peer tutoring requested a $500 increase; Skills USA, Hog Wild Day and Work Grant will remain the same. A lengthy discussion of the Scholarship and Property Committees' requests followed. For 2017-18, the Scholarship Committee was approved for $170,000. They are requesting a $10,000 increase for the 2018-19 recruiting year. Scholarships are approximately 25% of the budget. The importance of scholarships was noted, but a balance is needed between scholarship support and the needs of the facilities on the campus. Facility upgrades have been put on hold for too long now, and it is crucial that funding be directed to the campus. The Property Committee has requested $330,000 for capital projects, which includes $60,000 for upgrades to the Pioneer Student Union per the YMCA partnership, and a list of future projects has been compiled. Mary will forward the minutes of the Property Committee to

the board. The investment account is currently just over $1 million, and Audit & Finance had agreed to maintain a balance of at least $750,000. Discussion about funding future projects followed. It was agreed it is not the responsibility of the Audit & Finance Committee to select projects but is our responsibility to fund them. Motion: Julie Hart made a motion to withdraw $100,000 from investments to increase Capital Projects in the 2017-18 budget to $430,000 for additional projects that will improve campus facilities identified by the Property Committee. Geralyn Gough seconded the motion. All in favor, motion passed unanimously. Motion: Terri Ross made a motion to approve and cap scholarship funding at $175,000 for 2018-19 and future recruiting years. Jim seconded the motion. Motion passed unanimously.

Motion: Val Nixon made a motion to present the preliminary budget of $717,080.10 to the full board at the April 13, 2017 meeting. Julie Hart seconded the motion. Motion passed unanimously.

Other: House #54 – there is a signed purchase offer. The Property Committee has given approval for House #55, with an estimate of $201,458. It was noted funding for the homes is not included in the actual budget. As a house sells, those proceeds are used to fund the next home. There is only a problem with this when a home is not sold in a timely fashion.

Board of Directors Meeting – April 13, 2017

Julie recognized Jeff Stevens in his new role as interim dean of the School of Applied Technology.

The Audit and Finance Committee recommends to the Board that $175,000 be approved for Scholarships for the 2018-19 recruiting year and that scholarships be capped at this amount in the future. Seconded by David Haggstrom.

The Scholarship Committee recommends to the board to support the request of the Development Fund and keep the remaining $51,685 in the endowment and follow their disbursement policy for future disbursements. Julie Hart seconded the motion. All in favor, motion passed.

Public Relations Committee Meeting – April 20, 2017

Calendar Review: *Check mark indicates item was completed:*

- ✓ September 2016 Reception featuring new Pioneer Student Union.
- ✓ October 2016 Ribbon Cutting for SAMC building.
- ✓ November and ongoing Scholarship Awards – Ongoing.
- ✓ November/December 2016 House #54
- ✓ January 2017 Peer Tutoring
- ✓ February 2017 Work Grant
- ✓ April 2017 – Press releases to showcase Automotive Trades 50th Anniversary event, the Time Capsule and Hog Wild Day are in process.
- o May 2017 Chamber of Commerce Window
- o Possible Future Press Releases:
    - Meservey Hill South – will remain on list
    - Workforce Development Building – A ribbon-cutting ceremony will be planned once certificate of occupancy is obtained.
    - China Decathlon Home Replica – no news.
    - Meservey Hill Heights Sign – no news.

- 50th anniversary monthly department showcases. Jeff Cole wrote the press release for the Automotive Trades department and sent it on for approval. The release for the time capsule and Hog Wild day are in process.

Old Business:

- Website update – House #54 – "Sale Pending" was added to the website page. Would like to get a color photo of the house. Jack Jones will talk to buyers.
- Ed Foundation History – The history was reviewed by the committee. Discussion as to whether to print the history followed. All agreed the original printed history completed by Ellen Ehrig will remain as is. Two copies of years 2010-2011 through 2014-2015 will be printed with appendices and spiral bound. Copies will be placed in the library on each campus. Committee also agreed to suggest the history be printed every five years with a new appendix. The electronic version of the history will be updated annually and available on the Ed Foundation website. Motion: Deb Goodrich made a motion to present the updated history to the full board at the May meeting with the recommendation that the history from 2010-2011 through 2014-2015 be printed and bound, and subsequent years be printed every five years thereafter, with printed copies stored in the libraries of both campuses. Russ Nunley seconded. All in favor, motion passed. George Goetschius volunteered to paginate the history for printing.
- Chamber of Commerce window – The electronic version of new foam board posters was shown to the committee. The boards are 4' x 2' and will be placed in front of the roll-ups. Russ Nunley also suggested hard hats and/or other building trades items be included to dress up the window. Jack Jones and Mark Payne will gather items for Mary Scholla to add to the window.
- Cornerstone for House #54 – Jack Jones will report on the status of the cornerstone.
- Photo release for House #50 – Mary Scholla sent a release to the occupant of House #50, but no response was received. Mark Payne will follow up.

New Business:

- Annual Report – Deb Goodrich distributed the Public Relations Committee Annual Report and the committee reviewed it. The Time Capsule will be added to the listing of press releases. With that addition, committee agreed the report was complete.

By-Laws Committee Meeting – April 24, 2017

New Business:

- Review of Operations Manual and Committee make-up. Julie asked the committee to review the committee make-up portion of the manual and update the Investment Policy section. She noted the Scholarship Committee has had trouble in the past getting a quorum at meetings. The by-laws state, "Committees shall have a minimum of five (5) voting board members". After review by the committee, it was determined both Public Relations and Scholarship committee are lacking one voting board member to meet that requirement. Discussion followed. Committee agreed to bring up to the board and discuss lowering the requirement to four (4) voting board members for each committee, or requesting that board members join more than one committees.
- Board Vacancies – David Haggstrom's faculty position on the board will be filled during the Faculty Senate election currently underway, with an announcement anticipated early May. With Jeff Stevens now in the role of Interim Dean of the School of Applied

Technology, he will resign from his faculty position (term through 2023). With the Faculty Senate election already underway, President Julie Hart will appoint a replacement, with recommendations from Jeff Stevens, to fill the remaining term.

- Child Protection Policy. It is now the requirement of SUNY that all Foundations have a child protection policy. After some discussion, the committee agreed to ask Val Nixon for her assistance in developing a policy that references Alfred State's. Discussion as to where to place the policy in the Operations Manual followed.
- Committee discussed term limits of directors, questioning if a full term begins when a person is appointed or elected to replace a director part way through his/her term. Clarification is needed. Also discussed was Craig Clark's current role on the Foundation. His historical knowledge and contributions to the Foundation are significant, but whether he wants to continue on committees or just as a board member is unknown. Committee agreed to discuss both at the full board meeting.

Property Committee Meeting – May 11, 2017

Meservey Hill Updates:
House #54 – Jack Jones noted that much progress has been made on the house in the last few weeks. Faculty have agreed to continue working on the house during the last week of faculty obligation. Jack informed the committee there will be a couple things that will not be completed due to lack of materials. The weather seal for the French doors was damaged during initial installation and was reordered. Arrival of the replacement is unknown. The counter tops and sinks will also be incomplete. It may be necessary to hire someone to complete the work. Jack explained that a price was allotted for all items in the house. The homeowners had the option to select their own materials, and the homeowner will absorb the overage, if any. Jack distributed a spreadsheet showing allotment, allotment used; actual amount spent and balance remaining. There is a balance of $2,405.34 that will be credited to the homeowner by reducing the purchase price. The homeowners would like to close as soon as possible. Because they want to have their contractor install flooring prior to closing, it was agreed a disclosure should be signed. Craig Clark will talk to the lawyers to take care of the details. Jack will have final numbers at the first meeting of next year.
Jack Jones also announced with the elimination of the Study in the South next year; students will have the opportunity to go to Allegany State Park to renovate cabins in the park. A representative from Historicorps was on campus to talk to the students and toured House #54; he was very impressed with the work our students are doing.

House #55 – The permit is in place and the lot is laid out. With all the rain, it was decided to hold off on digging the foundation until the fall. A 4 x 8 sign was purchased with a concept picture of the house. The sign will act as a "For Sale" sign. Once the house sells, the sign will hang in the Workforce Development Building to use for recruitment. Jack will have the pricing on House #55 at the next meeting.

Lot between House #54 and House #55 – the buyers of House #54 expressed interest in purchasing the lot between #54 and #55. Realtor Judy Clark was contacted, and she determined the value of the lot was in the neighborhood of $20,000.

Wellsville Campus Projects:

- Workforce Development Building – Committee toured the facility and was informed of and observed the progress that has been made. Glenn Brubaker noted a plumbing contractor was hired to complete the restrooms on the second floor. The sprinkler

system is charged and waiting to be connected with the fire alarm system. Quotes for the HVAC unit and doors and windows were received. Glenn pointed out that a dust collection system is not necessary. The building permit issue is still being worked out. The electrical work has been inspected, and they are still working with Mazza for a full set of plumbing plans. Plans are coming together, and the certificate of occupancy should be attainable in 2018.

- Culinary Arts building – Nothing to report.
- Campus Maintenance Projects – Chad Bixby poured a pad for the new HVAC unit for the Pioneer Student Union. Plans are to have the HVAC unit and the insulation and recovering of the ceiling in the PSU completed this fiscal year. Jeff Stevens has been in contact with representatives from the YMCA and there won't be an issue with the building being unavailable for that time period. Parking lot sealing is planned for the summer, using the college's equipment.
- Jeff Stevens and Glenn Brubaker have been working together on the budget to finish out this year's funds and to plan for 2017-2018. They are confident that good progress is being made on the Workforce Development Building and other campus projects are being addressed. The committee viewed the spreadsheet while Glenn explained how they have been moving projects and funding around. George Goetschius asked to have a reporting at the next meeting of the final budget for 2016-2017 and status of the 2017-2018 budget.

Old Business:

- Meservey Hill South – Jeff Stevens and Glenn Brubaker met with Jim Ball, land surveyor. After looking at the topography map, he suggested instead of building a road into the area, that we consider dividing the lots into approximately five 20-acre parcels that are parallel to the road. Each parcel will have its own driveway. Mr. Ball will send the digital layout of the area. There are four lots remaining on Meservey Hill, including the lot for House #55. Further discussion will take place at the next meeting.

New Business:

- Additional $100,000 for 2017-2018 – Glenn Brubaker noted those funds will be used to purchase the air handling system for the Workforce Development Building.

Other:

- Jeff Stevens reported that the Welding and Heavy Equipment Operations programs are both on wait lists.

Board of Directors Meeting – May 18, 2017

Julie Hart introduced new board member, Ruthanne Ashworth. Ruthanne was elected to fill the remaining College Faculty (Alfred) term vacated by David Haggstrom upon his retirement in December 2016.

President Sullivan requested the Board consider purchasing the next car for the Commencement give away, up to $5,000. The Audit & Finance committee will consider.

The Audit & Finance Committee recommends to the Board to approve the 2017-18 budget of $430,000, which includes $100,000 withdrawn from the investment account for additional

projects that will improve campus facilities identified by the Property Committee. Jim Knapp seconded. All in favor, motion passed. Terri Ross made a motion to approve $175,000 scholarship funding for the 2018-2019 recruiting year. Mark Payne seconded the motion. Motion passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2016-2017

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Patrick Barry, Friend of College, (2013)
Dr. Craig Clark, Vice President, Economic Development, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
George Goetschius, Alumni – (1997)
Deborah Goodrich (Ex-Officio) Associate Vice President for Enrollment Management (1999)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Friend of College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty (Administrative) (2015)
Ana McClanahan, Dean, School of Applied Technology Ex-Officio (2016)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Mark Payne, Wellsville College Faculty (2016)
Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of College, (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Non-Board Committee Members:
Glenn Brubaker, Property Committee, Facilities Director
Rose Cook, Audit and Finance Committee, ACES
Jeff Cole, Public Relations Committee, Marketing Communications
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Deborah Goodrich, Chair, Public Relations and Scholarship Committees, Associate Vice President for Enrollment Management (1999)
Jane Jamison, Scholarship Committee
R. Jack Jones, Property Committee, Building Trades Department
Kathy Markel, Scholarship Committee, Admissions Office
George “Joe” Richardson, Property and Public Relations Committees, Building Trades Department
- Joe Richardson stepped down in December 2016, and was replaced by Jack Jones

Russ Nunley, Public Relations Committee, Director of Marketing Communications

BOARD UPDATES

Board of Directors met May 19, 2016, September 15, 2016, October 20, 2016, January 19, 2017, February 16, 2017, and April 13, 2017 and May 18, 2017. In addition, a telephone conference meeting was held on July 12, 2016 to discuss the sale of House #53 and a Special Meeting was held on November 30, 2016 with representatives from the YMCA to discuss a partnership.

David Haggstrom retired from Alfred State and resigned his position on the Board in December 2016.
Ellen Ehrig resigned from the Board in February 2017; Ellen remains a committee member on the Scholarship Committee.
David Haggstrom re-joined the Board as Friend of the College, replacing Ellen Ehrig in February 2017.
Ana McClanahan resigned her position as Dean, School of Applied Technology in April 2017.
Jeffery Stevens was named Interim Dean, School of Applied Technology in April 2017.
Ruthanne Ashworth was elected to the Board to fill David Haggstrom's vacated position, College Faculty (Alfred) in May 2017.

AUDIT AND FINANCE COMMITTEE – Terri Ross, Chair

Audit and Finance Committee met September 15, 2016, October 20, 2016, January 19, 2017, February 16, 2017, and March 30, 2017. The February 16, 2017 meeting was a joint meeting with the Property Committee with insurance representative, Rich Ewell, Richardson & Stout Insurance Agency.

Budget 2016-2017

Investment Account Balance (Sage Rutty):	$1,026,118.44 (April 30, 2017)
Checking Account Balance:	$ 228,824.10 (April 30, 2017)
Line of Credit:	$ 0.00

The operating budget was $703,386.05 for 2016-17. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $170,000 for 2017-18.

The board accepted an offer of $203,000 for House #53 in July.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Members of the committee are working to create a simplified summary reporting form that shows balances of all accounts and cash flow.

The Investment Policy was updated and approved at the January 19, 2017 Board meeting.

Budget 2017-18

The committee recommends the budget of $717,080.10 for 2017-2018. Committee recommended and approved $175,000 for 2018-19 Scholarship funding and voted to cap scholarship funding for now at $175,000 in order to allow funding for campus facility improvements.

BY-LAWS COMMITTEE – David Haggstrom, Chair

By-Laws Committee met on April 24, 2017.

David Haggstrom resigned his position due to his retirement in December 2016. David then filled Ellen Ehrig's Friend of the College position when she resigned in February 2017 and remained chair of the By-Laws committee. Faculty Senate called for nominations for an Educational Foundation faculty representative, for election in May and Ruthanne Ashworth was elected to fill the vacant position. Jeffery Stevens' (Wellsville) Faculty position is vacant due to his new role as Interim Dean of the School of Applied Technology. Julie Hart, Foundation President, will appoint that position.
Committee is reviewing and updating the Operations Manual, including adding Child Protection Policy.

PROPERTY COMMITTEE – George Goetschius, Chair

Property Committee met August 24, 2016, September 14, 2016, December 8, 2016, January 9, 2017, January 16, 2017, February 16, 2017, March 16, 2017 and May 11, 2017. The committee also held a telephone conference on May 27, 2016 to discuss the guidelines for the sale of House #53. The February 16, 2017 meeting was a joint meeting with the Audit & Finance Committee with insurance representative Rich Ewell, Richardson & Stout Insurance Agency.

The Wellsville Campus Budget request for 2016-17 was: $340,500

- Capital Projects $270,000
- Maintenance 60,000
- Chestnut Street Property 1,500
- Special Projects 9,000

The Wellsville Campus Budget request for 2017-18 is: $500,500

- Capital Projects $270,000
- Maintenance 60,000
- Chestnut Street Property 1,500
- Special Projects 9,000
- New Projects (YMCA) 60,000
- Additional Funding (WDB) 100,000

The committee discussed several different options for the location of the new Motorcycle and Power Sports program. In the end, the college decided to house the new program at Pioneer Landing. A meeting to discuss a partnership with the YMCA took place in November. Recommendation for funding for a new HVAC system in the Pioneer Student Union (formerly known as the SAC building) and to insulate and recover the interior of the steel roof was requested in the 2017-2018 budget.

Wellsville Campus Projects: Work continued on the Workforce Development building, although funding was kept to a minimum due to the anticipated cost of funding a location for the new Motorcycle and Power sports program. Students worked on steel studs in the stairwells and electrical wiring. The fire alarm system was installed. Completion of items required in order to obtain the Certificate of Occupancy is still being determined. Continue to seek donors for the Culinary Arts addition.

Meservey Hill Subdivision: Accepted a purchase offer of $203,000 on House #53 in July 2016, and closing held on November 18, 2016. Accepted a purchase offer of $226,000 in January

2017 for House #54, with completion anticipated in May 2017. Students did not start a home in 2016; however, students began the site work for House #55 and the committee approved the floor plan. The estimate for House #55 is $201,458.

Properties Owned by Foundation: The property at 48 Chestnut Street, Andover, NY, is currently being leased on a month-to-month basis. Rent remains set at $800/month plus utilities. Properties donated by Doug Barber remain listed with a realtor; however, there has been no activity.

College Master Plan/Wellsville Campus Mossien Plan: Review of the plan is ongoing by committee and Wellsville faculty members.

The Sustainable Advanced Manufacturing Center was completed and a ribbon cutting ceremony took place on October 14, 2016.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

Public Relations committee met August 25, 2016, November 10, 2016, January 12, 2017, March 9, 2017, and April 20, 2017.

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
    - Pioneer Student Union and Wellness Center Reception
    - Ribbon cutting for SAMC Building
    - House #54 Work Progressing
    - Peer Tutoring Support
    - Work Grant Support
    - Time Capsule and Hog Wild Days
    - Automotive Trades 50th Anniversary event
- Ed Foundation press releases were added to the college web site.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Compiled the Educational Foundation History from 2010 through June 2016 and updated the existing history document.
    - Created a process to add each academic year (August – June) to the history on an annual basis.
- Created a one-page Ed Foundation flyer that may be printed upon request.
- Updated the Ed Foundation web site as needed.
- During the month of May, the College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display.
- Cornerstone installed on House #54.
- Funded one-half the expense to produce a sign for placement in front of the current house under construction (#55), which will be hung in the Workforce Development Building upon completion of the house.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

Scholarship Committee met June 2, 2016, October 25, 2016, and February 23, 2017.

- The Ed Foundation scholarship allocation for 2016-2017 was $160,000, which represents a $5,000 increase from the 2015-2016 allocation. The breakdown for scholarship allocations was as follows:

- $ 40,000 Distinguished Scholars
- 120,000 Admissions

  $ 160,000 TOTAL ALLOCATED

- No funds were available for retention grants.
- The final distribution of 2016-2017 scholarships was as follows:
  - $ 40,000 Distinguished Scholars
  - 121,500 Admissions

  $161,500 TOTAL EXPENDED
- Ed Foundation scholarships were over awarded by $1,500, which was paid from the Ed Foundation Unrestricted Fund held by the Development Board.
- The yield of scholarship funds expended from those offered was 40 percent, which was a significant decrease from the previous year's rate of 50 percent. Much of this decrease can be attributed to the addition of the Common Application, which typically results in lower yield rates.
- Scholarships were awarded to 533 new and returning students during the academic year, compared to 535 in the previous year.
- Of the 503 fall recipients, 79 percent received over a 3.0 grade point average. Eighty-three (16.5 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a decrease compared to last year (18.9 percent ineligible in 2015-2016).
- The Educational Foundation of Alfred Inc. Unrestricted Fund is held by the Development Board. In 2016-2017, $10,000 was available for disbursement. $1,500 was used to cover the Ed Foundation scholarship over-award amount. The remaining $8,500 was applied to the Excellence in Education tuition portion of the scholarship to assist the College in funding the Distinguished Scholars program. In February 2017, the Committee moved to rescind the policy currently in place for the disbursement of the Unrestricted Endowment Fund and recommend to the Board that we support the request of the Development Board to follow their disbursement policy for the remaining funds in the Unrestricted Fund. This was approved by the Board in April 2017.

2017-2018 Educational Foundation of Alfred, Inc.

Property Committee – August 30, 2017

Meservey Hill Updates

- House #55 – The summary budget report was distributed. Jack Jones reported the inside is complete but there are still a few outside items waiting to be completed including pouring the patio, finishing the driveway and some site work. Jack estimates finishing costs to be approximately $11,500, bringing the total cost of the house to $204,723, which does not include the lot cost or administrative fees (gas, electric, building permit, plans, etc.). Purchase price was discussed. Motion: Peter McClain made a motion to recommend to the board to set the asking price of House #55 at $234,500. Joe Greenthal seconded the motion. Motion passed unanimously.
- House #56 – The budget report was distributed. Jack Jones noted the house is on schedule and within budget. With students just returning to campus, no progress has been made since last meeting. There was one inquiry to purchase the house, but Jack has not heard anything recently and is unsure if that individual is still interested.
- House #57 – Jack reported the only work to be done at this site this year will be the garage and the foundation due to the shipping container project. There will be one lot remaining on Meservey Hill after House #57 is completed.

Wellsville Campus Projects

- Summer Projects – Jeff Stevens reported that most of the summer was spent working on office moves. Student Services was moved out of the H Building into the Drafting/CAD building. University Police will be moved out of the H Building into the old Administration Building this semester. An office for Human Resources is also being created in the Administration building to combine the administrative services to the campus. The IT area is moving out of the temporary classroom and will be transferred to the first floor of the Administration Building. The temporary classroom building will then be empty. Some parking lots were sealed, fire escape and sidewalk work were also done. The Truck & Diesel area and the freshman auto area were repainted. Jeff will take any interested committee members to see the work.
- Workforce Development Building – Flooring has been installed upstairs, faculty are in the offices, carpentry is now located in the building. A few items are still incomplete – upstairs bathrooms, railing, and ceilings should be completed in the next few weeks. Jeff anticipates the Certificate of Occupancy will be obtainable by the end of September or early October.
- Culinary Arts Building – no news.
- Campus Maintenance - Work was done to stabilize buildings to keep rodents out, a fire alarm panel was replaced in the administration building. Progress is being made with the car collection. Still have approximately 24 cars, which is about half of what they used to have. Millings from the Alfred campus are being used on the Wellsville campus.
- Building Trades/HVAC Renovations – Jeff Stevens reported he is continuing to work on grants with Provost Poppo.

Old Business

- County Emergency Services Tower – The County is still looking for the easement to allow the installation of electric at the site. George Goetschius has been in contact with Peter Degnan, but with George excused from today's meeting, the status of the paperwork was unknown, so no action was taken.
- Betty Brown Property – Val Nixon was unable to finalize the lease agreement with SUNY prior to her retirement. Joe will be following up with Kelly Lester, SUNY Legal Counsel.
- Andover Property – Pat Barry noted the full board passed the changes to the lease agreement. Pat has the signed agreement from Andrew Smith and he will get George Goetschius' signature on the agreement. Rent will be applied to the purchase price until January 2021. At that time, the Ed Foundation will enter into an agreement to sell the property to Andrew Smith.
- Additional Land Options – Pat Barry noted the Town of Wellsville has a piece of land (14.666 acres) on Trapping Brook Road that they would like to donate to the Ed Foundation. Shad Alsworth, Supervisor, has discussed this with the Town and Village boards, and all are in favor. If the Ed Foundation board approves the donation, it will go back to the Town of Wellsville and will then have to go out for public comment. Some discussion about what the land could be used for followed including creating a subdivision with smaller homes. Jack Jones noted the curriculum has been rewritten and is flexible. Motion: Casey Joyce made a motion to recommend to the full board to enter into an agreement with the Town of Wellsville to acquire the 14.66-acre parcel in the Town of Wellsville on Trapping Brook Road to be used for student projects. In exchange, the School of Applied Technology will work cooperatively with the town of Wellsville to share resources as a result of the collaborative project. Peter McClain seconded the motion. Motion passed unanimously. Pat asked members to keep this confidential until the Town of Wellsville makes it public. Jeff Stevens noted that this committee will continue to look at other land options.
- 2019-2020 Goals – The current goals were reviewed and revised as noted at the end of these minutes.

Public Relations – September 7, 2017

Deb Goodrich introduced and welcomed Ruthanne Ashworth, professor in the Nursing Department and new Board Member, who is filling the Alfred Faculty position vacated by David Haggstrom on his retirement.

Calendar Review

Deb Goodrich noted that all press releases for last calendar year were completed as scheduled.

Old Business

- Website update – House #54 – Jeff Cole showed the video of House #54 on the Ed Foundation website. A photo of the completed house will be added to the photo gallery, and the video will remain on the website. The rendering of House #55, the blueprint, along with the special features, will be added to the website.
- Ed Foundation History – The history has been updated on the website, and a copy of Volume #2 (years 2010 – 2015) was shared with the committee. Copies will be placed in the libraries on each campus.
- Cornerstone for House #54 – Jack Jones reported the cornerstone was placed in House #54. Jack will try to get photos to share with the committee.
- Photo release for House #50 – Mark Payne was going to follow up. This item will remain in Old Business for next meeting.

Discussion of different ways to display the work of the students followed. Jack Jones noted the department is experimenting with new technology to capture the stages of building the homes, similar to a virtual tour, and are also using Cluster, an online photo album. Deb Goodrich noted Visix, a digital sign will be installed in the Pioneer Student Union's welcome area. Also discussed was adding the time-lapse video of the Zero Energy Home to the website.

New Business

- 2017-2018 Calendar – the following press release calendar was created for the 2017-2018 academic year:
    - September 2017 – New board member, Ruthanne Ashworth
    - October 2017 and ongoing – Scholarship awards
    - October/November – House #55
    - January 2018 – Workforce Development Ribbon Cutting – certificate of occupancy should be obtained by end of year. A discussion followed and the Workforce Development Building will be added to the "Projects" tab on the website along with photos of the progress of the building as available.
    - February 2018 – Peer Tutoring
    - March 2018 – Work Grant
    - April 2018 – Groundbreaking for House #56
    - May 2018 – Chamber of Commerce Window

  Possible Future Press Releases:

    - Meservey Hilll South – nothing new at this time; will keep on the list
    - China Decathlon Home Replica – no news at this time, but will remain on list
    - Meservey Hill Heights Sign – it was agreed to remove this from the list
    - Campus Beautification – was added to the list
    - YMCA/community partnership – this suggestion was made. Deb will follow up with Jeff Stevens and Justin Cornelius to see if it would be an appropriate story and, if so, will get the contact person.

- 2017-2018 Goals – the committee reviewed the 2016-2017 goals and agreed to keep same goals for 2017-2018.

Other

- Jack Jones reported that the sign for House #55 is up in front of the house, and he shared photos with the committee. Jack also noted that in three years, they will be starting the last home on Meservey Hill.

Audit & Finance Committee Meeting – September 21, 2017

Guest Presentation: Katrina Smith, representative from Sage Rutty, attended the meeting. Katrina Smith distributed the Portfolio Analysis showing our current investment of $931,481.99 in American Funds and $161,035.58 in cash for a total of $1,092,517.57 as of September 19, 2017. Katrina Smith described the current market as "abnormal" and predicted there will be a downturn in the near future. Katrina mentioned different options for having the funds needed for anticipated projects and ways to protect the principle. Instead of reinvesting the dividends, it was suggested the committee consider using capital gains to fund upcoming projects. The committee will get an idea of future projects from the Property Committee to determine how much cash might be needed.

David Sengstock made a motion to approve the minutes of the March 30, 2017, meeting as written. Jim Knapp seconded the motion. Motion passed unanimously.

Budget Reports:

Operating Revenues – (as of August 31, 2017) the checkbook has a balance of $200,822.78 and the investment account is at $1,092,517.57 (as of 9/19/2017), and there were no unusual account expenditures. The check for the sale of House #54 was received on 6/28/17 for $212,885.27. The Line of Credit was not used over the summer. The lease payment has not been received; Val will follow up.

Old Business:

- Jeff Stevens reviewed the status of campus projects line by line and the status of the 2017-2018 budget. Jeff noted some items have been pushed out to 2018-2019, but good progress is being made. Jeff also reported that work is close in order to obtain the certificate of occupancy for the Workforce Development Building.

New Business:

- Request to fund purchase of car for Commencement – At the Annual Meeting in May, President Sullivan asked the Ed Foundation Board to consider the purchase of a car, up to $5,000. Discussion followed. Peter McClain made a motion to propose to the board that funding be allocated to purchase a car the car given at Commencement. Geralyn Gough seconded the motion. All in favor. Motion passed unanimously.
- Jeff Stevens requested the Ed Foundation obtain a credit card to be used by Gordon Cook for small purchases, less than $2,000. Julie Hart currently approves purchases over $2,000. The reason for the request is to relieve the workload on staff required to process and approve the paper Purchase Orders and to expedite the ordering process. Rose Cook noted that Gordon Cook already has a credit card. After some discussion, it

was agreed that card could be used for the purchases Jeff refers to. Jeff Stevens made a motion to allow Gordon Cook to use the credit card he currently has to purchase materials under $2,000 to reduce workload for staff and to expedite the ordering process. Val Nixon seconded the motion. All in favor, motion passed.

- Goals for 2017-2018 – the 2016-2017 goals were reviewed and committee agreed they should remain as written for 2017-2018.

Board of Directors Meeting – September 21, 2017

The Audit and Finance Committee recommends to the Board that the Ed Foundation fund the purchase of a car, up to $5,000, for the Commencement car give-away. Mark Payne seconded the motion. All in favor, motion passed.

By-Laws Committee Meeting – September 28, 2017

Old Business:

- Review of Board Membership Matrix – the matrix was updated adding Ruthanne Ashworth, who filled the vacancy left when David Haggstrom retired and Bradley Smith, who is filling Jeff Stevens' vacancy left when he took the position as Interim Dean of the School of Applied Technology.
- Committee Members – this committee reviewed the committee makeup of all committees. The Scholarship and Public Relations committees are both lacking one voting Board member. Mary Scholla will contact Julie Hart to see if Bradley Smith has been assigned to any committees and whether Jeff Stevens, as interim dean, should be on any other committees.
- Operations Manual – Updates were made to the Operations Manual as proposed at the May 18, 2017 Annual Meeting. Following discussion, the committee agreed to add the Investment Policy as an Appendix to the Manual. The committee also agreed to add a statement to clarify term limit when a person is appointed to fill a vacant position. That partial term shall not apply to the term limits stated. Once updated, Mary Scholla will distribute the manual by email to the committee members and, prior to the October 26 Board meeting, she will email the manual to all Board members.

New Business:

- Goals for 2017-2018 - Committee reviewed the goals and agreed the goals from 2016-2017 are still appropriate for 2017-2018.
- Review of Operations Calendar - Committee reviewed the calendar and agreed to move tasks to September and February, since that is when the committee is scheduled to meet. The review of the Operations Manual, Operations Calendar and Membership Matrix will take place at the Fall meeting, and items pertaining to term reviews and elections will take place during the February meeting.

Scholarship Committee – October 10, 2017

Scholarship Report Review

2017-2018 Scholarship Report: Deb Goodrich distributed the summary of the scholarship report. The Ed Foundation allocated $170,000 for scholarships, broken down as follows: $40,000 for the Distinguished Scholars program and $130,000 for admissions scholarships. At this time, $180,000 in Ed Foundation funds have been awarded. In addition to the $40,000 in

support of the Distinguished Scholarship Program, $140,000 in admissions scholarship have been awarded to 137 students. The $140,000 is broken down as follows: $102,500 for the Academic Distinction scholarships; $15,000 for Phi Theta Kappa scholarships; $12,500 for Transfer Scholarships and $10,000 for Vocational Excellence. Deb Goodrich noted that $329,000 has been offered and $140,000 is expected, for a yield of 43 percent, which is down from previous years. As the college continues to expand the bachelor's degree programs, the yield rate has gone down. Deb Goodrich mentioned the national yield average for accepted baccalaureate students is 22 percent, so we are above that. The total Ed Foundation allocation is $170,000, and the total expenditure is $180,000, which is $10,000 over, which is low in comparison to previous years. Deb reviewed the college-sponsored scholarships and noted the total scholarship funds awarded is $4,011,990.63.

Kathy Markel reviewed the scholarship yield information for freshman students. Kathy noted the yield continues to trend downward. There was a decrease in the yield for the Presidential, All-American and Academic Distinction scholarships, but the Excellence in Education showed a slight increase in the yield. The yield on the Phi Theta Kappa scholarship showed a decrease, but the transfer scholarship increased, and the Vocational Excellence scholarship remains at 100 percent.

Old Business

- Budget for 2018-2019 – $175,000 has been allocated for scholarship recruitment for 2018-2019. The Admissions office is currently reviewing applications and offering scholarships for next year.

New Business

- Excelsior Scholarship **–** Jane Gilliland gave an overview of the Excelsior scholarship and discussion followed. There are still questions to be answered and processes to be worked out. Jane noted about 637 students were eligible for the scholarship, and about 370 students received funding through the scholarship. Our students received an average of around $2,000 for the semester. Students who did not apply for the scholarship will still have an opportunity to do so, though the six-week timeframe has not yet been set. Work continues on a verification/certification process that will be followed at the end of the semester to determine whether or not each student has met the credit hour and gpa requirement and is still eligible to receive the scholarship. There is a make-up provision in place for students who started college in 2015 or 2016 and did not meet the credit hour requirement. Jane noted concern about the ASOP students who normally take some remedial courses that do not count toward the credit hour requirement. Work is being done to assist those students by declaring a second major.
- Deb Goodrich explained the Excelsior Scholarship is used only after other tuition scholarships and financial aid (TAP, PELL, etc.) have been applied to the student's tuition bill. Deb Goodrich suggested the committee consider changing the wording in the Ed Foundation scholarship criteria to state the scholarship is intended for non-tuition expenses. Deb further explained that our students receiving the Excellence in Education scholarship are not eligible for the Excelsior Scholarship because full tuition is covered. However, those students receiving the Academic Distinction, Phi Theta Kappa or Vocational Excellence scholarships are impacted and they could receive additional Excelsior Scholarship funding if our scholarship criteria stated, "to be used for non-tuition expenses". Discussion followed. MOTION: Ellen Ehrig made a motion to reword the

Educational Foundation scholarship criteria to specify the scholarship is intended for non-tuition expenses. George Goetschius seconded the motion. All in favor, motion passed unanimously. Deb also noted that sponsors for other scholarships will be contacted and asked to consider this change as well.

- 2017-2018 Goals – Current goals were reviewed, and it was agreed the goals should remain the same as the 2016-2017 goals.

Property Committee – October 12, 2017

Meservey Hill Updates

House #55 **–** A slide show of the progress of the house was on display. Jack Jones reported the work is on schedule or a bit ahead of schedule. To avoid the inflated cost of materials due to hurricane damage this summer, all the framing and sheeting has been purchased. There is some concern how the budget for the house will be affected, but Jack assured the committee, they are doing all they can to stay within the budget.

Wellsville Campus Projects

- Workforce Development Building – Glenn Brubaker reported they now have plumbing prints for the second floor. Once all the prints are ready, they will be turned over to Dan Mossien for his stamp of approval. Once the prints are stamped, they will be taken to code enforcement to issue the building permit. Once we have the permit, we should then be ready to obtain the Certificate of Occupancy. Moran Glass is installing the interior doors and windows. Completion of windows and doors is planned for January 2018. The cost for projectors and TVs for classroom and labs came in at $20,000. Glenn Brubaker noted it has been determined that flooring in the building is needed. A quotation for VCT flooring is in process. Discussion about opening up the wall connecting the WDB and Building Trades building followed. Glenn Brubaker indicated he prefers to get the Certificate of Occupancy first. Jeff Stevens reported he is working on the final stages of a grant to support funding for both equipment and renovation for the HVAC and Building Trades building. The grant will also offer some national funding opportunities. Jeff is currently working on getting a quote for the schematics from Dan Moissen so they can move forward. They have not come up with a new name for the building yet. Mary will add the Building Trades/HVAC building to the agenda under campus projects.
- Culinary Arts Building – Jeff Stevens reported the expanded lab space is working out well. An exterior kitchen is in the planning stages. Funding was received from the Academic Affairs division to build a smokehouse in the outdoor kitchen.
- Campus Maintenance Projects – The planned campus projects have been completed, with the exception of the PSU ceiling. They are waiting on strapping material. Once received, the remaining nine sections of insulation in the ceiling will be installed. Corcraft is doing asbestos abatement in the Red Barn building. The building will be used for storage, as will the old paint shop that was recently cleaned out.

Old Business

- Meservey Hill South – James Ball, Ball Land Surveying, provided a quote for the boundary survey for $7,200. He also offered suggestions for the development of the property and provided a topographical drawing. Committee discussed the limited useable land per parcel due to the steep terrain, what type of houses are appropriate for

those parcels, and whether or not it is of value to sell the entire parcel off or to retain the upper portion of the lots for use by the heavy equipment program or any other program. George Goetschius would like input from the faculty and have further discussion before hiring James Ball to proceed with the survey. Jeff Stevens offered to walk the land with any interested committee member.

- Andover Property – 48 Chestnut Street – A faculty member is currently leasing the home and things are going well.
- 63 Sayles Street Property – Jeff Stevens reported that he spoke with Danielle White in the Institutional Advancement Office, who informed him that conversations have gone cold with the owner. After some discussion, committee agreed to remove this item from the agenda unless, or until, the owner contacts the college again.
- Status of 2017-2018 budget – Jeff Stevens reported the budget is in good shape; he continues to meet with Rose Cook and David Sengstock every few weeks.
- Master Plan – George Goetschius and Jeff Stevens met, walked the campus, and reviewed both the Mossien master plan and Alfred State's master plan. George noted the Mossien plan from 2015 was the first step in updating the Master Plan, but changes have been made to the campus since. Items to consider for the updating of the master plan include removal of the old health center; occupancy of the Workforce Development Building and vacating the temporary classrooms; keeping the China Decathlon house on campus; the vacated administration building and freshmen welding building; and reuse of the Drafting/CAD classroom space. George also noted when reviewing both Wellsville's and Alfred's master plans, they did not align. George feels Wellsville should proceed with updating the master plan with input from Alfred campus representatives. Glenn Brubaker stated that Alfred is currently in the process of updating their master plan. Val Nixon noted that she believes Alfred is only going to refresh their current master plan, targeting recent changes to program offerings, strategic plan, etc. incorporating those changes into the existing plan. To be certain, Val contacted the individual at the Construction Fund to see if Wellsville would be included in this master plan update and will let the committee know what she hears.

New Business

- House #56 – Students in the heavy equipment operations program have graded the lot. Jack Jones reported at a meeting last week, he and the faculty discussed the possibilities of where to spot the house and the driveway issues. They will be looking at floor plans and expect to have a selection for the December meeting. Jack Jones noted the owners of House #53 requested that as much privacy as possible be kept between the two homes, by leaving as many trees as possible and positioning the home on the far side of the lot. Jack indicated the request will be considered, and a set up similar to House #54 is being considered.

Other

Jack Jones requested permission of the committee to obtain the driveway permit for House #56 and begin the driveway. Jack estimated the cost to be between $3,000 and $4,000, a bit more than for House #55. Committee agreed to allow Jack to move forward with the driveway for House #56.

Operating Revenues – On October 23, 2017, the balance in the checking account was $559,189.18 and the balance in the investment account was $1,108,628.90. The lease payment of $640,730 was received from the college on September 28, 2017, and the fall scholarship payment for $107,500 was paid to the College on October 17, 2017.

Operating Budget – David Sengstock reported Jeff Stevens and Glenn Brubaker have a working plan and continue to work within the budget.

Unusual Account Expenditures – Rose Cook noted a check was paid to Moran Glass for $39,258 for the interior glass installation for the Workforce Development Building; $10,289 was paid to ID Booth, and $51,000 was paid to Mazza. Julie Hart noted she had approved and signed off on these expenditures as they were within the budget. Although these are not "unusual" expenditures, the committee agreed they should be informed of them.

Old Business:

- Status of Workforce Development Building – Val reported the second-floor plumbing is completed; the Interior doors and windows are being installed. The fire system and sprinkler system are in and operational. Work continues to obtain the Certificate of Occupancy.
- Wellsville Campus Projects – The insulation and ceiling covering in the Pioneer Student Union is complete; asbestos abatement in the red storage building is in process.
- Property Updates: 48 Chestnut Street, Andover – A faculty member is currently leasing the property on a six-month renewable lease. House #55 – Val Nixon reported the faculty purchased the framing and sheeting materials before the prices went up after the hurricanes in the south and fires out west, and they avoided the significant price increase on those materials. Construction is moving along on schedule.

New Business:

- Rose Cook asked about the Student Emergency Loan Agency Account. The Ed Foundation holds the account but has nothing else to do with it. If another entity is willing to take over the account, Rose asked if the Ed Foundation would be agreeable to getting rid of it. Rose noted that Student Senate donated funds recently as the repayment/collection policy has not been as effective as it should be. There is approximately $2,000 in the account. It was pointed out that the funds do not belong to the Ed Foundation, though Val Nixon noted the Ed Foundation may have given seed money years ago. Rose Cook requests permission to talk with Greg Sammons, Vice President for Student Affairs, about options. Terri Ross made a motion to allow Rose Cook and David Sengstock to pursue the transfer of the Emergency Loan Account to another entity to administer disbursements. Jim Knapp seconded the motion. All in favor, motion passed.
- Julie Hart asked about the property in Alfred that was going to be donated to the Foundation. Val informed the committee the owner does not seem to be that serious about the donation, and the college has not had any recent contact with the owner. She also noted the condition of the property is questionable and may not be worthwhile.

Board of Directors Meeting – October 26, 2017

Ms. Amanda Smith and Mr. Craig Stevens from Bonadio & Company attended the meeting to present the audit findings for the year ending June 30, 2017.

Motion: On the recommendation of the By-Laws committee, Mark Payne made a motion to approve the changes made to the Operations Manual. George Goetschius seconded the motion. All in favor, motion passed.

The Audit & Finance Committee recommends allowing David Sengstock and Rose Cook to act on behalf of the Ed Foundation to investigate transfer of the Emergency Loan Account to another entity, i.e. Student Senate. Jim Knapp seconded the motion. All in favor, motion passed.

By-Laws Committee Meeting – November 13, 2017

The purpose of the conference call was to review the by-laws regarding committee composition and to review current committee membership. David Haggstrom read portions of Article IX, Sections 1-3, which state, "All members of the Board shall serve on one standing committee as designated by the President but are encouraged to serve on two committees" and "Committees shall have a minimum of five (5) voting Board members, except committees of the whole." David also read from Section 2 referring to the ex-officio members for each committee:

- Audit & Finance – Vice President for Administration
- Scholarship – Vice President responsible for Admissions
- Property – Director of Facilities
- By-Laws – Vice President for Administration
- Public Relations – Director of Public Relations

Deb Goodrich pointed out that organizational changes have taken place since this section was written, and the ex-officio for both the Scholarship and Public Relations Committees should be the Associate Vice President for Enrollment Management.

It was noted both Public Relations and Scholarship committees are currently short one voting Board member. Discussion followed about what constitutes a quorum at committee meetings. Stated in Article VIII Section 3, states "The presence of a majority of the Directors shall constitute a quorum for the transaction of any business and the act of a simple majority, but in no case less than one-third of the entire members of the Board….shall be the act of the Board. David Haggstrom will review Roberts Rule of Order to determine what constitutes a quorum and will get back to committee.

Julie will reach out to board members currently on only one committee to see if there is interest in serving on either Public Relations or Scholarship. She will also contact Bradley Smith to confirm committees for him.

Public Relations – December 5, 2017

Calendar Review

Check mark indicates item was completed:

- ✓ September 2017 – New board member, Ruthanne Ashworth
- ✓ October 2017 and ongoing – Scholarship awards
- ✓ October/November 2017 – House #55

- ✓ November 2017 - New board member, Bradley Smith, and YMCA/Community Partnership
- January 2017 – Jack Jones reported the ribbon cutting for the Workforce Development Building won't likely happen in January. Item will be moved to future press releases, and Jack will contact Deb Goodrich when a date is planned.
- February 2018 – Peer Tutoring
- March 2018 – Work Grant
- April 2018 – Groundbreaking for House #56
- May 2018 – Chamber of Commerce Window and Commencement Car

Possible Future Press Releases:
Workforce Development Ribbon Cutting
Meservey Hill South
China Decathlon Home Replica
Meservey Hill Heights Sign
Campus Beautification
Great Race

Jack Jones suggested in place of the ribbon cutting for January, it may be possible to have a press release about the outdoor kitchen area that is being built by the masonry students for the Culinary Arts program. The brickwork for the smoker has been completed.

With the approval of the board for the Educational Foundation to fund the car given away at Commencement, committee agreed to add the item to the May calendar.

The Great Race was also discussed as a potential story. It is unknown at this time whether or not the Educational Foundation will be involved in any way; the item was added to possible future releases.

Old Business

- Website update – Following discussion it was agreed to move House #54, along with the video, from the House for Sale page to Home Projects. The rendering of House #55, the blueprint, along with its special features, will appear first on the House for Sale page. A further review of the website, and discussion, followed. It was noted some photos have duplicate numbers and appear more than once in the photo gallery. Committee agreed a thorough review and organization of the gallery is needed. If possible, committee would like to have a brief description of the homes, with the special features listed, to show the progress of technology in the industry through the years. Jeff Cole will discuss the options available for these changes with Russ Nunley.

- Cornerstone for House #54 – Jack Jones reported the cornerstone was placed in House #54. This will be removed from Old Business.
- Photo release for House #50 – During the review of photo gallery, a member noted there is a photo of House #50 included, however, it is incorrectly numbered. The number will be corrected in the photo gallery.

New Business

- Biographical Information Sheet – the information sheet was reviewed by the committee and revisions made. Mary will update the form.

Property Committee – December 7, 2017

Meservey Hill Updates

House #55 **–** A slide show of the progress of the house was shown. Jeff Stevens reported the roof is on and the house is closed up. HVAC has started the installation of the heating system. Electrical and plumbing will begin their work in the spring. The budget was distributed. Jeff noted the line item "Foundation" is over budget but explained $3,500 of that should be recorded in the "Excavating & Fill" line. Adjustments will be made to the budget to correct this. The "Roof" line is also over budget due to the need to purchase new roof jacks and lumber for scaffolding. Jeff also noted, the overall budget is expected to be over the initial estimate, due to the inflated costs of materials due to the summer storms. Faculty will continue to do what they can to keep the overage at a minimum.

House #56 – Faculty have met and have a selected a floor plan for House #56. Jeff distributed the house plan specifications. The committee reviewed the plans and discussed. Motion: Craig Clark made a motion to approve the floor plan presented pending receipt of the budget; Casey Joyce seconded the motion. Motion passed unanimously.

Wellsville Campus Projects

- Workforce Development Building – Glenn Brubaker reported the original building permit was located. Dan Mossien has updated the set of Mechanical, Electrical, Plumbing (MEPs) prints, and they are ready to take to the code enforcement officer. Glenn Brubaker and Jeff Stevens will be meeting with the code enforcement officer in the near future to determine what is needed to get the Certificate of Occupancy. Glenn reported the interior doors and windows have been installed, as well as the air handling system and the building management system (BMS). Otis Elevator has to come in to make the elevator operational, but Glenn feels confident there is not much left in order to get the certificate. Jeff Stevens reported that Mingis donated the flooring for the elevator floor, and they provided a quote of $75,000 for flooring for the rest of the building. Jeff Stevens noted the faculty agree that a dust collection system in the building is necessary. Jeff will be comparing dust collection systems to determine an appropriate one for their needs. Jeff reported the grant for equipment for the HVAC/Plumbing area and the renovation of the electrical annex ($600,000) is ready to leave campus. Seed money of $30,000 from the Ed Foundation was used in the grant. Mossien Architects will be providing drawings for the renovation of the annex for $3,000, and they should be ready by mid-January. Jeff Stevens clarified little renovation is needed to the area where HVAC and Plumbing will be moving. The majority of the grant will be used for equipment for that area. The necessary renovations include a fire alarm/sprinkler system and updated restrooms. The equipment is for the lab stations. The electric annex will require major renovation.
- Culinary Arts Building – Jeff Stevens requested a quote from Mingis for flooring for the bakery area. Progress has been made to the exterior kitchen, and photos shown. Funding was received from the Academic Affairs division for the project, and the masonry students built the oven.
- Campus Maintenance Projects – Jeff Stevens distributed the budget for committee review. Jeff reported they would like to keep aside $50,000 each year for paving, in an effort to keep up with paving. During discussions, Craig suggested that building roofs also be added to the list, noting it has been approximately 20 years since the oldest roof

was put on. Committee agreed a worksheet with each building on campus, and the year the roof was replaced, should be created and added to annual maintenance projects.

Old Business

- Meservey Hill South – Jeff Stevens and Jack Jones walked the Meservey Hill South property. Jeff and Jack suggest getting a second opinion by another surveyor, possibly Dean Arnold, to determine if there are other options for the property. Craig Clark suggested having Alfred State's surveying engineering technology students to look at the property, as there wouldn't be any fee. Jeff also noted it would be beneficial to contact a local forester to see about having the property logged, noting the shrubs and woods are very dense. Jeff did point out there are only three lots remaining in Meservey Hill after House #56, so some decisions will need to be made.
- Andover Property – 48 Chestnut Street – Nothing to report. A faculty member is currently leasing the home and things are going well.
- Master Plan – Nothing to report.
- Status of 2017-2018 budget – was discussed under campus maintenance projects.

New Business

- Selection of Floor Plan House #56 – Motion passed approving the floor plan during the discussion of House #56 above.

Other

- Jeff Stevens reported some projects the students worked on during the semester included: building a carport at the Alfred Police Station; putting in a Kiosk at Jones Memorial Hospital; remodeling the Accord building in Belmont; and installing the boiler system, completing the trim work and hanging doors at the Wellsville Bible Church.
- Glenn Brubaker has been in discussion with an energy development company about a solar array to offset costs of energy use. Five to ten acres of land are needed for the solar array. Discussion followed on possible sites for the project. Glenn and Jeff Stevens will look into the identified areas.

Audit & Finance Committee Meeting – January 18, 2018

Budget Reports:

Operating Revenues – The balance in the checking account is $278,023 and the balance in the investment account is $1,177,120.26.

Operating Budget – Rose Cook and David Sengstock met with Jeff Stevens and Glenn Brubaker to review the budget.

Unusual Account Expenditures – Rose Cook noted there were no unusual expenditures.

Terri Ross reported on the issue with the water bill. It was an error by the Town of Wellsville, and a correction will be made. Terri stated Rose Cook should wait to pay the bill and there will be no penalty assessed.

Old Business:

- Student Emergency Loan Agency Account – Rose Cook has talked with Casey Gross, Judicial Affairs office, about possible options for transfer of the account. Casey Gross

will discuss those options with Greg Sammons, Vice President for Student Services and get back to Rose.

- Summary Budget Sheet – Rose Cook distributed the one-page summary sheet for committee members, noting it is still a work in progress, and asking what additional information committee would like to have. Committee reviewed the information and made suggestions, including adding the investment and checking account information along with a budget column for the houses. Rose will revise the summary sheet for the next meeting.
- Status of Workforce Development Building – Glenn Brubaker reported the elevator was load-tested. Otis Elevator will come back to certify it, so it will be operational. The final electrical inspection is the only thing left before obtaining the certificate of occupancy. Jeff Stevens and Glenn Brubaker will meet with the inspector in the near future to determine what still needs to be completed. They will create a punch list and complete those items. George Goetschius noted in his discussion with Jeff Stevens prior to the meeting, a permanent certificate of occupancy with exclusions should be obtainable after the electrical inspection. With the railing to the mezzanine incomplete, that entrance will be inaccessible, but full occupancy to the rest of the building is expected.
- Wellsville Campus Projects – Glenn Brubaker reported that he and Jeff Stevens have been working on a five-year plan for the Property Committee. The Campus Capital Allocation Budget Sheet was distributed and discussed. Of the $430,000 allocation, there is $92,684 remaining. Glenn explained that there is a plan to spend the total allocation. There is $22,000 allocated for campus paving and any remaining funds will be added to that amount to get that line item to $50,000. The plan is to spend $50,000 each year in an effort to keep up with paving. Following discussion, Val Nixon asked that an indicator be added to the budget sheet noting when the line item is completed. Val also expressed her appreciation to Glenn and Jeff on the good work they are doing and the complete report now available to this committee.
- Property Updates: 48 Chestnut Street, Andover – A faculty member is continuing to lease the property.

Board of Directors Meeting – January 18, 2018

Old Business:

- Peter McClain reported that the house at 63 Sayles Street was sold.

Public Relations Committee Meeting – February 20, 2018

Calendar Review: check mark indicates item was completed:

- ✓ September 2017 – New board member, Ruthanne Ashworth
- ✓ October 2017 and ongoing – Scholarship awards
- ✓ October/November 2017 – House #55
- ✓ November 2017 - New board member, Bradley Smith, and YMCA/Community Partnership
- ✓ January 2017 – Outdoor kitchen for Culinary
- ✓ February 2018 – Peer Tutoring
- o March 2018 – Work Grant
- o April 2018 – Workforce Development Ribbon Cutting – date has been set for April 13
- o April 2018 – Groundbreaking for House #56 – Jack Jones will have more information after the Property Committee meeting on February 22

- May 2018 – Chamber of Commerce Window
- May 2018 – Commencement Car

Possible Future Press Releases:
Meservey Hill South
China Decathlon Home Replica
Meservey Hill Heights Sign
Campus Beautification
Great Race, Buffalo Event

A discussion about the Meservey Hill Heights sign followed. It was reported there are utilities (fiber optics) in the space that was reserved for the sign. Jack Jones will talk to Jim Ball, land surveyor, about installing the sign in the right of way and will inquire about any restrictions. Jack will also contact the homeowners prior to initiating project, when necessary.

Old Business:

- Website update –
  - The rendering of House #55 was moved to the House for Sale page just below the video. Jeff Cole will add the special features of the house to the website and remove the bulleted items for House #54. Jack Jones will provide the details.
  - Photo Gallery – a lengthy review of all homes in the photo gallery took place. Missing photos were identified as well as duplicates and misnumbered photos. Jeff Cole will work on getting the photos in order and removing any duplicates. Jack Jones will try to locate photos of the missing homes. Deb thanked committee for their work on this project.

- Biographical Information Sheet for new members – updates to the bio sheet are complete and the new version will be used for new members.

New Business:

- New sign for House #56 – Jack Jones noted that Building Trades would like to have a sign made for House #56, similar to that done for House #55. Once the house is completed and sold, the sign will hang in the Workforce Development Building. Jack Jones asked the committee to consider helping with the expense. The Dean of the School of Applied Technology agreed to pay half; Jack is requesting the Public Relations Committee to pay the other half. Motion: Mark Payne made a motion to use funds in this year's budget to fund half the cost of the sign for House #56. Terri Ross seconded the motion. All were in favor. Motion passed.
- 2018-2019 Budget – committee discussed budget needs, which include advertising for Open House, replacement of roll-up, house signs, etc. Deb noted last year's request was $750. Motion: Mark Payne made a motion to request $750 for the 2018-2019 budget. Sandy Sawyer seconded the motion. Motion passed unanimously.
- Chamber window – Russ Nunley suggested that in addition to the "since 1966" sign, we might include a chef hat and menu cover advertising the new "Refinery" and the Culinary Arts program. The roll-up will also be used. A sign stating "under construction" will be attached to the poster of House #55. Mary Scholla will gather items for the window.
- It was noted that Steuben Trust also has a display area, which we could explore for a future Ed Foundation presence.

Property Committee – February 22, 2018

Meservey Hill Updates

House #55 **–** Jack Jones reported House #55 was shown to a prospective buyer, which resulted in a purchase offer for $225,000. The prospective buyer is aware the house will not be completed until May 2019. Jack Jones noted there may be some changes in the prints and the prospective buyers were asking for some extras, including a bigger door for the basement, a hedge row between the next house, upgrade to the countertops. The buyer was informed the upgrades will result in additional cost of the purchase price. Following a lengthy discussion about the offer, Julie Hart made a recommendation to counteroffer at $241,000 and give Craig Clark flexibility to negotiate the price in the range of $241,000 down to $233,000. Jack Jones noted work on house is on schedule.

House #56 – Jack Jones distributed the proposed budget and noted the house is a bit bigger than House #55. The proposed budget for materials is $181,730 and site work is estimated at $45,000. Site work for this house will start this spring as soon as weather permits and work on the house will start in the fall. The prints are with the architect for code compliance review, and Jack will contact Jim Ball for the site plan. Once everything is in order, Jack will apply for the permit.

Wellsville Campus Projects

- Workforce Development Building – Glenn Brubaker and Jeff Stevens have been in contact with Rob Marsh, building code inspector for the Town of Wellsville. Rob Marsh has received the letter from Mossien validating the completed work in the building is code compliant. Glenn expects to have the Certificate of Occupancy very soon. Glenn noted the certificate of occupancy will be a Permanent Certificate of Occupancy with exceptions, due to the mezzanine area. The ribbon cutting for the building is scheduled for Friday, April 13 and everyone is invited. Jeff Stevens is working with the Institutional Advancement office on fund raising to help cover the cost of the flooring, which is quoted at $73,000. New furniture for the building, including office furniture, will be approximately $50,000. Jack Jones attended the International building Trades Show, and made some contacts for possible donors, i.e., John Kruger, HEP Sales.
- Culinary Arts Building – Jeff Stevens is working with the Institutional Advancement Office to try to secure funding from other sources for a new culinary arts building.
- Building Trades/HVAC Renovation – Work with the grant writer continues for this renovation and equipment project.
- Campus Maintenance Projects – the 2017-2018 listing of approved capital projects was reviewed. Of the $430,000 budget, $306,421.36 has been spent, and they are on target to spend down the rest by end of budget year. Any remaining funds will be put towards paving costs. During review, Val Nixon asked that an additional column be added to the spreadsheet to indicate when a particular project has been completed. Jeff and Glenn will make the change to the worksheet.

New Business

- 2018-2019 Budget Request – Jeff Stevens and Glenn Brubaker distributed the budget proposal, which also included a five-year plan. Jeff noted the list of projects was created after consulting with the faculty, the facilities team, and Val Nixon and Provost Kristin Poppo. In line with previous budget requests, Jeff and Glenn plan to request $270,000; however, they would like to request an additional $120,000, for a total of $390,000. The extra projects that would be covered with the additional $120,000 include the fire

alarm/sprinkler upgrades to the old Building Trades to tie into the Workforce Development Building, and the opening of the corridor between Building Trades and the Workforce Development Building, an exhaust system in freshman auto, and flooring in freshman electrical. The complete list of projects was reviewed and discussed. Glenn Brubaker reported the removal of the old Health Center is a top priority. LaForge's bid was the lowest received at $25,000 due to the asbestos in the building. Following some discussion, Val Nixon asked if it might be possible to move the building to a far corner on the property instead of having the building torn down. Jeff and Glenn will look into that option. Jeff Stevens noted the five-year plan will include $30,000 for roof replacements annually along with $50,000 for paving. Motion: Jim Knapp made a motion to request a budget of $270,000 plus the additional ask for $120,000, for a total of $390,000 for 2018-2019. Jack Jones seconded the motion. All in favor. Motion passed unanimously.

- YMCA signs – George Goetschius stated there was a request from the YMCA for signs at the Pioneer Student Union. Jeff Stevens confirmed the YMCA's request was approved. They will be posting two signs measuring 15" x 12", with one on the main door and the other on the wall across from the Health Center.

- Glenn Brubaker and George Goetschius had a conversation about the county approval of a 911 tower to be placed on the Sugar Hill property. Val Nixon informed the group this issue is a bit premature as they are still trying to figure out the specifics. Val is looking for the deed for the property. Both George Goetschius and Craig Clark are certain they have copies and will get them to Val.

Old Business

- Meservey Hill South – Jeff Stevens has contacted Dean Arnold, land surveyor. Dean Arnold will walk the property and give us another opinion on how the land may be developed. Jack Jones noted it would be very difficult to build on the lots the way Jim Ball suggested they be laid out but feels there may be potential to build near the top. More information will be available at the next meeting. George Goetschius noted a decision will need to be made soon as there are only three lots remaining in Meservey Hill after House #56. Jack Jones reported that he has looked on Zillow and found some vacant lots for sale in Wellsville for around $4,000 - $5,000 each. He suggested students could build panelized or modular homes to place on the vacant lots, though the experience of building a house from the ground up is what sets Alfred State apart.
- Andover Property – 48 Chestnut Street – Nothing to report. The faculty member is currently leasing the home and things are going well.
- Master Plan – Nothing to report.
- Status of 2017-2018 budget – discussed under campus maintenance projects
- Solar Project location – Nothing to report.

Scholarship Committee – February 21, 2018

Scholarship Report Review

2017-2018 Scholarship Report: Deb thanked Kathy Markel for preparing the scholarship summary and distributed the 2017-2018 Educational Foundation scholarship report. Deb noted that 496 scholarships were awarded to new and returning students during the academic year. Of the 472 fall admission scholarship recipients, 41 received a 4.0, 331 received a 3.0-3.99, 61

received a 2.5-2.9, 26 received a 2.0-2.49, 7 received a 1.0-1.99 and 6 received less than a 1.0 GPA. Of the total fall scholarships awarded, 83 (17.6 percent) were ineligible to continue receiving their scholarship for academic reasons. In fall of 2016, 83 out of 503 (16.5 percent) of the scholarship recipients were ineligible to continue to receive their awards. Admissions offered $330,000 to academically talented students and expended $124,500, resulting in a yield rate of 38 percent. This is a slight decrease from last year's yield rate of 40 percent. The college awarded $3,666,100.08 in scholarships in 2017-2018, which is down from the $4 million awarded in the past. The total Ed Foundation allocation of 170,000 was divided as follows: Distinguished Scholarship Program - $40,000 and Admissions scholarships - $130,000. Actual expenditures for 2017-2018 were broken down as follows: Distinguished Scholarship Program - $40,000 and Admissions - $124,500. The balance of $5,500 has been given to the college to be used toward the Excellence in Education scholarship expenses, as it was too late to be used for retention scholarships.

2018-2019 Scholarship Report: Deb Goodrich reviewed the 2018-2019 scholarship listing, noting the total allocation is $175,000 with $40,000 for Distinguished Scholarship Program and $135,000 for Admissions scholarships. Currently, $1,210,823.14 has been offered for the Excellence in Education scholarship (of which the Ed Foundation covers $40,000) ; $329,500 for Academic Distinction; $10,000 for Phi Theta Kappa; $17,000 for the Transfer Scholarship and $5,000 for Vocational Excellence scholarship, for a total of $401,500 in Ed Foundation Scholarships. Deb Goodrich noted Academic Distinction scholarships will be awarded until March 1 and PTK, Transfer and Vocational Scholarships are awarded until May 1. So far, for 2018-2019, $6.3 million has been awarded, but this is a preliminary picture of what will actually be expended. Kathy Markel shared a scholarship award report that tracks the number of scholarships awarded by month for the past three years. As of February 1, 2018, 615 scholarships have been awarded, compared to 393 February 2016. Deb Goodrich reported the reason for the increase in awards offered is there has been a significant increase in the number of applications the college has received - 7,503 compared to last year's 5,527. Applications have exceeded the largest number ever, and at this rate, we may reach 8,000 applications. One reason for the increase in applications may be attributed to the increase in the number of application fee waivers for the Educational Opportunity Program (EOP) students, which increased from four to seven. Alfred State currently has 3827 EOP applications for the 40 spots we accept. SUNY's EOP applications are up 34 percent. Deb also noted that out of the 7500 applications, 4029 are from the New York City area. Even though the number of scholarships awarded has increased significantly, Kathy Markel noted the yield continues to decrease for the majority of our scholarship and she shared the yield information that shows this trend.

Old Business

- Budget for 2018-2019 – our budget allocation is $175,000,
- Excelsior Scholarship Report – Chris Vernam noted there was nothing new to report. Alfred State hired a certification officer to handle the Excelsior Scholarship, and she is currently working on the certification process. There is no word on when the application will be available for Fall 2018. There will be a limited time period that students can apply, and they will have to have completed the FAFSA.
- Retention fund availability **–** Last year this committee recommended to the board, and the board approved the motion to follow the disbursement policy for the remaining funds in the Unrestricted Account. There is $3,250 designated for retention for 2018-19.

New Business

- Scholarship Yield Reports – Deb Goodrich thanked Ellen Ehrig for her work on the reports. Using the reports created by Ellen Ehrig, Kathy Markel summarized the information and distributed a scholarship analysis for fall 2017 incoming students. The report reveals the yield percentage is the lowest it has been for all four scholarships going back to fall 2009; with the exception of the Academic Distinction scholarship, yield percentage is now higher for our four-year programs than the two-year programs. The number of All-American scholarships offered continues to rise (13.3 percent increase from fall 2016 and a 78.8 percent increase as compared to fall 2009. There has been a significant increase in the number of Academic Distinction scholarships awarded (194 offered in fall 2017 compared to 68 in fall 2009).

- 2019-2020 Budget Request – it has been standard practice, and one of our goals, to pursue an increase for scholarship funding, and with the significant increase in scholarships awarded, it continues to make sense. Discussion about budget requested followed. Motion: Chris Vernam made a motion to request $185,000 for scholarships for the 2019-2020 budget year. Bradley Smith seconded the motion. All in favor, motion passed unanimously. Deb will send the budget request to the Audit & Finance Committee. Ellen Ehrig suggested that a representative from this committee be present at the budget meeting. Deb Goodrich will include with the budget request to Audit & Finance, a request for permission to attend the budget meeting.

By-Laws Committee – February 28, 2018

Old Business:

- Committee composition – with the appointments of Bradley Smith to the Scholarship Committee and Terri Ross to the Public Relations Committee, all committees now meet the five-board member requirement.
- Ex Officio members -- At the last meeting, Deb Goodrich pointed out that the Ex Officio for the Scholarship Committee, in the Operations Manual, should read Associate Vice President for Enrollment Management. Upon further review, the committee discovered the Ex Officio for By-Laws should be the Vice President for Administration; however, Craig Clark is currently listed as the Ex Officio. Mary Scholla will check with Val for clarification. Following the Ex Officio discussion, a suggestion was made to add the position the Ex Officio holds to the Committee Appointment listing. Mary Scholla will make the changes as necessary and distribute to the committee.
- Quorum discussion – Committee agrees to maintain that the simple majority constitutes a quorum.

New Business:

- Review of Appointed and Elected members – David Haggstrom's "Friend of College" term expires in June. David is willing to fill another five-year term.
- Requests for Nominations of Officers – the President and Treasurer terms are up in June. Julie indicated she will not run again for President but will remain on the board. The process was discussed. The notice to board members sent in 2016 was shared with committee. It was agreed Mary Scholla will have the notice ready for distribution at the March 22, 2018, board meeting and nominations will be returned prior to the end of that meeting. Julie Hart will contact those individuals who are nominated to discuss the

position and answer any questions. Once nominations are confirmed, Julie will provide Mary Scholla with the names, and the ballot will be prepared for the Annual Meeting.

Board of Directors Meeting – March 22, 2018

New Business:

- Nominations for Officers – President and Secretary/Treasurer. A Call for Nomination memo has been distributed to all voting board members. Members were asked to fill out the sheet and return it to Mary Scholla prior to leaving the meeting. Mary will report the results to Julie Hart, and she will reach out to those nominated to confirm willingness to serve and answer any questions.

- Peter McClain reported the Ed Foundation has a Dealer's License, which is required when selling more than five cars per year and was needed in the past as several car donations were made to the college. However, with this license, one can only sell cars that have passed inspection, or else the title needs to be "junked" to sell a car "as is." Newer cars require a certain number of miles be driven before passing inspection scan tools. That requires having someone drive the car on a Dealer Plate, which the Ed Foundation does not currently have. The Automotive instructional support assistant has been using his personal dealer plate for this purpose, but it was recently discovered this practice is actually illegal and the ISA is no longer willing to accept that risk.

  Brad Smith agreed to look into the cost of a dealer plate (and the subsequent insurance that would be required) and explore other options. Since the college is no longer accepting and selling more than five cars a year, it may make sense for the Ed Foundation relinquish its Dealer's License. That will require us to find creative solutions for the few annual projects of the Auto Body program. One suggestion was to have a dealership agree to sell the Ed Foundation a wrecked automobile. After the work is completed, the dealership would drive it on their dealer's plate. The ability to buy cars at dealer auctions would be lost, with the dealership connections currently in place, a way to work around through a donation should be feasible.

Audit and Finance Committee Meeting – March 29, 2018

Operating Revenues – (as of March 28, 2018) the checkbook has a balance of $125,984.20 and the investment account balance is $1,134,666.89. Rose Cook distributed the budget summary for 2017-2018.

2018-2019 Budget Review

The main focus of the meeting was the 2018-2019 budget review. The requests received included:

- Hog Wild Day $ 1,500
- Peer Tutoring $ 5,500
- Work Grant $ 10,000
- Scholarship Recruitment $185,000
- Public Relations $ 750

- Property Committee $390,000

No request for Skills USA was received, but committee expects there will be one and will keep the line in the budget. The Scholarship Committee's request of $185,000 is an increase of $10,000 from last year. Terri Ross referred to the minutes of last year's budget meeting wherein committee passed a motion to cap the scholarship budget at $175,000 in order to increase funding for facility repairs and upgrades. Committee agreed to follow that initiative, and keep scholarship budget at $175,000 for 2019-2020 recruiting year. With the board's agreement with President Sullivan's request for the Ed Foundation to purchase the car for the giveaway at Commencement, a new line item will be included in the budget for $5,000. An increase in wages for the Operations Manager was suggested. Board discretionary will remain at $2,500. The Andover property was discussed at length. With the five-year commitment up, a decision whether to keep or sell the property will need to be addressed by the full board. Committee agreed to decrease the Repair/Maintenance line on the property to $750 for 18-19. If the board decides to keep the property, an increase will be necessary to cover upgrades to the home. Income from rent for the house will remain at $9600 for full year's lease. Due to uncertainty, unrealized gains will be kept at a low estimate. In reviewing the Property Committee's request, it was noted the $390,000 did not include the $60,000 for repairs/maintenance line item or the $9,000 for parking lot sealing. Jeff Stevens confirmed those line items should remain in the budget, so actual total request from Property Committee is $459,000 for capital projects. Depreciation for building and building improvements will increase due to the Workforce Development Building.

David Sengstock noted the checking account is currently at $125,984.20, so the end of the year will be tight. With the state lease payment not expected until October or November, David asked where additional funding should come from when needed - investment account or Line of Credit. David noted the interest rate on the line of credit is 4.5%. After some discussion, committee agreed funds should be taken from the investment margin.

Rose Cook will revise the budget figures and email the revised preliminary budget to the committee for a final review. The preliminary budget along with the listing of capital projects will be presented to the board at the April 19 board meeting. Jeff Stevens made a motion to present the preliminary budget, with the revisions as noted, to the full board. Jim Knapp seconded the motion. All in favor, motion passed.

Public Relations Committee Meeting – April 10, 2018

Calendar Review. Check mark indicates item was completed:

- ✓ September 2017 – New board member, Ruthanne Ashworth
- ✓ October 2017 and ongoing – Scholarship awards
- ✓ October/November 2017 – House #55
- ✓ November 2017 - New board member, Bradley Smith, and YMCA/Community Partnership
- ✓ January 2017 – Outdoor kitchen for Culinary
- ✓ February 2018 – Peer Tutoring
- o March 2018 – Work Grant
- April 2018 – Workforce Development Ribbon Cutting – date is this Friday, April 13 at 1:30.

- April 2018 – Groundbreaking for House #56 – Mark Payne will get a photo and send to Jeff Cole.
- May 2018 – Chamber of Commerce Window – Sandy Sawyer informed committee that the person in charge of the calendar at the Chamber of Commerce retired.
- May 2018 – Commencement Car – Jeff Cole will follow up to get a picture of the car with some students.

Possible Future Press Releases:
Meservey Hill South
China Decathlon Home Replica
Meservey Hill Heights Sign
Campus Beautification
Great Race, Buffalo Event

New Business:

- Website update –
  - Jeff Cole updated the website by adding the special features for House #55. After the ground-breaking for House #56 photo and press release, Jeff Cole will add a rendering of House #56 to the website and will note that House #54 was completed and sold in May 2017. Russ Nunley noted a new video will be done for House #55 next spring to replace the one currently on the website for House #54.
  - Photo Gallery – Jeff Cole has the photos moved to the server but is still missing a few house photos. Once he has all the photos, he will get them in numerical order and put them back in Flicker. Russ Nunley noted that it is legal to take photos of the homes from the road without permission. Mark Payne agreed to take photos of the missing homes, in early May, and send them to Jeff.
- Chamber of Commerce window – Mary Scholla will call to confirm the Ed Foundation is on the schedule for May. The rendering of House #55, the roll up, a chef's hat, and the refinery menu, along with a hard hat will be used for the window.

- Steuben Trust Company Display Area – Mary Scholla will check with Jim Knapp to get the name of the contact person at Steuben Trust for the display area and determine how far out the area is scheduled. It was suggested a history of the homes built would make a nice display.
- Meservey Hill Heights Sign – Mark Payne noted there is not just one communication line in the area identified for the sign, but there are three, which would make it very difficult to get a base installed for a sign. It was also noted that the owner of the property was not interested in maintaining the sign. Committee agreed to take this off the list of possible future press releases.
- Sign for House #56 – In Jack Jones' absence, Mark Payne reported the sign has been ordered, but has not yet been received. This committee will pay for half of the sign.

Old Business:

- Cornerstone for House #55 – Mark Payne noted the cornerstone will be installed when they do the stonework, which should be completed this spring.
- Deb Goodrich announced that she is retiring in mid-June. She expressed her gratitude to the members and thanked them for all the work they have accomplished. The committee will have to name a new chair. Deb stated the goals are well outlined, a policy has been established to maintain the history, and things are in good shape.

Property Committee – April 12, 2018

Meservey Hill Updates

House #55 **–** In Jack Jones' absence, Tim Rohrer reported the dry wall is about 75 percent complete; the outside brick on the home is complete and the scaffolding will be coming down. Plan to start digging the septic system and get the underground gas and electric lines in. The well will be dug next fall. The cabinets are built and most of the big-ticket items are in place. Craig Clark reported the prospective buyer changed his mind about the house due to the year-long wait. However, there has been other interest in the house, and it was shown over spring break.

House #56 – Tim Rohrer distributed the proposed budget and noted House #56 is a bit bigger than House #55. The proposed budget for materials is $181,730 and site work is estimated at $45,000. There are still decisions to make about the house, but no changes will be made to the actual layout. Waiting for the weather to cooperate so work on the foundation can begin. When asked by Pat Barry if we are realistic in building homes upwards of $227,000, Tim noted the buyers know the homes are well-built, and they are selling. He noted this home has the open floor concept similar to house #55, it has a nice kitchen area, a wrap-around porch on three sides, and an outside fireplace and brick oven. Improved drawer slides, self-closing hinges, and brand-named windows will be installed. The house also has a walk-out basement. The wood for the cabinets has not yet been decided upon, but possibly hickory. A better idea of the actual costs of materials for the house will be available in the next couple of weeks. It was noted, it was a good idea to skip the lot next to House #54 and use the extra fill from Houses #55 and #56 for fill for that lot. Tim stated the driveway for House #56 be off Foundation Drive and the address will be 3389 Foundation Drive. The sign for House #56 was ordered and will be placed at the site when received.

Wellsville Campus Projects

- Workforce Development Building – The ribbon cutting for the building is tomorrow, April 13 at 1:30 p.m. The temporary Certificate of Occupancy, with full occupancy for the first floor, is posted on the wall. There is still work to be done on the second floor; most is expected to be completed over the summer. The quote for flooring for the entire building, with the exception of the conference room, which has a tile floor, was $80,000. It would be ideal to have flooring down before moving in. The goal is to have full occupancy for fall. Funding for the office furniture and the technology for the building was received. Shades for the windows are needed.
- Culinary Arts Building – Architecture students have done some renditions of the building. Their work is now in President Sullivan's office.
- Building Trades/HVAC Renovation – Still working on getting grant funding. Electrical students will begin the wiring for the cabinet lab and will continue with the wiring for the machines. The grant is for $600,000 for equipment.
- Campus Maintenance Projects – Projects were reviewed. Jeff noted he is getting another quote for tearing down the health center, and they are waiting on quotes for the summer paving, which will close out this year's budget. Jeff noted some funds from student parking fees will also be used for the paving of lots. The parking lot between Building Trades and Autobody and the main lot near the Freshmen Electrical Trades building will be the main focus. The millings will be used in the parking lot at SAMC and behind Freshman Auto. Glenn Brubaker noted he is working on a lighting upgrade project, through a rebate program with National Grid.

New Business

- County Emergency Services Tower – Val Nixon reported they are now in the process of getting a title search on the property. Once that is complete, a formal agreement with the Foundation will have to be discussed and finalized. Val did note that moving the tower to land owned by the state is not an option.

Old Business

- Meservey Hill South – Dean Arnold, land surveyor, is going to walk the property to give his opinion of options for developing the property. Jeff Stevens noted that Pat Barry expressed interest in also walking the property and invited others to join them. George Goetschius and Brad Smith expressed interest, so Jeff will set up a day and time. Jeff did show the property on the big screen and shared his thoughts with the group.
- Andover Property – 48 Chestnut Street – A faculty member is currently leasing the house, and the lease is working out well. He has applied for the full-time teaching position, but the search is not yet completed. A short discussion of the fact the five-year period for the Foundation to keep the property is up followed. It was noted the house will need painting by next year.
- Master Plan – Nothing to report.
- Status of 2017-2018 budget – Jeff Stevens reviewed the current budget. Up to $50,000 will be spent on paving over the summer. Budget is in good shape.

Audit & Finance Committee Meeting – April 19, 2018

The 2018-2019 budget was distributed and reviewed. Terri Ross made a motion to enter Executive Session at 4:20 p.m. Jeff Stevens seconded. Julie Hart made a motion to exit Executive Session at 4:25.

Jeff Stevens made a motion to amend budget line #38 from $5,000 to $5,500 Payroll Transfer – Walker Business to cover an increase in wages from $13 to $15 per hour for the Operations Manager, Mary Scholla. Julie Hart will sign a new contract with Walker Business to reflect the increase. Jim Knapp seconded the motion. All in favor motion passed.

Terri Ross noted although no formal request was received for NYS Skills, $7,500 was left in the budget. Terri Ross noted the committee voted to cap scholarship spending last year at $175,000 in order to invest more in campus improvements. The Scholarship Committee requested $185,000 for the 2019-2020 recruiting year, but committee agreed to uphold last year's vote and cap scholarship at $175,000 for 2019-2020. In the future, the committee would like to have the budget for each house in progress included on the budget sheet. Terri will make the request to Rose Cook. The Property Committee requested $390,000 for capital projects and requested the $60,000 for repairs and maintenance and the $9,000 for Special Projects remain as line items, for a total of $459,000. The budget runs a $59,359.90 deficit, which will be taken out of investments.

Jim Knapp made a motion to present the amended preliminary budget of $717,080.10 to the full board following this meeting. Julie Hart seconded. Motion passed unanimously.

Board of Directors Meeting – May 17, 2018

Old Business:

- . County Emergency Tower – the title search by Allegany Abstract is still in process. Once completed, the next steps will be determined.
- Dealer plate update – Jeff Stevens has been in contact with Richard Ewell of Richardson & Stout Insurance Company to get a quote for insurance for the dealer plate and received a quote of $600 annually. The dealer plate will be used only to drive a vehicle the required number of miles to reset the computer and then to Rochester, NY for New York State inspection. A lengthy discussion followed. Faculty are still trying to determine exactly how to best set up and run the car program, whether to run it similar to how the building and selling of homes currently runs or whether to use car dealerships or other options. It was agreed the automotive program will provide a detailed proposal at the September board meeting with specifics on running the car program. There was uncertainty whether or not proof of insurance would be required in order to get the dealer plate, but board agreed to fund the cost. Motion: Mark Payne made a motion to pay $600 for the insurance out of this year's budget if proof of insurance is required in order to pick up the dealer plate. Terri Ross seconded the motion. Motion passed unanimously.
- Andover property – Jeff Stevens reported the faculty member currently living in the house has been hired in a full-time faculty line, and he would like to stay in the home. Jeff also noted if the Ed Foundation decides to sell the property, the faculty member expressed interest in making an offer on the house.

New Business:

Review and approval of the 2018-2019 Budget – Terri Ross noted there was a slight change to the budget previously submitted due to the increase in the square footage of the campus, increasing the rent to $647,994.95. Motion: Terri Ross made a motion to approve the budget presented for 2018-2019. Geralyn Gough seconded the motion. All in favor, motion passed unanimously.

David Sengstock reported he contacted Steuben Trust regarding a line of credit for the Ed Foundation in case there was a delay in receiving the lease payment, or if a decision was made not to use cash from the investment account. After some negotiation with the bank, the Ed Foundation was approved for an $800,000 line of credit at 5.25% with no stipulations. Motion: Terri Ross made a motion to accept the line of credit for $800,000 with no stipulations. Geralyn Gough seconded the motion. Motion passed unanimously.

Other:

Jeff Stevens inquired about the process of adding a non-board member to the Property Committee. Jeff Stevens explained that Brad Smith was not elected to the board vacancy position through Faculty Senate. Brad, however, would like to continue as a committee member on the Property Committee. After some discussion, it was agreed the By-laws committee will discuss and come up with a recommendation about committee appointments and bring to the board in the fall.

Scholarship Committee – June 4, 2018

With the retirement of Deb Goodrich, Kathy Markel announced that she would take over as chair of the committee. She also mentioned that Julie Rose has been selected to fill Jane Gilliland's position as Senior Director of Student Records and Financial Services.

Scholarship Report Review

2017-2018 Final Scholarship Report: Kathy Markel distributed the final 2017-2018 Educational Foundation scholarship report. Kathy noted that 496 scholarships were awarded to new and returning students during the academic year. Of the 441 spring admission scholarship recipients, 23 received a 4.0, 325 received a 3.0-3.99, 53 received a 2.5-2.99, 29 received a 2.0-2.49, 8 received a 1.0-1.99 and 3 received less than a 1.0 GPA. Admissions offered $330,000 to academically talented students and expended $124,500, resulting in a yield rate of 38 percent. The scholarship listings were reviewed. Kathy noted the GPA requirement varies for the different scholarships: Excellence in Education requires students to maintain a 3.25 gpa; the Presidential, All-American and the International scholarships require a 3.0; the Transfer and PTK scholarships require a 3.25; the Academic Distinction and Vocational Excellence scholarships require a 2.5 gpa. The college awarded $3,675,840.54 in scholarships in 2017-2018. The total Ed Foundation allocation of $170,000 was divided as follows: Distinguished Scholarship Program - $40,000 and Admissions - $130,000. Of the $124,500 expended, $91,500 was for Academic Distinction; $13,000 for Phi Theta Kappa; $10,000 for Transfer scholarships and $10,000 for the Vocational Excellence scholarships. The balance of $5,500 was given to the college to support the Excellence in Education scholarship expenses.

2018-2019 Scholarship Report**:** Kathy Markel noted college applications are up significantly this year and paid deposits, after the May 1 deadline, are up 15 percent as of this week. As a result, the number of scholarships awarded is also up. The 2018-2019 preliminary scholarship listing was reviewed. Kathy noted the total allocation is $175,000 with $40,000 for Distinguished Scholarship Program and $135,000 for Admissions scholarships. Currently, $850,364.88 has been offered for the Excellence in Education scholarship (of which the Ed Foundation covers $40,000) ; $140,500 for Academic Distinction; $16,000 for Phi Theta Kappa; $11,500 for the Transfer Scholarship and $7,500 for Vocational Excellence scholarship, for a total of $215,500 in Ed Foundation Scholarships. Kathy stated that $420,000 in scholarships have been offered, and $175,500 is expected, resulting in a 42% yield, which is up slightly from the 38% for 2017-2018. The Unrestricted Fund that is designated for retention was $3,250. Of that amount, $2,500 has been awarded by the Financial Aid office. The college has awarded a total of $4,157,690.59 in scholarships. Kathy reminded the committee this report is preliminary and final numbers will be determined in September.

Old Business

- Budget for 2018-2019 – our budget allocation is $175,000. Kathy stated that the board capped the scholarship allocation at $175,000 for the time being.

- Excelsior Scholarship Report – Kathy Markel stated the window for students to apply for the Excelsior Scholarship is now open. The Excelsior Scholarship is a last dollar tuition scholarship, which means any TAP or PELL grants would be used first towards tuition and the Excelsior Scholarship would cover the remaining balance of tuition cost. Because of this, the committee voted to change the scholarship criteria to specify Ed Foundation scholarships are intended for non-tuition expenses. The income level for eligibility has increased from $100,000 to $110,000. Next year it will increase to $125,000.
- Retention fund availability **–** The Unrestricted Account had $3,250 designated for retention for 2018-2019. Of that, there is $750 remaining as $2,500 has already been awarded.

New Business

- Annual Report **–** Kathy Markel distributed the Annual Report that Deb Goodrich had prepared before her retirement. Committee reviewed the report.
- Scholarship Yield Reports – Kathy Markel shared copies of the Scholarship Yield Reports, which confirm the significant increase in the number of scholarships offered this year compared to the last three years and the increase in paid students for fall 2018. The majority of scholarships show an increase in the yield percentage, because of the increase in the number offered. For the Educational Foundation Scholarships offered to freshmen, there is a significant increase in awards offered (315 offered this year compared to 224 last year), and the yield percent is at 25.7% compared to 23.7% last year. As mentioned previously, enrollment for the fall is looking promising. Kathy noted the college's enrollment target for fall 2018 is 1,375 new and transfer students.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2017-2018

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Patrick Barry, Friend of College, (2013)
Dr. Craig Clark, Vice President, Economic Development, Ex-Officio (1996)
George Goetschius, Alumni, Vice President, Board of Directors – (1997)
Deborah Goodrich (Ex-Officio) Associate Vice President for Enrollment Management (1999)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Friend of College – (2009/2017)
Julie Hart, Friend of College, President, Board of Directors (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty (Administrative) (2015)
Ana McClanahan, Dean, School of Applied Technology Ex-Officio (2016)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Mark Payne, Wellsville College Faculty (2016)
Terri Ross, Alumni, Secretary/Treasurer, Board of Directors (2012)
Sandra Sawyer, Friend of College, (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Bradley Smith, Wellsville College Faculty (2017)
Jeffery Stevens, Interim Dean, School of Applied Technology (2004/2017)

Non-Board Committee Members:
Glenn Brubaker, Property Committee, Facilities Director
Rose Cook, Audit and Finance and Property Committees, ACES
Jeff Cole, Public Relations Committee, Marketing Communications
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Deborah Goodrich, Chair, Public Relations and Scholarship Committees, Associate Vice President for Enrollment Management (1999)
Jane Jamison, Scholarship Committee Guest member

R. Jack Jones, Property Committee, Building Trades Department
Kathy Markel, Scholarship Committee, Admissions Office
George “Joe” Richardson, Property and Public Relations Committees, Building Trades Department

- Joe Richardson stepped down in December 2016, and was replaced by Jack Jones

Russ Nunley, Public Relations Committee, Director of Marketing Communications
Chris Vernam, Scholarship Committee, Assistant Director of Financial Aid

BOARD UPDATES

Board of Directors met May 18, 2017, September 21, 2017, October 26, 2017, January 18, 2018, March 22, 2018, and April 19, 2018 and May 19, 2018.

Ruthanne Ashworth joined the Ed Foundation Board of Directors as Faculty (Alfred), filling David Haggstrom’s vacated position due to his retirement.

Jane Gilliland resigned from the college, vacating her position on the Scholarship Committee; Chris Vernam, Assistant Director, Financial Aid, is filling the vacant position.

Julie Hart appointed Bradley Smith to fill the vacated Wellsville Faculty position left by Jeff Stevens when he became Interim Dean.

Deb Goodrich will retire from the college effective June 2018.

AUDIT AND FINANCE COMMITTEE – Terri Ross, Chair

Audit and Finance Committee met September 21, 2017, October 26, 2017, January 18, 2018, and March 29, 2018.

Budget 2017-2018:

Investment Account Balance (Sage Rutty):	$1150,035.86 (April 30, 2018)
Checking Account Balance:	$ 72,700.00 (April 30, 2018)
Line of Credit:	$ 0

The operating budget was $717,080.10 for 2017-18. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $175,000 for 2018-19.

Goals for 2017-2018 remained the same as 2016-2017.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Committee voted to pursue a transfer of the Emergency Loan Account to another entity; however, transfer of the account has not been finalized.

Committee proposed to the Board to allocate funding, up to $5,000, to purchase and/or repair the car given away at Commencement at the request of President Sullivan. Committee also

voted to allow use of the credit card to purchase materials under $2,000 to reduce workload for staff and expedite the ordering process.

Members of the committee created a simplified summary reporting form that shows balances of all accounts and cash flow.

Budget 2018-19

The committee recommends the budget of $717,080.10 for 2018-2019. Committee recommended and approved $175,000 for 2019-20 Scholarship funding.

BY-LAWS COMMITTEE – David Haggstrom, Chair

By-Laws Committee met on September 28, 2017, November 13, 2017 (telephone conference), and February 28, 2018.

Committee goals for 2016-2017 remained in place for 2017-18.
Committee composition was reviewed. Appointments were made to both Scholarship and Public Relations committees to bring them into compliance with the minimum of five voting Board members.

The Operations Manual was updated, adding a Child Protection Policy and including the Investment Policy as an Appendix.

Nominations were solicited for the offices of President and Secretary/Treasurer (two-year terms). Incumbent president Julie Hart declined to run for another term. Elections will take place at the Annual Meeting on May 17, 2018.

Faculty Senate solicited nominations for the Faculty (At Large) position vacated by Jeff Stevens when he became interim dean. Kathy Markel was elected to fill the position for a five-year term.

David Haggstrom's (Friend of College) term expires on June 30. Committee nominated David for another five-year term. David accepted and board approved him for another five-year term.

PROPERTY COMMITTEE – George Goetschius, Chair

Property Committee met August 31, 2017, October 12, 2017, December 7, 2017, February 22, 2018, and April 12, 2018.

The Wellsville Campus Budget request for 2017-2018 was: $430,000
The Wellsville Campus Budget request for 2018-2019 is: $459,000
The majority of each budget is a combination of capital and non-capital projects. The remainder is $60,000 for Repairs and Maintenance.

Wellsville Campus Projects: Work continued on the Workforce Development building, and a temporary Certificate of Occupancy was received for the first floor. A few items on the second floor require completion before a full Certificate of Occupancy will be issued. The ribbon cutting for the building was held April 13, 2018. A new air-handling unit with air conditioning and an insulated ceiling were installed in the Pioneer Student Union (formerly known as the SAC building). Campus is working toward replacing all lights with LED. In an effort to keep with

paving and roof replacement, these will become line items in the campus annual budget. The masonry students built an exterior kitchen, along with a smoke house, on the campus. Campus administration continues to work with the Institutional Advancement office seeking a donor/s for the Culinary Arts addition.

Meservey Hill Subdivision: House #55 is well underway, and on schedule for completion in May 2019. The home has been shown to prospective buyers. A floor plan was approved for House #56, with a proposed budget of $227,000. Students began site work this spring. After completion of House #56, there are three lots remaining in the subdivision.

Meservey Hill South: Land surveyor, Jim Ball, has given his recommendations for the development of this property. The committee is working with the Town of Wellsville Highway Superintendent Dean Arnold to determine options for an access road to the property. A decision for developing this property will be a main focus during 2018-2019.

Properties Owned by Foundation: The property at 48 Chestnut Street, Andover, NY, is currently being leased on a month-to-month basis. Rent remains set at $800/month plus utilities. The five-year period to hold on to the property has expired. Discussions whether to hold onto or sell the property will continue into next year. Properties donated by Doug Barber remain listed with a realtor; however, there has been no activity. The property and finance committees have started the process of updating the documentation of all properties that the Educational Foundation owns.

College Master Plan/Wellsville Campus Mossien Plan: Review of the plan is ongoing by committee and Wellsville faculty members.

PUBLIC RELATIONS COMMITTEE – Deborah Goodrich, Chair

Public Relations committee met September 7, 2017 December 5, 2017, February 20, 2018, and April 10, 2018.

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
    - New Board Members Ruthanne Ashworth and Bradley Smith
    - House #55 Work Progressing
    - YMCA/Community Partnership
    - Outdoor Kitchen for Culinary
    - Peer Tutoring Support
    - Work Grant Support
- Scheduled press releases for the remainder of the 2017-2018 academic calendar:
    - Workforce Development Ribbon Cutting
    - Groundbreaking for House #56
    - Commencement Car
- Ed Foundation press releases were added to the college web site.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- The College bio sheet was revised specifically for Ed Foundation Board members.
- Completed a thorough review of the photo gallery of Ed Foundation houses. During the summer, photos will be taken of the houses which are missing photos in order to get attractive pictures to add to the photo gallery. The photo gallery will then be rearranged in chronological order and exhibit a complete history of the homes built by Alfred State College students.

- Updated the remainder of the Ed Foundation web site as needed.
- During the month of May, the College and Ed Foundation are scheduled to be featured in the Wellsville Chamber of Commerce window display.
- Plans are in place to have the cornerstone installed on House #55.
- Funded one-half of the expense to produce a sign for placement in front of the current house under construction (#56), which will be hung in the Workforce Development Building upon completion of the house.
- Completed an assessment of the potential to place a sign at the entrance to Meservey Hill Heights. It was determined this is not feasible and was removed from the list of possible future projects.

SCHOLARSHIP COMMITTEE – Deborah Goodrich, Chair

Scholarship Committee met June 29, 2017, October 10, 2017 and February 21, 2018.

- The Ed Foundation scholarship allocation for 2017-2018 was $170,000, which represents a $10,000 increase from the 2016-2017 allocation. The breakdown for scholarship allocations was as follows:
  - $ 40,000 Distinguished Scholars
  - 130,000 Admissions
  - $ 170,000 TOTAL ALLOCATED
- No funds were awarded for retention grants.
- The final distribution of 2017-2018 scholarships was as follows:
  - $ 40,000 Distinguished Scholars
  - 124,500 Admissions
  - $164,500 TOTAL EXPENDED
- Ed Foundation scholarships were under awarded by $5,500, which was used toward the College's Excellence in Education scholarship expenses.
- The yield of scholarship funds expended from those offered was 38 percent, which was a slight decrease from the previous year's rate of 40 percent. This is the lowest yield rate for scholarships the College has experienced. Much of this decrease can be attributed to the fact that students are applying for an average of 10 colleges coupled with the significant competition, particularly from private institutions, for fewer high school graduates.
- Scholarships were awarded to 496 new and returning students during the academic year, compared to 533 in the previous year.
- Of the 472 fall recipients, 79 percent received over a 3.0 grade point average. Eighty-three (17.6 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight increase compared to last year (16.5 percent ineligible in 2016-2017).
- Due to the creation of the New York State Excelsior Scholarship, which is a last dollar tuition scholarship, the Ed Foundation Scholarship Committee changed the Ed Foundation scholarship criteria to specify each the scholarship is intended for non-tuition expenses.

2018-2019 Educational Foundation of Alfred, Inc.

Property Committee – August 30, 2018

Meservey Hill Updates

House #55 **–** Jack Jones distributed the budget on the house noting the checked items have been completed. Jack noted not much progress was made since the last meeting; however, the house is on schedule and slightly under budget. Items to work on this semester include the well, septic system and the interior finishing. Jeff Stevens showed the committee pictures of progress on the home.

House #56 – Jack Jones distributed the proposed budget that includes estimates of quality materials from local vendors. Jack noted the estimates received bring the cost over budget by approximately $9,000. When the time comes to purchase the materials, they will go out for bid, which should lower the cost some. The Committee discussed options to cut costs and agreed that leaving the Bonus Room unfinished was an appropriate resolution.

Wellsville Campus Projects

- Workforce Development Building – Pictures were shown of the progress in the building. Work continues to get the partial Certificate of Occupancy for the 2nd floor. Conversations continue with Moran Glass for fire doors for the 1st and 2nd floor corridor to the Building Trades building. Several of the punch list items were finished up over the summer. The next big-ticket item is the dust collection system. Electrical students will be doing much of the electrical work in the cabinetry lab. The final C of O is anticipated by end of this semester or early next semester. Flooring was installed in the plumbing and HVAC classrooms, and students installed carpet in the offices. Office furniture has been purchased.
- Culinary Arts Building – No update.
- Building Trades/HVAC Renovation – No news yet about the grant; should hear this fall.
- Summer Campus Maintenance Projects – Jeff Stevens showed pictures of the completed summer projects. Of note were the removal of the health center; new sidewalks; new doors; parking lots; sealing and striping of lots; use of the millings for the auto project car lot and change of direction of parking, which increased number of spaces; and painting of the senior auto body lab by the faculty. Jeff noted the plan to continue painting additional labs across the campus, and faculty seem to be on board.

Old Business

- Status of 2017-2018 budget – Auditors are still auditing the books. Should have a final report at next meeting.
- Status of 2018-2019 budget – The budget sheet was distributed and reviewed. Work is just getting started on this year's projects. Jeff Stevens noted since the paving and boilers are in good shape now, he would like to begin replacing the building roofs. The plan is to have General Roofing come in to evaluate the buildings to determine a priority order for the building roofs.
- Meservey Hill South – Dean Arnold walked the property. He will walk it again with Jeff Stevens and Jack Jones this coming week to share his thoughts on the options for developing the property. Jack Jones asked committee members to consider what style of homes might be appropriate for that space. Jack showed some examples, noting the homes will need to be smaller than those currently built. Discussion followed about building modulars in the Workforce Development Center. Jack stated he is not against that idea, but the experience of building a home from the foundation up, outside in all types of weather is the best experience a student could have.
- Emergency Service Tower: George Goetschius will be talking to Carissa Knapp in order to obtain an easement on the property.

- Andover Property – 48 Chestnut Street – A faculty member is currently leasing the house and may be interested if the house goes up for sale. Discussion followed with note that the Conrad Church family has the right of first refusal when property goes up for sale, according to the agreement made. Committee agreed to get an appraisal on the property. Jeff Stevens will contact an appraiser.
- Master Plan – Nothing to report.

New Business

- 2018-2019 Goals – Committee reviewed and revised the current goals.
- Committee Chair – With George Goetschius now president of the Board, he can no longer chair the property committee. Anyone interested in chairing the committee can contact George.

Other

- Betty Brown property – There is a portion of this property still owned by the Ed Foundation and currently used by the state for the athletic teams. The concern of liability was raised and during discussion it was noted the Ed Foundation board had previously voted to deed that portion of the property to the State, alleviating the Foundation of any liability. Mary Scholla will see if she can locate the minutes where this vote was taken.

Public Relations – September 6, 2018

Calendar Review

All press releases for last calendar year were completed as scheduled.

Old Business

- Website update – Photo gallery – Jeff Cole is waiting on photos of some of the homes. Once received, and the houses properly numbered, Jeff will organize the Flickr site.
- House #54 – The video of House #54 remains on the Ed Foundation website. The features of House #55, along with a rendering, are also currently on the website. Jack Jones will provide Jeff Cole with the rendering and features of House #56, and Jeff will post the latest house on the website.
- Chamber of Commerce window – was set up for the month of May.
- Steuben Trust Company display – Mary Scholla contacted Marcy Bledsoe at Steuben Trust regarding their display area. The Allegany Artisans display their work on a monthly basis. Marcy indicated they have occasionally accommodated organizations who have a poster to display for specific events. Following discussion, the committee agreed to continue with the Chamber of Commerce window.
- Sign for House #56 – Jack Jones reported the sign is here and should be on display at the house in the next week.
- Cornerstone for House #55 – Jack Jones reported a spot for the cornerstone is in place on House #55. The cornerstone will be set once all the brickwork is complete. Item can remain under “old business”.

New Business

- Committee Chair – Ruthanne Ashworth had expressed interest in being the chair. The consensus of the committee was to have Ruthanne chair the committee.

- 2018-2019 Calendar – the following press release calendar was created for the 2018-2019 academic year:
    - September 2018 – New board members Kathy Markel
    - October 2018 and ongoing – Scholarship awards
    - November 2018 – Update on House #56
    - November 2018 – Historicorps trip to CA for Building Trades Students
    - February 2019 – Peer Tutoring
    - March 2019 – Work Grant
    - April 2019 – Groundbreaking for House #57
    - May 2019 – Completion of House #55
    - May 2019 – Commencement Car
    - May 2019 – Chamber of Commerce Window

  Possible Future Press Releases:

    - Workforce Development Building – once the final Certificate of Occupancy is received, a press release announcing completion of the building may be appropriate
    - Meservey Hill South – nothing new at this time; will keep on the list
    - China Decathlon Home Replica – no news at this time, but will remain on list

- 2018-2019 Goals – the committee reviewed the 2017-2018 goals and agreed to keep same goals for 2018-2019.

Other

- Jack Jones reported that a Building Trades instructor and four seniors in the program would be going to a remote state park in California on October 1 to help with a restoration project through Historicorps.

Audit and Finance Committee – September 20, 2018

Guest Presentation - Katrina Smith, representative from Sage Rutty, attended the meeting. Katrina Smith distributed the Portfolio Analysis showing our current investment of $968,700.32 in American Funds and $8,268.16 in cash for a total of $976,968.48 as of September 18, 2018. Katrina Smith discussed the current market conditions, noting interest rates have been going up over the past year and a half, and it is anticipated the Federal Reserve will announce at least one more rate hike before the end of the year. She also noted the current home sales have increased tremendously but anticipates rising interest rates will slow sales down. Katrina noted we used the $200,000 from cash last year and asked the committee if additional cash will be needed for this year. Committee agreed to maintain the $1 million balance in investments for now. Katrina noted that we have had an average of 9.2% rate of return on our investments over the last 14 years. Committee thanked Katrina for the information.

Status of Budget Reports

Operating Revenues – Terri Ross noted the lease payment was received in August for $647,994.95, and the checkbook balance is $673,438.65. Cash of $200,000 was used from the investment account over the summer for summer projects, but the Line of Credit was not used. The investment account is at $976,968.48. There were no unusual account expenditures.

Old Business

- Workforce Development Building - Jeff Stevens reported they are in the final stages of obtaining the final certificate of occupancy for the building. Completion of the second-floor ceiling and dry wall are in process. Work is also in process on the heating system. Office furniture was purchased, as was the carpet for the first floor. Students will be installing the carpet.
- Campus Project – several summer projects were completed, including the removal of the old Health Center. Painting was completed in the senior auto body shop, and new doors were installed in some buildings.
- Property updates – House #55 is on schedule and slightly under budget. The budget for House #56 was reviewed by Property Committee and although the estimates came in higher than anticipated, some adjustments will be made to lower the cost. 48 Chestnut Street – A faculty member is currently leasing the home. Property committee agreed to have an appraisal done on the home. Consideration is being given to selling the property, but the donors will have right of first refusal.
- Summary budget sheets – audit is still in process. Summary budget sheets will be available at the October meeting.
- Student Emergency Loan - Agency Account – Rose Cook has been in contact with Casey Gross from Student Senate to move the account to Student Senate. The transfer has not yet been finalized. Rose and David Sengstock will continue to work on moving the account to Student Senate.
- DMV Dealer Plate – Jeff Stevens has worked with Rich Ewell, and all is set with the insurance, and now just waiting for the sticker.

New Business

- Goals for 2018-2019 – the 2017-2018 goals were reviewed and committee agreed they should remain as written for 2018-2019.
- Funding request for Historicorps trip – committee received a request from Jack Jones, Building Trades department chair, for $1,000 to assist four students to travel to California to assist Historicorps' renovation of buildings at a state park. Discussion followed. Motion: Peter McClain made a motion to approve the allocation of $1,000 for the students' trip to CA. Craig Clark seconded the motion. All in favor, motion passed unanimously.
- Funding request for Southern Tier NY Angel Fund - The Educational Foundation has been asked to consider becoming an angel investor for the Southern Tier Angel Fund. Craig Clark explained the "fund" has been created to provide investment capital to start-up businesses that demonstrate potential for growth and return on capital to its investor members. The "fund" focuses on Chautauqua, Cattaraugus and Allegany Counties and the goal is to raise $1 million from individuals and companies in the area. The request is for an initial investment of $25,000 from the Education Foundation. Discussion followed. Concerns voiced included whether or not the Education Foundation could be considered an "accredited investor". Does this request fit the mission of the Foundation? Does this request fit the Foundation's Investment Policy? Motion: George Goetschius made a motion to table discussion in order to get more information and answers to some questions. Rose Cook seconded the motion. All in favor, motion carried.

Board of Directors Meeting – September 20, 2018

- Dealer plate update – Jeff Stevens worked with Richard Ewell of Richardson & Stout Insurance Company and the insurance is in place. Jeff is currently waiting for the sticker.

- County Emergency Tower – Val Nixon reported that she heard from a representative from the County and a meeting will be scheduled in the near future.

New Business

- Grant Discussion – Kristin Poppo, Provost, was unable to attend this meeting and asked Jeff Stevens to lead the grant discussion. Alfred State has been actively pursuing grant opportunities for several small grants with a fair amount of success over the past couple of years. The grants are mainly for equipment and facility improvement. The thought is the Wellsville campus could benefit if the Educational Foundation were named the recipient on the grant. Val Nixon noted state employees would handle the application process and the gathering of necessary documentation. George Goetschius, as president, would be aware of any and all grants, as he would be signing off on them. A lengthy discussion followed with some questions raised about how to work out matching funds, how much involvement would be required of the board, and how the approval process would work. Due to the tight turn around on some grants, a policy or process will need to be created for approval through either the Audit & Finance or the Property committee. The consensus of the board is in favor of taking initiative and the board is interested in pursuing the grants.

Other

Terri Ross reported the Audit and Finance Committee received a request for funding for $1,000 from Jack Jones, department chair of the Building Trades department. The funds will be used to assist four students traveling to California to assist Historicorps in renovating buildings at a state park. Motion: Peter McClain made a motion in favor of the recommendation of the Audit and Finance Committee to approve the $1,000 funding request for the students' trip to California. Ruthanne Ashworth seconded the motion. All in favor. Motion carried.

By-Laws Committee – October 2, 2018

At the full board meeting in May, the By-laws Committee was asked to review the by-laws to determine whether they included a limit on number of "committee only" members. Committee reviewed the by-laws but found no reference to a limit on the number of "committee only" members. Committee discussed the specific request and agreed to allow Bradley Smith to sit on the Property Committee. It was agreed an electronic vote would be sent out to entire committee. Motion: Mark Payne made a motion to approve Bradley Smith as a committee member on the Property Committee. Geralyn Gough seconded the motion. Mary Scholla will send vote out to committee.

Those present also reviewed committee make-up. It was noted the number of Ex-officios on a couple of the committees (Audit & Finance and Property) totals almost half of the committee. A lengthy discussion followed. It was agreed this discussion should be brought to the full board for their input in an effort to follow best practices and to avoid improprieties.

Committee also reviewed the listing of Ex-Officio members in Article IX Section 2. Suggestion was made that the list be updated to include current college titles. It was also suggested the Executive Director of ACES be added to the Audit & Finance Committee, and the Dean of the School of Applied Technology be added to the Property Committee. Further discussion will take place at the next meeting.

Scholarship Committee – October 9, 2018

Scholarship Report Review

2018-2019 Scholarship Report: Kathy Markel distributed the summary of the scholarship report. The Ed Foundation allocated $175,000 for scholarships, broken down as follows: $40,000 for the Distinguished Scholars program and $135,000 for admissions scholarships. At this time, $197,000 in Ed Foundation funds have been awarded. In addition to the $40,000 in support of the Distinguished Scholarship Program, $157,000 in admissions scholarship have been awarded to 160 students. The $157,000 is broken down as follows: $125,000 for the Academic Distinction scholarships; $14,000 for Phi Theta Kappa scholarships; $11,000 for Transfer Scholarship and $7,000 for Vocational Excellence. Kathy Markel noted that $423,000 has been offered and $157,000 is expected, for a yield of 37 percent, which is down slightly from last year. The total Ed Foundation allocation is $175,000, and the total expenditure is $197,000, which is $22,000 over the allocation. It does not look like there will be extra funds for retention; however, there was $3,250 from the Institutional Advancement Unrestricted Account, of which $2,500 has been expended. Kathy noted there is a balance of $750 to be used for retention in the spring semester. College sponsored scholarships were also reviewed. The total scholarship funds awarded is $3,886,557.79, which is down from last year's $4,011,990.63 at this time.

Kathy Markel distributed the scholarship yield information for freshman students for the committee's review. Kathy noted the number of scholarships offered increased substantially this year, as applications were at an all-time high. Yield rates remain mixed, with a decrease in the Excellence in Education yield, but an increase in the yield for the Presidential, All-American and Academic Distinction scholarships. The yield on the Transfer scholarship showed a significant decrease, but the yield on the Phi Theta Kappa scholarship increased, and the Vocational Excellence scholarship remains at 100%.

Old Business

- Budget for 2019-2020 – $175,000 has been allocated for scholarship recruitment for 2019-2020.

New Business

- 2018-2019 Goals – Current goals were reviewed and it was agreed the goals should remain the same as the 2017-2018 goals.

Property Committee – October 11, 2018

Meservey Hill Updates

House #55 **–** Jack Jones distributed the budget on the house and reported the students are working on the interior finishing's in the house – installing the doors, base board trim, and priming the walls. Installation of the kitchen cabinets and tile work are next, along with the septic system. The house is on schedule to be completed in May.

House #56 – The budget was distributed. Jack Jones noted the foundation of the main house is complete as well as the floor deck. The walls were built in the Workforce Development Center and transported to the site to be installed. The foundation for the porch and garage will be started soon. Building is on schedule.

Jack Jones noted the budget codes currently being used by the department are outdated. He distributed a current budget code list used by the National Association of Home Builders. Jack asked for committee's approval to update the budget codes currently being used to something more standard, but probably not as detailed as the NAHB budget code listing. Jack indicated he would like to have faculty review the NAHB budget codes and come up with a new system for the department. Committee agreed to the change. To avoid confusion, a new budget coding system will start with House #57.

House #57 – Jack Jones noted trees in the lot for House #57 have been taken down. Jack will begin looking at prints for the house for that lot and asked for input from the committee. There are only two lots remaining, one for House #57 and the other for House #58 in the Meservey Hill development.

Wellsville Campus Projects

- Workforce Development Building – Jeff Stevens reported to George Goetschius that a contractor will be hired to do the wiring for the equipment in the big open area, and the students will do the wiring in the cabinet shop. Work continues to get the full Certificate of Occupancy. Heating, lighting in the corridor and the ceiling on the 2nd floor are a few items that need to be completed before the C of O can be obtained. Jack Jones noted one classroom on the first floor is being used. The C of O is anticipated by end of this semester or early next semester.
- Culinary Arts Building – A grant application was submitted for new equipment for the program. If the grant is awarded, some re-design to the current space will be necessary.
- Building Trades/HVAC Renovation – No report.
- Campus Maintenance Projects – No report. Jack Jones did report that General Roofing looked at the roof on the Freshmen Auto building and determined the roof is not leaking, but it is the windows. Caulking was used to fix the problem. This is a temporary fix and will need to be looked into further.

Old Business

- Status of 2017-2018 budget –
  Capital spending on Workforce Development Center in 2017-2018 was $263,991.20.

  Other capital spending in 2017-2018 included:

➢ Auto body air handling system -	$ 30,097
➢ Campus Window replacement -	$ 39,258
➢ PSU Fire alarm system upgrade	$ 3,125
➢ Boiler upgrades (2)	$ 8,491.45
➢	$ 17,559.32
➢ Condensing Unit in Truck & Diesel	$ 1,810
➢ Sr. Auto Floor replacement	$ 3,400
➢ Electrical #2 Remodel/rehab	$122,162

  Total Capital Spending in 2017-2018 was $386,153

House #55 spending in 2017-2018	$129,196
House #56 spending in 2017-2018	$ 17,763

- Status of 2018-2019 budget –
  Capital Spending YTD for 2018-2019 includes:
  - Parking lot paving $36,200
  - Workforce Development Center $ 6,010

  Repair & Maintenance Spending in 2018-2019 - $23,500 (Demolition/removal of Health Center facility.)

  House #55 spending YTD 2018-2019 $8,475
  House #56 spending YTD 2018-2019 $9,474

- Meservey Hill South – Dean Arnold is working with the County Soil & Water department on options for that property. Depending on layout of the property, maximum number of homes would be five to six, if the property can be developed at all. Jack Jones indicated the department is looking at available lots in town that could be developed as other options. It was noted that building homes from the ground up is a large draw for prospective students, and it is important to maintain that.
- Emergency Service Tower: A meeting is scheduled for Tuesday, October 15 with the county.
- Betty Brown Property - Val Nixon distributed the map of the Betty Brown property that was recently surveyed by Brent Rohrabacher and noted that the portion of the property that encroaches on the football field was previously transferred to the college. The Ed Foundation still owns the portion of the land that is used by the college athletic department as the practice soccer field, a portion of the baseball field and the cross-country trails. Val Nixon noted there was a short-term lease agreement allowing the college use of the property for $1.00 per year, however, that agreement expired several years ago. A lengthy discussion followed with concerns raised about liability of the Foundation, value of the property to the Foundation, and the different options. The options for the Foundation include pursuing a simple lease agreement similar to the one previously in place, completing the transfer of that portion of the property to the State, or attempting to discuss the sale of the property. Val indicated the last lease agreement included an indemnification clause releasing the Foundation of liability, and a new agreement would expect to be similar. She also indicated sale of the property to the college at this time is unlikely. Further discussion followed. MOTION: Pat Barry made a motion to recommend to the board to pursue a short-term (two-year) lease agreement with the college in order to allow further discussion on a final decision of what to do with the Betty Brown property. Casey Joyce seconded the motion. All in favor, motion carried. Val indicated she has all the information she needs and will send it on to begin the process.
- Andover Property – 48 Chestnut Street – No report.
- Master Plan – Nothing to report.

New Business

- Grant discussion – At the last full board meeting, this topic was discussed, and board members agreed they are amenable to having the college apply for grants to benefit the Wellsville Campus. This committee agreed the Audit & Finance Committee should be the committee involved in this process.

Operating Revenues – Terri Ross reported the checkbook balance is $523,086.61 and the investment account is at $935,657.17, of that $8,272.06 is cash. Capital spending so far this year includes $36,200 for parking lot paving and $6,010 for the Workforce Development Center. Repairs and Maintenance spending year-to-date is $23,500 for removal of the Health Center and all other $31,050. YTD spending on House #55 is $8,565 and House #56 is $9,474. There were no unusual account expenditures, and the budget is in good shape so far.

Old Business

- Workforce Development Building - Jeff Stevens reported contractors were hired to complete the ceilings and dry wall on the second floor. Emcor was hired to complete the heating system throughout the building. Students are working on the electric in the carpentry lab (small area), and F and F Electric, Inc. was hired to install the electric for the equipment in the main open area. F and F will begin in a couple weeks. Everything is coming together, and they are on target to obtain full occupancy of the building by the end of the semester. Students have installed the carpet in the offices and hallway.
- Wellsville Campus Projects – An electrical shutdown was necessary so the Alfred State electricians could repair an electrical issue. Jeff Stevens reported there have been some roof issues. Plans are underway to get General Roofing on campus to evaluate the roofs and assist with a timeline for roof replacements. Roof replacement will become a line item in the budget for next year.
- Property updates –
    - Andover House – Jeff contacted the appraiser but has not been able to meet. He has talked with the current tenant, and he is interested when/if the house goes up for sale.
    - House #55 – interior finishes are in process; kitchen cabinets and tile work is next, along with the septic system. House is on schedule for May completion.
    - House #56 – the foundation and floor decking for the main house is complete; walls were built in the Workforce Development Center and will be transported to the site. House is on schedule.
    - House #57 – students started removing trees from the property. Faculty will look at floor plans for the house and will bring to Property Committee for approval. George Goetschius noted there are only two lots remaining in the Meservey Hill area – for house #57 and house #58.
- Summary budget sheets – budget sheets were distributed to committee members.
- Student Emergency Loan - Agency Account – Rose Cook will continue to work with Student Senate. A recent retirement has caused a delay.
- DMV Dealer Plate – Jeff Stevens reported he has the dealer plate, and it will be used for the first time in a week or so traveling to PA to pick up a donation.
- Southern Tier Angel Fund – No further information was received.

New Business

- Grant discussion – Jeff reported there are no grant opportunities currently. Committee discussed having a process or guidelines in place for when a grant opportunity does arise. George Goetschius indicated he would like to be able to discuss with the vice president and treasurer for input when a grant opportunity arises. Terri Ross has a sample process the committee can review and use as a starting point for a policy for the

Ed Foundation. The samples will be forwarded to committee members. Further discussion will continue.

Board of Directors – October 18, 2018

Guest Presentations:

George Goetschius introduced Professor Brady Adams and students Kyle Coffee, Gavin Hamilton, Justin Haggerty and Sasha Johnson. The students presented a slide show of their trip to California where they assisted Historicorps in the restoration of a state park. Their main project was restoring/repairing the porch on one of the buildings.

Rose Cook introduced Mr. Craig Stevens from the Bonadio Group who presented the audit findings for the year ending June 30, 2018. The detailed audit report was distributed to all in attendance and reviewed. A copy of the audit is filed in the annual notebook. Mr. Stevens reported that no new accounting policies were adopted, the application of existing policies was not changed during the year, and no transactions entered into by the Foundation lacked authoritative guidance or consensus. Mr. Stevens noted the most sensitive accounting estimate affecting the financial statements is the recognition of revenue and expense associated with the estimated fair value of the property leased to SUNY. The key factors and assumptions used to develop the estimate were evaluated and determined reasonable in relation to the financial statements taken as a whole. Mr. Stevens further noted the financial statement disclosures are neutral, consistent, and clear, no material misstatements were identified during the audit, there were no difficulties dealing with management in performing and completing the audit and no disagreements arose during the course of the audit. The five-year analysis was reviewed. Mr. Stevens noted the rent remains consistent from last year, the investment income decreased slightly from 2017 due to market performance, an increase in scholarships and awards, and an increase in the depreciation expense. Mr. Stevens stated the depreciation expense will continue to increase as the Workforce Development Building is put into service. Points noted in assets included: cash in 2018 was significantly less than in 2017, due to the sale of two homes in 2017; the decrease in investments was due to the withdrawal of $200,000 to assist with capital projects; and investments in homes increased due to work in progress on houses #55 and #56. Cash flow from operating activities is $202,000, a decrease from last year's $537,000. Mr. Stevens noted the Educational Foundation's balance sheet is very strong. He also advised the board there will be several new disclosures required for next year but assured the board that the Bonadio Group will be discussing the new requirements with Rose Cook and David Sengstock throughout the year to make sure they are understood.

Old Business

- Dealer plate update – Jeff Stevens reported we have the plate in our possession and plan to use it to pick up a donation from Pennsylvania in the next week.
- County Emergency Tower – This was reported in the Property Committee report.
- Grant discussion – as noted in the Audit & Finance report, that committee is will be creating policy guidelines for acceptance of grant opportunities.

New Business

- A recommendation of the By-Laws committee to allow Bradley Smith to join the Property Committee was presented. Discussion followed, which brought forward several questions and the recommendation that the By-Laws committee further review the

structure of committee membership. It was suggested that framework pertaining to committee membership, and term limits of committee members, etc. be set. Motion: Julie Hart made a motion to have the recommendation for an additional committee member go back to the By-Laws committee for further discussion. Terri Ross seconded the motion. Motion carried.

- A recommendation from the Property Committee to pursue a short-term (2-year) lease was presented. Discussion followed. Motion: Pat Barry made a motion upon the recommendation of the Property Committee to pursue a two-year lease with the college in order to allow further discussion on a final decision of what to do with the Betty Brown property. Peter McClain seconded the motion. All in favor, motion passed.

Other

George Goetschius reported that Julie Hart was willing to serve as vice president of the Ed Foundation Board of Directors for the remainder of the current term. Motion: Terri Ross made a motion to have Julie Hart serve as Vice President for the remainder of George Goetschius' term (May 2019). Geralyn Gough seconded the motion. All in favor, motion passed.

Public Relations – December 6, 2018

Calendar was reviewed. Press releases are on schedule.

Check mark indicates item was completed.

2018-2019 Calendar

- ✓ September 2018 – New board members Kathy Markel
- ✓ October 2018 and ongoing – Scholarship awards
- ✓ November 2018 – Update on House #55 and House #56
- November 2018 – Historicorps trip to CA for Building Trades Students
- February 2019 – Peer Tutoring
- March 2019 – Work Grant
- April 2019 – Groundbreaking for House #57
- May 2019 – Completion of House #55
- May 2019 – Commencement Car
- May 2019 – Chamber of Commerce Window

Possible future releases:

- Workforce Development Building – once the final Certificate of Occupancy is received, a press release announcing completion of the building may be appropriate
- Meservey Hill South – nothing new at this time; will keep on the list
- China Decathlon Home Replica – no news at this time, but will remain on list
- Auto body – wreck/rebuild program – added new to the listing

Old Business

- Website update – Photo gallery – Jeff Cole is waiting on photos of some of the homes. Mark Payne will get pictures in the spring. Once received, and the houses properly numbered, Jeff will organize the Flickr site.

- House #54 – Bullets have been removed from the website. The video of House #54 remains. The features and the rendering of House #55 are also now on the website.
- Sign for House #56 – Jack Jones reported the sign is on display at the house.
- Cornerstone for House #55 – Jack Jones reported a spot for the cornerstone is in place on House #55. The cornerstone will be set once all the work is complete to avoid and damage to the stone. Item can remain under "old business".
- Ed Foundation History – Mary Scholla is working on updating the history for the website. The update should be completed and on the website in early 2019.

A conversation followed discussing different options for advertising the new homes as they are completed and ready to be sold. George Goetschius noted there is a procedure in the Operations Manual. Using Facebook and Zillow were suggested as options to help advertise the homes. Jack Jones stated Building Trades has a Facebook page and often posts photos of the homes in progress. Russ Nunley stated that using the hashtag #AlfredState would also allow those photos to be shared on Twitter. Zillow also may also be an option, but advertising there may require an asking price for the home. It was agreed the Property Committee will have to be involved in the advertising of the homes as they are the ones to set the price of the homes. Mary Scholla will add that to the Property Committee agenda for their next meeting.

New Business

- Jack Jones noted that the auto body program has made great strides in the last couple of years, including increasing the wreck/rebuild program. They are rebuilding more cars, in addition to the Commencement car. Jack Jones suggested the auto body program be added to the list of possible future releases.

Property Committee – December 11, 2018

Meservey Hill Updates

House #55 **–** Jack Jones distributed the budget on the house and reported the students continued to work on the interior of the home, and also installed the septic system. The house continues to be on schedule for completion in May.

House #56 – The budget was distributed. House #56 was the focus for students this fall. The framing is complete, and the shell is enclosed. The first window was installed, and the roof is being shingled. Work fell approximately three weeks behind schedule due to the weather, but Jack Jones is hopeful they will be able to make that up in the spring. The house is within the proposed budget. Jack Jones showed photos of the progress on the house.

House #57 – Jack Jones distributed two floor plans for House #57 for committee's review and approval. One house was approximately 2000 sq. ft. and the other was 1600 sq. ft. Neither plan included an attached garage, but Jack noted that was discussed with faculty and determined one could be built with a breezeway connecting it to the house. Following review, Val Nixon raised concern with the layout of both homes as neither have the open floor concept. Committee felt it was important to receive input from local realtors as to what prospective buyers are looking for. Pat Barry will contact realtors to get their input. Committee agreed on one plan, as long as the realtor did not have major concerns on the sale-ability of the home due to the layout. Motion: Val Nixon made a motion to approve the Monster House Plan, unless the

realtors have major concern with the salability of the house due to layout. Casey Joyce seconded the motion. All in favor, motion passed.

Wellsville Campus Projects

- Workforce Development Building – Jeff Stevens distributed the updated budget and reviewed with committee. Good progress has been made, and several items are in process in order to get the Certificate of Occupancy, including installation of the heating system, flooring and ceilings on the second floor, and fire doors. F&F Electric should be done with the wiring for the equipment in the open area. Alfred State's maintenance staff has been a tremendous help, doing what they can to assist. Jeff noted the contractor for the dust collection system is willing to work with us to allow our students to do some of the installation work, which will result in a significant savings. The mezzanine railing will be ordered, and quotes will be obtained from the dust collection contractor. Work will continue to obtain the final Certificate of Occupancy.
- Culinary Arts Building – An anonymous donor bequeathed $1.3 million towards a new building.
- Campus Maintenance Projects – The new floor with radiant heat in Masonry is almost complete. Truck and Diesel is next in line to have the lab repainted. The front doors on the Pioneer Student Union are in need of replacement. With the boiler replacements caught up, Jeff and Jon will be obtaining quotes for roof replacements.
- Building Trades/HVAC Renovation – Funds are allocated for the design work.

Old Business

- Meservey Hill South – Pat Barry reported that he walked around the Meservey Hill South area. Accessibility is a large issue with the property. Dean Arnold has been working Jack Jones and Jeff Stevens, and that area is less promising for future building than once thought. With time running out and only one empty building lot remaining in Meservey Hill, it was agreed committee needs to look at other options. A couple options included possibly building on the Barber properties on Moland Road in Alfred and working with the County Land Bank to determine if there are any vacant sites in the area. Jim Knapp will contact Kier Dirlam, Allegany County Assistant Director of Economic Development and Planning to discuss any land option possibilities. Discussion will continue at next meeting.
- Emergency Service Tower: George Goetschius is waiting to hear back from Peter Degnan, attorney. He will contact him to find out the status of the easement.
- Betty Brown Property - Val Nixon is working with Kelly Lester, SUNY legal, to get a permit for the Ed Foundation properties that are being used by athletics. The permit will give the Foundation time to decide the best way to deal with the properties involved.
- Home Builder Budget Code Listing - Faculty are still reviewing the budget codes. The new codes will be used for House #57.
- Andover Property – Appraisal is in process, with completion expected by end of the year. More information will be available at the next meeting.
- Master Plan – Val Nixon reported that the Chancellor has assigned a person to look at the Wellsville campus to see if there is potential to get money from the SUNY Construction Fund to assist with upgrades and improvements to the campus. Val is in the process of providing the documentation requested by SUNY.

New Business

- Advertising of homes for sale – the Public Relations committee discussed different ways to advertise the homes for sale, mentioning Zillow and Facebook. The PR committee would need to include the Property committee to obtain the asking price of the home. After a favorable discussion, the committee decided it is not yet ready to put an asking price on the home yet. Further discussion will take place at the next meeting.

Audit and Finance Committee – January 17, 2019

Guest Presentation - Bradley Smith and C.J. Tremper, faculty in the autobody program attended the meeting to share the present status of the Wreck/Rebuild program. Jeff Stevens noted he and Gordon Cook are taking care of the required on-line DMV requirements. Brad noted students are no longer required to bring their own car to the program; cars are now purchased at auction, selected to fit course objectives. This year 12 cars have been purchased; 8 of which they plan to re-build, and the other 4 will be parts cars. The cars range in age from 2013 – 2018. Two of the cars were completed during the fall semester and have already sold; the other six will be ready for sale by the end of the semester. Students are getting real-life experience working on the cars, in both the mechanical and collision areas. Once the cars are complete, a minimum price is set based on the Blue Book value for "R title" cars and funds used to fix up the car, and the cars will be sold by sealed bids. Discussion about the accounts for the program followed. The annual budget sheet for the Ed Foundation does not have a line item for this program. Currently there are two accounts, one with a negative balance, and the other with a positive balance. The committee agreed it would be best to merge the two accounts into one, and once a positive balance is realized, the program would be able to set up a budget and run on its own. Brad Smith reported that enrollment in the program is growing, and they continue with recruitment efforts. There are currently 15 students in the program, up from the 4-5 students three years ago. A career fair is scheduled in February and the autobody program will have a table advertising the 3-year option.

A discussion about the abandoned cars followed. Jeff Stevens stated he is working with University Police, following the procedure to get rid of the abandoned cars. Jeff noted there is a new policy in place where the students must register the cars they bring to campus in the Dean's office. This policy will help eliminate the abandoned car problem.

George Goetschius noted the committee would like to keep informed of the status of the wreck/rebuild program for cash flow purposes in the future.

Budget Reports – Status of

Operating Revenues – Terri Ross noted there is $388,889 in the checking account and $908,952 in the investment account. Rose Cook distributed the budget sheet for review. David noted that $200,000 was withdrawn from the investment account for summer projects and the lease payment was received in September. It was noted the checking account is non-interest bearing. With the large current balance in the checking account, discussion of options to earn interest on the balance were discussed. It was agreed that Jeff Stevens, Rose Cook and David Sengstock will review past records to determine the best option. There were no unusual account expenditures.

Old Business

- Workforce Development Building - Jeff Stevens reported that EMCOR is working with Alfred State facilities crew to complete the work on the heating and geothermal system. This will result in a significant savings. The heat is on and the systems are talking to each other. The contractor finished the electrical work in the carpentry lab. The second-floor ceilings and sprinkler system are in process. Once the sprinkler system, fire doors and railing for the mezzanine are in, the final certificate of occupancy for the building should be obtainable. Faculty have moved into their offices on the first floor.
- Campus Projects – Jeff Stevens noted there is a boiler issue in the culinary arts building, and a new boiler is needed. Jeff noted there are funds in the budget to cover the cost.
- Property updates – Since students were on break, there was nothing to report on House #55 or House #56. The appraisal for 48 Chestnut Street is complete. The appraisal came in at $64,000. The donors will have to be contacted for the right of first refusal. The Property Committee has not yet met to discuss.
- Student Emergency Loan - Agency Account – Rose Cook has a meeting scheduled next week to discuss the account.
- Angel Fund – nothing to report.
- Grant policy – will be discussed at a future meeting.

New Business

- Jeff Stevens requested different options of purchasing vehicles at auction. Currently the ISA attends the auctions and bids on the vehicles previously selected by faculty. Those vehicles successfully obtained at the auction are then put on reserve, the ISA comes back to campus, obtains a check and then goes back to get the vehicles. Jeff is looking for ways to simplify the process and eliminate the second trip to the auction site. Discussion followed. Jeff Stevens will look into the ACH (automatic clearing house) or using certified checks and will report back at the next meeting.

Property Committee – February 7, 2019

Meservey Hill Updates

House #55 **–** Jack Jones distributed the budget on the house and reported they are slightly over budget on the foundation, but everything else is in line. The septic system is in; tile and cabinets are being installed in the bathroom and kitchen. The house continues to be on schedule for completion in May.

House #56 – The budget was distributed. The foundation is slightly over the estimate, but within the budget. Dirt work has been done. Work is slightly behind schedule due to the weather, but Jack Jones believes they will be caught up this spring. The house is within the proposed budget.

House #57 – Jack Jones reported CAD files were purchased for the floor plan, and adjustments have been made to eliminate many of the committee's concerns with the floor plan. More dining space was created; the entrance to the master bedroom is isolated, the back deck is a screened porch, and there is a breezeway to the unattached garage. Students have had an opportunity in their 3-week CAD course to work with the drawings, which has proved to be an excellent experience for them. A budget will be created, the drawings will be sent to the architect, and faculty will start working on the estimates.

Wellsville Campus Projects

- Workforce Development Building – Jon Nickerson reported a quote was received to turn down the sprinklers; the mezzanine railing, which meets all OSHA standards, arrived this week; the electric work in the carpentry lab has been completed. Once the fire doors are installed, the sprinkler system is working, and mezzanine railing is in, we should be able to get the Certificate of Occupancy. Anticipate obtaining the C of O by the end of the semester.
- Culinary Arts Building – Jeff Stevens reported a grant for $150,000 was submitted. The hot water boiler needs to be replaced, and Jeff reported it could be done in stages, and will use students to do the work as appropriate. There is approximately $10,000 in the budget that can be used for the boiler.
- Campus Maintenance Projects – Nothing to report as the focus has been on finishing the Workforce Development building. Jeff and Jon will be obtaining quotes for roof replacements.
- Building Trades/HVAC Renovation – once the main floor is cleared out, EMCOR can get in to start renovations for plumbing. Students will be used to assist with the renovation as appropriate.

Old Business

- Meservey Hill South – Pat Barry reported he walked to the top of the property and feels there are areas that can be divided into lots on which homes can be built. Discussion on size of lots followed. There are subdivision laws that may need to be followed depending on number and size of lots created. Pat presented drawings of a road to the top with the appropriate elevation and estimated costs for materials. Significant work in clearing the land would be necessary, and discussion on whether or not our students could do the work, or some part of the work, followed. Pat would like to walk the property again later this spring with Jack Jones and Jeff Stevens and any others interested. It was also suggested that Kevin LaForge be contacted for an estimate for the road to the top of the hill. Pat expressed that he does not want to declare the property dead, but cost will definitely be a challenge. Jack Jones will talk to the heavy equipment and building trades faculty to determine whether or not building there is a possibility.
- Emergency Service Tower: George Goetschius was working with attorney Peter Degnan on the easement. No update is available.
- Betty Brown Property - Val Nixon is working with Kelly Lester, SUNY legal, to get a permit for the Ed Foundation properties that are being used by athletics. Val hasn't heard anything but will follow up.
- Home Builder Budget Code Listing - Jack Jones reported the new budget building codes are in place and will be used starting with House #57.
- Andover Property – The appraisal on the Church home came in at $65,000. Pat Barry noted the Church family will get the right of first refusal and the current tenant has also expressed interest in the property. Discussion followed. Motion: Jeff Stevens made a motion to recommend to the full board that the Ed Foundation offer the home to the Church family for $65,000 for the right of first refusal. If the Church family refuses the offer, the Ed Foundation will offer the home to the current tenant for $65,000. If the tenant refuses, the recommendation is the house go on the market for $69,000. Jim Knapp seconded the motion. Motion passed unanimously.
- Master Plan – Jeff Stevens asked to table this item. He will be meeting with the college facilities committee, will get their input and will report back at a future meeting.

New Business

- 2019-2020 Budget request – Jeff Stevens is working on the budget. He still has to meet with the college administration. Jeff will have the request ready for the next meeting.
- Land Options – Pat Barry reported that Kevin Harris contacted George Goetschius about a property owned by him and Joe Felson. The property of approximately 78 acres is located on Larchwood, off the Bolivar Rd. Back in the late 1960s , a plan was developed to create a subdivision on this parcel, but that never happened. Craig Clark and Jeff Stevens noted they have also had conversations with others who have land that may be possibilities for future building sites. Jim Knapp reported that the Allegany County Land Bank also has a couple of lots that may be possible building sites. These options will be discussed at future meetings.
- Land Donation – At the board meeting held on January 17, 2019, President Sullivan stated the college was offered a donation of three-quarters of an acre of land in Alfred on the corner of Snyder Road. Because the college cannot accept a donation, he asked whether or not the Ed Foundation would accept the donation on the college's behalf. It was agreed the Property Committee would discuss and make a recommendation to the full board. Discussion followed. Motion: Craig Clark made a motion to recommend to the board that the Ed Foundation accept the donation of the property on the corner of Snyder Road in Alfred, NY, based on clarification that there are no underlying conditions of the property. Val Nixon seconded. Motion passed unanimously.

By-Laws Committee – February 14, 2019

New Business

- 2018-2019 Goals – Goals were reviewed. Motion: George Goetschius made a motion that the goals from 2017-2018 remain the same for 2018-2019. Mark Payne seconded. Motion passed unanimously.
- Review of Operations Manual – A review of the by-laws followed. Suggested changes include:
  - Make Committee Goals Appendix E
  - Replace Vice President of Administrative Affairs with "senior cabinet level official responsible for administrative affairs"
  - Replace non-teaching faculty with "professional staff member"
  - Under Article VIII Meetings, make the section titles consistent
  - Under Article IX Committees, revise Section 2: Ex-Officio members using current titles
  - Under section 3, include a statement that committee members will be voted on annually.
  - Under Article X, Section 3: Gifts – revise sentence to include an exception clause.
- Annual Review of Membership Matrix – a review of expiring terms led to questions and confusion as to whether this was a first or second 5-year term. Mary Scholla will review past minutes in order to determine when the current term limits were put into place.
- Committee composition – number of committee members and Ex Officios on each committee were reviewed. Committee agreed the board members and those Ex Officios as defined in the by-laws make up the committee. Additional members on committees will be non-voting committee members or guests, and those members would be approved annually by the board.
- Committee Appointments – it was suggested in order to allow board members to experience and understand the mission of the Ed Foundation, they be given the opportunity to select the committees they serve on. A suggestion was to have board

members rank the committees they wish to serve on and the board president would use the rankings to compile committee appointments. This process would take place annually.

Public Relations Committee – February 19, 2019

Calendar was reviewed. Press releases are on schedule. Jeff Cole is waiting for the data to complete the Peer tutoring press release for February.

Check mark indicates item was completed.

2018-2019 Calendar

- ✓ September 2018 – New board members Kathy Markel
- ✓ October 2018 and ongoing – Scholarship awards
- ✓ November 2018 – Update on House #55 and House #56
- ✓ November 2018 – Historicorps trip to CA for Building Trades Students
- o February 2019 – Peer Tutoring
- o March 2019 – Work Grant
- o April 2019 – Groundbreaking for House #57
- o May 2019 – Completion of House #55
- o May 2019 – Commencement Car
- o May 2019 – Chamber of Commerce Window

Possible future releases:

- o Workforce Development Building
- o Auto body Wreck/Rebuild program
- o Meservey Hill South
- o China Decathlon Home Replica

Old Business

- Website update – Photo gallery – Mark Payne will take pictures in the spring and Jeff will then organize the Flickr site.
- Ed Foundation History – George Goetschius is reviewing the history. Once he is through it, it will be added to the website.
- Cornerstone for House #55 –Item can remain under “old business” as a reminder.
- Advertising of homes – nothing to report.

New Business

- Budget request for 2019-2020 – Last year $750 was requested. After some discussion about possible expenditures, it was agreed to leave request the same. Motion: Jack Jones made a motion to request $750 for the 2019-2020 year. Sandy Sawyer seconded the motion. Motion passed unanimously.

Other Business

- Jack Jones shared information about a proposal to renovate shipping containers. If approved, the shipping containers would be renovated inside the Workforce Development Center by the building trades’ students. This is not intended to replace the building of homes, but will offer students an exciting, real-life opportunity.

Audit and Finance – February 21, 2019

Operating Revenues – Terri Ross noted there is $302,246.95 in the checking account and $958,187.81 in the investment account, for a total of $1,260,434.76. Rose Cook distributed the budget sheets for review. There were no unusual account expenditures.

Old Business

- Workforce Development Building - Jeff Stevens reported that work continues on the final items for the certificate of occupancy, including the heating system, fire doors, sprinklers and mezzanine railing. The railing is in, and facilities personnel will install. Anticipate obtaining the certificate of occupancy by the end of the semester.
- Campus Projects – Jeff Stevens reported a new boiler in the culinary arts building is needed. The total cost is approximately $20,000. There is $9,000 in the current budget to cover half the cost and the remainder will be covered out of next year's budget. Facilities personnel will begin replacing the boiler over spring break. Some minor roof issues with ice build-up have occurred due to the weather. General Roofing will be evaluating the roofs this spring. Jeff Stevens is preparing the 2019-2020 budget to present it to the Property Committee at their March meeting.
- Property updates – House #57 – Students in the drafting/CAD course reviewed the floor plan drawings for the new house and altered the drawings to address the concerns of the Property Committee. The drawings will be sent to the architect. Students will be clearing the lot for the foundation. House #56 – Students are working on the plumbing, electric and HVAC system. House #55 – Students are working on the interior finishes. The house is on scheduled to be completed in May. Andover Property - The Property Committee has a motion for the full board to offer the home back to the donors for the right of first refusal. If refused, the same offer will go to the current tenant. If the tenant refuses, the recommendation is to put the house on the market. Discussion followed regarding the building of a Dollar General in the adjacent property of the Church home.
- Student Emergency Loan - Agency Account – Rose Cook had a meeting with Student Senate representatives. Student Senate is now deciding how they want to handle the account.
- Interest-bearing checking – nothing has been done with this. Jeff Stevens, David Sengstock and Rose Cook will meet.
- Purchase options for the auction cars – Jeff Stevens requested time to continue looking into the history of the wreck/rebuild accounts before merging the two accounts into one. Jeff also reported that he is looking at an IPay account to be used for purchasing the auction cars.

New Business

- Memorials for Lawrence "Bud" McCarthy. The Ed Foundation has received around $135 in memory of Bud McCarthy. Discussion on where to put the memorial donations followed. Val Nixon noted the Ed Foundation created a scholarship in Bud McCarthy's name several years ago. Following discussion, it was agreed to recommend the funds received in memory of Bud McCarthy be added to the Lawrence "Bud" McCarthy scholarship fund. Motion: Julie Hart made a motion to recommend to the full board that any funds received in memory of Lawrence "Bud" McCarthy be sent to the institutional advancement office to be included in the Bud McCarthy scholarship fund. George Goetschius seconded the motion. Motion passed unanimously.

- 2019-2020 budget - Terri Ross reported that she has received a budget request from Peer Tutoring for $5,500, the same amount as requested this year. Terri also noted ACES will be requesting a 2% increase and Bonadio will be requesting a 2.5% increase.
- Wellsville Campus Property Appraisal – Rose Cook received a letter recommending a full appraisal of the property be completed every seven years. Discussion of advantages, purpose, and ultimate goal of having an appraisal followed. Committee agreed to contact Rich Ewell from Richardson & Stout to get his opinion and to get a quote of the cost of a full appraisal. If committee agrees to the appraisal, funds will be allocated in the 2019-2020 budget.

Board of Directors – February 21, 2019

Old Business

Andover Property – Pat Barry reported the Property Committee discussed this donation. The appraisal came in at $65,000. The Church family has the right of first refusal, and the current tenant has expressed interest in purchasing the house if/when it went up for sale. **Motion:** The Property Committee recommends to the full board that the Ed Foundation offer the home to the Church family for $65,000 for the right of first refusal. If the Church family refuses the offer, the Ed Foundation will offer the home to the current tenant for $65,000. If the tenant refuses, the recommendation is the house go on the market for $69,000. Terri Ross seconded the motion. Discussion followed. Board agreed to allow the Church family 30 days for a decision, and then give the tenant 30 days to decide. David Sengstock and Jeff Stevens will look for the original paperwork. Jeff Stevens will communicate with Peter Degnan to determine what the next step will be and go from there. Motion passed unanimously.

Land Donation – Snyder Road, Alfred, NY – Pat Barry reported the Property Committee discussed this donation. Jack Jones and Jeff Stevens walked the property and found no visual issues with the lot. Some discussion followed. Motion: The Property Committee recommends to the board that the Ed Foundation accept the donation of the property on the corner of Snyder Road in Alfred, NY, based on the clarification there are no underlying conditions of the property. Julie Hart seconded the motion. Motion passed unanimously.

New Business

Lawrence “Bud” McCarthy memorial donations. Terri Ross noted the Ed Foundation has received $135 in memory of Mr. McCarthy. She also noted the Ed Foundation created the Lawrence “Bud” McCarthy Endowed Scholarship in “Bud” McCarthy’s honor several years ago. Motion: The Audit and Finance committee recommends to the full board that any donations received in memory of Lawrence ”Bud” McCarthy be turned over to the Institutional Advancement office to be included in the endowed scholarship. Mark Payne seconded the motion. All in favor, motion passed.

Property Committee – March 7, 2019

Meservey Hill Updates

House #55 **–** Jack Jones distributed the budget on the house and reported the house is on schedule for completion in May and is on budget. Jack Jones raised the question of interior finishes and whether or not the committee is willing to allow an upgrade of the laminate countertops that have been installed in the past to Corian, Granite or Quartz, which are more

currently more desirable. The committee discussed the differences in the finishes and agreed to upgrading the countertops to Granite and/or Quartz.

House #56 – The budget was distributed. The house is close to budget and there are no major issues to report.

Jack Jones reported he has a person interested in buying House #56. Jack showed both House #55 and #56 to this prospective buyer, and House #56 was preferred. The prospective buyer is aware the house will not be completed until May 2020 and is okay with that. Jack asked committee for an asking price for the home. After some discussion, the committee declined to set a purchase price on the home. Jack will relay that information to the prospective buyer.

House #57 – Jack Jones reported the prints have been sent to the architect to be sure they are up to code.

Jack Jones reported the building trades faculty are looking at an alternate project for next year. They have sent in a proposal for a $250,000 grant from the SUNY Chancellor to build a zero-energy modular/shipping container, similar to the solar decathlon. Jack noted that he and Jeff Stevens are involved in a project with SUNY working with Haiti. There is not much infrastructure in Haiti, but they have several shipping containers. Renovated shipping containers can be used in numerous ways, i.e., disaster relief, FEMA trailers, homeless shelters, etc. Jack stated if the grant money is secured, progress on House #57 would be delayed. Students will work on the foundation and basement floor during the fall semester, and possibly build the detached garage. Jack noted the building trades faculty are on board with this new project. The shipping container project will be completed in one year and would then be moved to the Alfred campus. Val Nixon noted the half the funds will be a PIF grant (state money) and the Research Foundation would fund the other half.

Wellsville Campus Projects

- Campus projects were not discussed due to the focus on budget at this meeting.

Old Business

- Meservey Hill South – Pat Barry noted there is nothing new at this time. He would still like to walk the property once the weather breaks this spring with Jack Jones and Jeff Stevens and any others interested. He would also like to discuss the project with Kevin LaForge. Pat noted plans to replace the Weidrick Road bridge are underway. Replacement probably will not start until 2020, but it could have some impact on a road to the top of Meservey Hill South. Pat will keep up with the progress of the bridge replacement.
- Emergency Service Tower: Val Nixon gave George Goetschius the easement for the tower and he will get together with Peter Degnan to review it.
- Betty Brown Property - Val Nixon reported she provided information to SUNY legal that they requested. The permit is in process.
- Andover Property – Pat Barry reported that he contacted Susan, the daughter of the donor, and offered the right of first refusal. Susan then contacted her sister, and both agreed to waive their right. Pat contacted Peter Degnan's office and they are preparing the paperwork for the Church family to sign. Committee agreed to hold off talking to the current tenant until the signed paperwork is received. Pat Barry indicated the process should be completed within a couple weeks.

- Master Plan – No report

New Business

- 2019-2020 Budget request – Jeff Stevens distributed the proposed budget and committee reviewed it. Jeff noted he and Jon worked on the budget and presented it to both the Wellsville facilities team and Alfred administration. Both groups approved of the budget. Jeff noted the budget request includes the same amount of Capital Funding requested in the past - $270,000, the Maintenance request of $60,000 and an additional funding request of $85,000 to cover the mezzanine floor, the HVAC program classroom buildout and the replacement of the secondary hot water boiler in culinary arts. Of the $270,000, $135,000 is for continued work on the Workforce Development Building. Discussion followed. Motion: Val Nixon made a motion to accept the proposed budget for $355,000 as presented and to forward it on to the Audit and Finance Committee. George Goetschius seconded the motion. Motion passed unanimously.

  Jeff Stevens noted the proposed budget includes a line item for CAD building renovations for $15,000. With the deactivation of the drafting/CAD program, plans have been underway on how best to renovate the building space. Jeff distributed floor plans with proposed changes for the Administration Building, the H Building and the Senior Drafting/CAD building. With these changes, the Administration building will house the IT office and workspace, University Police and the Human Resources office. The H Building will add classroom space and will house the mailroom and faculty copy room. The Library, Student Services and Learning Center will move into Drafting/CAD building. The building that currently houses the library is a metal building that will be disassembled and moved to an area where needed, possibly near the SAMC building.

- Land Options – A brief discussion of possible options ensued. Further discussion will take place at the next meeting when more definitive information is available.

Audit and Finance Committee – March 21,2019

Operating Revenues – Terri Ross reported there is $167,645 in the checking account and $981,626 in the investment account. Rose Cook distributed the budget sheet for review. David Sengstock noted the spring scholarship payment and tutoring service payments were made. Both were budgeted items. There were no unusual expenditures.

2019 - 2020 BUDGET REVIEW

The Preliminary budget prepared by Rose Cook was distributed.

The Committee received the following requests for funding for 2019-2020:

- $175,000 Scholarship committee request for 2020-2021 recruiting
- $ 5,500 Peer Tutoring
- $ 750 Public Relations
- $ 11,000 Skills USA
- $ 10,000 Work Grant (standing request)
- $355,000 Capital Project request from Property Committee

George Goetschius reported that Mary Scholla informed him that her laptop can no longer connect to wireless internet. The computer is more than seven years old. A brief discussion followed. Motion: George Goetschius made a motion to purchase a new laptop for the Operations Manager using current year funds. Peter McClain seconded the motion. Motion passed unanimously.

Terri Ross noted the requests from Peer Tutoring, PR Committee, and Scholarship Committee remained the same as last year. The request for SkillsUSA increased from $7,500 to $11,000. There was no request from Hog Wild Day or for the Commencement car. Contact will be made to confirm funding for those two items is needed. Terri also pointed out the estimated 2% increase in insurance, a 2% increase in ACES administration expense, and an increase in Audit expense. Discussion followed. Jeff Stevens noted the increase in the SkillsUSA request is because Student Senate is no longer funding the major portion of the trip due to changes in their funding policies. Student Senate now only funds $1,000 and reserves used the last couple of years to make up the difference are now gone.

Jeff Stevens also reported on the $355,000 budget request for Capital Projects, which has been approved by the Wellsville faculty and facility team, Jon Nickerson, director of facilities, the Alfred administration, and property committee. The request includes: $5,000 for WDC mezzanine rail; $25,000 WDC mezzanine floor; $22,000 for WDC flooring finish; $25,000 for WDC buildout for cabinetry lab; $83,000 for WDC dust collection system; $50,000 for HVAC program classroom; $20,000 for freshman auto gantry; $15,000 CAD building renovation; $20,000 freshman electrical corridor flooring; $50,000 annual paving; $30,000 roof replacements; and $10,000 for hot water boiler for culinary arts.

A lengthy discussion followed. Committee members expressed concern and the importance of presenting a balanced budget without using funds from the investment account, due to the current market and the current balance in the account. The committee revisited the SkillsUSA request. Committee agreed it is an important opportunity for students but suggest the students look into other fund-raising options to help fund future trips. Motion: Geralyn Gough made a motion to keep the funding for SkillsUSA at $7,500. Val Nixon seconded. All in favor, motion passed. Committee then discussed the capital project request. After some discussion, committee agreed to approve funding of $330,000 for capital projects.

Rose Cook and David Sengstock will adjust the numbers on the budget sheet and a new preliminary budget will be emailed to committee members. Motion: Terri Ross made a motion to approve the adjusted budget and recommends presenting it to the full board at the April 18 board meeting. Peter McClain seconded the motion. All in favor, motion passed. Note: If after the adjusted budget is distributed to committee and further discussion is necessary, a meeting will be held prior to the April 18 board meeting.

Old Business

Industrial Appraisal of Wellsville campus. Discussion about whether or not to have a re-evaluation of the campus followed. The purpose of the re-evaluation would be to ensure there is appropriate insurance on the property. After some discussion it was agreed to ask Rich Ewell from Richardson and Stout Insurance to attend the full board meeting on April 18. David Sengstock will contact Rich to see if he is available.

Property Committee – April 18, 2019

Andover Property

After the last meeting, Pat Barry contacted Peter Degnan and he drafted a waiver of right of first refusal for the two Church daughters listed in the agreement. Both women signed the waiver and returned them. Pat Barry reported that he talked to Andrew Smith, the current tenant in the house, and offered him the home for $65,000. Andrew Smith said he has a house in PA that he is trying to sell, and asked if the board would consider allowing him to continue renting with the rent payment being applied toward the purchase price of the house. Andrew was asking for a time frame of two to three years, but Pat counter-offered stating he would ask the board to consider a one-year agreement. Discussion followed and committee agreed to enter into the one-year agreement with intent to purchase, and all rent money paid from June 1, 2019 – May 31, 2020, would be applied to the purchase price. Committee agreed to include a clause stating the house will be sold "as is" as of June 1, 2019. The tenant would be allowed to make minor improvements in the home, and major improvements with Board approval. If tenant does not purchase the house by May 31, 2020, he must vacate the house no later than May 31, 2020. At that time, the tenant could purchase the house for $55,400 or, if chooses not to purchase, the Foundation would keep the $9,600 in rent money paid, and then put the house on the market for $69,000. Pat will contact Peter Degnan and request he write up a purchase agreement with the above stipulations. Motion: Casey Joyce made a motion to recommend to the Board to approve a purchase agreement with the current tenant (Andrew Smith) of the Church property in Andover, NY, in which the rent of $800 per month paid from June 1, 2019 to May 31, 2020 would be deducted from the purchase price of the home. On May 31, 2020, the tenant would purchase the home with a balloon payment of $55,400 ($65,000 less the $9,600 paid for rent) or vacate the property by May 31, 2020. Peter McClain seconded the motion. Motion passed unanimously.

Old Business

Meservey Hill South – Pat Barry noted some walked the property recently and discovered there is some potential of building both at the top of the hill and at various levels going up the hill. Pat distributed two handouts showing an access road, one from the north, the other from the south, along with the elevation for each of them. A brief discussion followed as to whether or not the Town of Wellsville Highway department will approve a road to the area. With limited time for further discussion, Pat will contact the highway department to get input.

Board of Directors – April 18, 2019

Guest Presentation - Richard Ewell from Richardson & Stout Insurance attended the meeting to discuss insurance coverage for the Wellsville campus. Rich distributed the Summary Revaluation Report from Industrial Appraisal Company, which notes the last appraisal of the property was over seven years ago, with an appraisal of $37,471,801. The current blanket limit is $26,506,639. Rich explained the blanket coverage is for each reported loss. Rich feels the current coverage on the property is adequate. A copy of the report is filed in the notebook. George thanked Rich for his report.

New Business

- 2019-2020 Budget – Terri Ross distributed the preliminary budget of $714,344.95. $330,000 has been allocated for Capital Projects, which is down slightly from last year; $60,000 has been allocated for Repairs & Maintenance and $9,000 for Special Projects. The proposed budget also includes a 2% increase for ACES and a $175 increase for Bonadio. Allocations for peer Tutoring, NYS Skills USA, Hog Wild Day and Work Grant remained the same. A line item of $5,000 was added for the Commencement Car. Terri Ross stated the Audit & Finance Committee will recommend the proposed budget to the board for approval at the Annual Meeting on May 23, 2019.

Board of Directors – May 23, 2019

Old Business

County Emergency Tower – George Goetschius contacted the representative from NYSEG and expects to have the easement finalized in the near future.

Betty Brown Property – Val Nixon expected to have something for this meeting, but did not hear back from SUNY legal. She will try to get the lease agreement prior to her retirement.

Land Donation – Snyder Road, Alfred, NY – No report.

Andover Property – was reported on by Pat Barry in his Property Committee report. It was noted that the Dollar General is being built right next to the Church property.

New Business

- Review and approval of the 2019-2020 Budget – The proposed budget of $714,344.95 was reviewed. Motion**:** Terri Ross made a motion to approve the proposed 2019-2020 budget as presented. Julie Hart seconded the motion. Motion passed unanimously.
- Approval of Scholarship funding for 2020-2021 **–** Motion: Terri Ross made a motion to approve $175,000 scholarship funding for the 2020-2021 recruiting year. Geralyn Gough seconded the motion. All in favor, motion passed.
- Approval of Operations Manual **–** Julie Hart thanked the By-laws committee for their work on updating the manual. Motion: Geralyn Gough made a motion to approve the Operations Manual as presented. Julie Hart seconded the motion. All in favor, motion passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2018-2019

Board of Directors:

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
Ruthanne Ashworth, Faculty (Alfred) - (2017)
Patrick Barry, Friend of College - (2013)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
David Haggstrom, Friend of College - (2009/2017)
Julie Hart, Friend of College, Vice President, Board of Directors - (2003)
Casey Joyce, Friend of College - (2012)
Carissa Knapp, Friend of College - (2014)

Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative) - (2015)
Valerie Nixon, Executive Vice President, Ex-Officio - (2005)
Mark Payne, Faculty (Wellsville) - (2016)
Terri Ross, Alumni, Secretary/Treasurer, Board of Directors - (2012)
Sandra Sawyer, Friend of College - (2014)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Non-Board Committee Members:
Glenn Brubaker, Property Committee Ex-Officio, Director of Facilities (through 11/2018)
Dr. Craig Clark, Property Committee, Vice President, Economic Development, (1996)
Rose Cook, Audit and Finance and Property Committees, Business Manager - ACES
Jeff Cole, Public Relations Committee, Marketing Communications
Ellen Ehrig, Scholarship Committee Guest member
Joe Greenthal, Audit & Finance and Property Committees, Guest CFO
Jane Jamison, Scholarship Committee Guest member
R. Jack Jones, Property and Public Relations Committees, Chair, Building Trades Department
Jon Nickerson, Interim Director of Facilities, Ex-Officio (as of November 2018)
Russ Nunley, Public Relations Committee, Chief Marketing Officer
Betsy Penrose, Public Relations and Scholarship Committees, VP Enrollment Management
Julie Rose, Scholarship Committee, Senior Director of Student Records & Financial Services

BOARD UPDATES

Board of Directors met September 20, 2018, October 18, 2018, January 17, 2019, February 21, 2019, and April 18, 2019 and May 23, 2019.

Betsy Penrose, Vice President for Enrollment Management, replaced Deborah Goodrich in July 2018.

Glenn Brubaker was replaced by Jon Nickerson in November 2018.

Jeffrey Stevens was hired as Dean of the School of Applied Technology in April 2019.

Val Nixon will retire in June 2019. Joe Greenthal, Chief Financial Officer, will assume Val's role on the Board as Ex-Officio.

AUDIT AND FINANCE COMMITTEE - Terri Ross, Chair

Audit and Finance Committee met September 20, 2018, October 18, 2018, January 17, 2019, February 21, 2019, and March 21, 2019.

Budget 2018-2019

Investment Account Balance (Sage Rutty):	$977,064.08 (May 15, 2019)
Checking Account Balance:	$ 95,853.17 (May 15, 2019)
Line of Credit:	$ 0

The operating budget was $724,344.95 for 2018-19. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $175,000 for 2019-20.

Goals for 2018-2019 remained the same as 2017-2018.

Katrina Smith from Sage Rutty met with the Committee. During summer 2018, $200,000 from the investment account was used for summer projects. Committee agreed to maintain a minimum balance of $1 million in the investment account for now.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Committee approved to fund $1,000 to assist four students to travel to California to assist Historicorps' renovation of buildings at a state park.

Faculty from the autobody program met with the committee to discuss status of the wreck/rebuild program. Committee will be informed of the status of the program for cash flow purposes in the future.

Committee approved the purchase of a new laptop computer for the Operations Manager.

Budget 2019-2020

The committee recommends the budget of $714,344.95 for 2019-2020. Committee recommended and approved $175,000 for 2020-21 Scholarship funding.

BY-LAWS COMMITTEE - David Haggstrom, Chair

By-Laws Committee met on October 2, 2018, and February 14, 2019.

Committee goals for 2017-2018 remained in place for 2018-19.

The Operations Manual was reviewed and updated. Committee composition was reviewed. Titles of Ex-Officio committee members were revised throughout the document to agree with current titles at the college. Non-Director committee member lists will be reviewed at the annual board meeting. Committee Goals were moved into the Appendix. Updated Manual will be brought to the board for approval at the Annual meeting on May 23, 2019.

Patrick Barry (Friend of College), George Goetschius, President (Alumni), Carissa Knapp (Friend of College), Peter McClain (Faculty-Administrative), Mark Payne (Faculty – Wellsville) and Sandy Sawyer (Friend of College) terms expire on June 30. All current Friends of College agreed to a second term, with the exception of Carissa Knapp, who chose not to continue. The committee will solicit nominations to fill the vacancy. Faculty Senate solicited nominations for the expiring terms of Peter McClain and Mark Payne, and both were re-elected to fill the positions for another five-year term.

Nominations were solicited for the office of Vice President (two-year term). Incumbent vice president Julie Hart declined to run for another term. Elections will take place at the Annual Meeting on May 23.

PROPERTY COMMITTEE - Patrick Barry, Chair

Property Committee met August 30, 2018, October 11, 2018, December 11, 2018, February 7, 2019, March 7, 2019, and April 18, 2019.

The Wellsville Campus Budget request for 2018-2019 was:	$459,000
The Wellsville Campus Budget request for 2019-2020 is:	$399,000

The majority of each budget is a combination of capital and non-capital projects. The remainder is $60,000 for Repairs and Maintenance.

Wellsville Campus Projects: Work continued on the Workforce Development building. Once the mezzanine railing is installed (planned for maintenance over the summer) and the fire doors installed (outside contractor), the Certificate of Occupancy should be obtainable. The Health and Wellness services were relocated to the Pioneer Student Union and the old Health Center building was removed from campus. Campus administration continues to work with the Institutional Advancement office seeking a donor/s for the Culinary Arts addition.

Meservey Hill Subdivision: House #55 will be completed and for sale in May 2019. House #56 is underway for May 2020 completion. A prospective buyer has expressed interest in House #56 when complete. Trees were removed from lot and a floor plan was approved for House #57. An alternate building project may delay the start of building House #57 in fall 2019. After completion of House #57, there is only one lot remaining in the subdivision. Updated budget codes were created to better align with the National Association of Home Builders and will be used beginning with House #57.

Meservey Hill South: Significant time was spent evaluating and discussing options for developing a plan this property. Committee will continue its discussions and work with the Town of Wellsville Highway Superintendent Dean Arnold to determine options for access to the property.

Properties Owned by Foundation: The five-year agreement for holding onto the property at 48 Chestnut Street, Andover, NY, expired. An appraisal of the property came in at $65,000. Committee reached out to the Church family, and committee received waivers of the right of first refusal from the daughters. The committee is currently in the process of entering into a purchase agreement with the current tenant where rent paid ($800 per month) from June 1, 2019 – May 31, 2020 would be deducted from the purchase price ($65,000) of the home. If current tenant does not purchase the home by May 31, 2020, house will go on the market for $69,000.

Properties donated by Doug Barber remain listed with a realtor; however, there has been no activity.

Betty Brown Property – There is a portion of this property still owned by the Ed Foundation that is being used by Alfred State's athletic teams. With liability a major concern, the Committee recommended to the board to pursue a short-term (two-year) lease agreement with the college alleviating the Foundation of any liability, in order to allow further discussion on a final decision of the property. SUNY is working on the lease agreement.

Sugar Hill Property – Committee is working with lawyer to obtain an easement on the Sugar Hill property to allow Allegany County/NYSEG to install the Emergency Services Tower.

Snyder Road Property – the College was offered a donation of ¾ of an acre of land in Alfred on the corner of Snyder Road. Committee recommended to the board to accept the donation on behalf of the college.

College Master Plan/Wellsville Campus Mossien Plan: A representative from SUNY has been assigned to look at the Wellsville campus to see if there is potential to receive funding from the SUNY Construction Fund to assist with upgrades and improvements to the campus.

PUBLIC RELATIONS COMMITTEE - Ruthanne Ashworth, Chair

Committee met September 6, 2018, December 6, 2018, February 19, 2019, and April 9, 2019.

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
    - New Board Member Kathy Markel
    - House #55 and House #56 Work Progressing
    - Historicorps trip to California for four Building Trades students
    - Peer Tutoring Support
    - Work Grant Support
    - Commencement Car

- The press release for the Completion of House #55 was moved to fall 2019 as the driveway and topsoil were not completed due to the inclement spring weather.
- Ed Foundation press releases were added to the college web site.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Updating of the photo gallery of Ed Foundation houses is in progress. Once photos of the houses missing from the gallery are taken, they will be added to the photo gallery. The photo gallery will then be rearranged in chronological order and exhibit a complete history of the homes built by Alfred State College students.
- Updated the Ed Foundation web site as needed.
- The College and Ed Foundation were featured in the Wellsville Chamber of Commerce window display for two weeks in May.
- Cornerstone was installed on House #55.
- Funded one-half of the expense to produce a sign for placement in front of the current house under construction (#57), which will hang in the Workforce Development Building upon completion of the house.

SCHOLARSHIP COMMITTEE - Betsy Penrose, Chair

Committee met on June 4, 2018, October 9, 2018, February 28, 2019. Final meeting for 2018-19 is scheduled for June 13, 2019.

- The Ed Foundation scholarship allocation for 2018-2019 was $175,000 which represents a $5,000 increase from 2017-2018. Scholarship funds were allocated as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions 135,000
      Total Allocated $175,000
- The final distribution for 2018-2019 scholarships was as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions 134,500
      Total Expended $174,500

  Ed Foundation scholarships were under awarded by $500 which was used to help support the college's Excellence in Education scholarship expenses.
- No funds were awarded for retention grants.
- The yield of scholarship funds expended from those offered was 32 percent which was a decrease from the previous year's rate of 38 percent. This is the lowest yield rate for scholarships that the college has experienced. Much of this decrease can be attributed to the highly competitive admissions environment and significant competition, particularly from private institutions, for fewer high school graduates.
- Scholarships were awarded to 518 new and returning students during the academic year compared to 496 in the previous year.
- Of the 478 fall recipients, 78 percent received over a 3.0 grade point average. Eighty-six (18 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight increase compared to last year when 17.6 percent were ineligible.

2019-2020 Educational Foundation, Inc.

Property Committee – August 29, 2019

Meservey Hill Updates

- House #55 – The summary budget report was distributed. Jack Jones reported the inside is complete but there are still a few outside items waiting to be completed including pouring the patio, finishing the driveway and some site work. Jack estimates finishing costs to be approximately $11,500, bringing the total cost of the house to $204,723, which does not include the lot cost or administrative fees (gas, electric, building permit, plans, etc.). Purchase price was discussed. Motion: Peter McClain made a motion to recommend to the board to set the asking price of House #55 at $234,500. Joe Greenthal seconded the motion. Motion passed unanimously.
- House #56 – The budget report was distributed. Jack Jones noted the house is on schedule and within budget. With students just returning to campus, no progress has been made since last meeting. There was one inquiry to purchase the house, but Jack has not heard anything recently and is unsure if that individual is still interested.
- House #57 – Jack reported the only work to be done at this site this year will be the garage and the foundation due to the shipping container project. There will be one lot remaining on Meservey Hill after House #57 is completed.

Wellsville Campus Projects

- Summer Projects – Jeff Stevens reported that most of the summer was spent working on office moves. Student Services was moved out of the H Building into the Drafting/CAD building. University Police will be moved out of the H Building into the old Administration Building this semester. An office for Human Resources is also being created in the Administration building to combine the administrative services to the campus. The IT area is moving out of the temporary classroom and will be transferred to the first floor of the Administration Building. The temporary classroom building will then be empty. Some parking lots were sealed, fire escape and sidewalk work were also done. The Truck & Diesel area and the freshman auto area were repainted. Jeff will take any interested committee members to see the work.
- Workforce Development Building – Flooring has been installed upstairs, faculty are in the offices, carpentry is now located in the building. A few items are still incomplete – upstairs bathrooms, railing, and ceilings should be completed in the next few weeks. Jeff anticipates the Certificate of Occupancy will be obtainable by the end of September or early October.
- Culinary Arts Building – no news.
- Campus Maintenance - Work was done to stabilize buildings to keep rodents out, a fire alarm panel was replaced in the administration building. Progress is being made with the car collection. Still have approximately 24 cars, which is about half of what they used to have. Millings from the Alfred campus are being used on the Wellsville campus.
- Building Trades/HVAC Renovations – Jeff Stevens reported he is continuing to work on grants with Provost Poppo.

Old Business

- County Emergency Services Tower – The County is still looking for the easement to allow the installation of electric at the site. George Goetschius has been in contact with Peter Degnan, but with George excused from today's meeting, the status of the paperwork was unknown, so no action was taken.
- Betty Brown Property – Val Nixon was unable to finalize the lease agreement with SUNY prior to her retirement. Joe will be following up with Kelly Lester, SUNY Legal Counsel.
- Andover Property – Pat Barry noted the full board passed the changes to the lease agreement. Pat has the signed agreement from Andrew Smith and he will get George Goetschius' signature on the agreement. Rent will be applied to the purchase price until January 2021. At that time, the Ed Foundation will enter into an agreement to sell the property to Andrew Smith.
- Additional Land Options – Pat Barry noted the Town of Wellsville has a piece of land (14.666 acres) on Trapping Brook Road that they would like to donate to the Ed Foundation. Shad Alsworth, Supervisor, has discussed this with the Town and Village boards, and all are in favor. If the Ed Foundation board approves the donation, it will go back to the Town of Wellsville and will then have to go out for public comment. Some discussion about what the land could be used for followed including creating a subdivision with smaller homes. Jack Jones noted the curriculum has been rewritten and is flexible. Motion: Casey Joyce made a motion to recommend to the full board to enter into an agreement with the Town of Wellsville to acquire the 14.66-acre parcel in the Town of Wellsville on Trapping Brook Road to be used for student projects. In exchange, the School of Applied Technology will work cooperatively with the town of Wellsville to share resources as a result of the collaborative project. Peter McClain seconded the motion. Motion passed unanimously. Pat asked members to keep this confidential until the Town of Wellsville makes it public. Jeff Stevens noted that this committee will continue to look at other land options.

New Business

2019-2020 Goals – The current goals were reviewed and revised. Goals for 2019-2020:

1. Review, update and continue implementation of Master Plan for the Wellsville Campus.
2. Continue to look at acquiring property for future development and review and make recommendations regarding use and/or disposition of Foundation property as requested by the Board.
3. Sell House #55.

Public Relations Committee – September 5, 2019

The 2018-2019 calendar was reviewed. Press releases are on schedule.

- ✓ September 2018 – New board members Kathy Markel
- ✓ October 2018 and ongoing – Scholarship awards
- ✓ November 2018 – Update on House #55 and House #56
- o November 2018 – Historicorps trip to CA for Building Trades Students
- o February 2019 – Peer Tutoring
- o March 2019 – Work Grant
- o April 2019 – Groundbreaking for House #57 – move to Fall 2019
- o May 2019 – Completion of House #55 - move to Fall 2019
- ✓ May 2019 – Commencement Car
- ✓ May 2019 – Chamber of Commerce Window

Possible future releases:

- o Workforce Development Building
- o Auto body Wreck/Rebuild program
- o Meservey Hill South
- o China Decathlon Home Replica

Old Business

- Website update – Photo gallery – Mark Payne will take the pictures and Jeff will then organize the Flickr site.
- Ed Foundation History – in progress.
- Cornerstone for House #55 –Cornerstone has been installed.
- Advertising of homes – nothing to report.

New Business

- 2019-2020 Calendar – members in attendance agreed to create a calendar for 2019-2020 and send it out electronically for all members to review and revise as necessary.
- o October 2019 and ongoing – Scholarship Awards
- o October/November 2019 – Workforce Development Building
- o November 2019 – Groundbreaking for House #57
- o December 2019 – Completion of House #55
- o February 2020 – Peer Tutoring
- o March 2020 – Work Grant
- o April 2020 – Autobody Wreck/Rebuild program
- o May 2020 – Completion of House #56
- o May 2020 – Chamber of Commerce Window

- May 2020 – Commencement Car
- June 2020 – Skills USA
- Possible Future Press Releases:
    - Meservey Hill South
    - China Decathlon Home Replica
    - Shipping Container Project
- 2019-2020 Goals – The 2018-2019 goals were reviewed. Committee members present agreed the goals for 2019-2020 should remain the same as those for 2018-2019.

By-Laws Committee – September 19, 2019

New Business

- 2019-2020 Goals – Goals were reviewed. **Motion:** Julie Hart made a motion that the goals from 2018-2019 remain the same for 2019-2020. Sandy Sawyer seconded. Motion passed unanimously.
- Friend of the College Vacancy – a replacement for Carissa Knapp is needed. Committee members have not received any nominations; however, Julie Hart recommended Val Nixon. Julie noted she mentioned it to Val previously, but is unsure if interested. David Haggstrom will contact Val to see if she is interested. Mary will also send a reminder to the board members to see if any board member has a recommendation.
- Committee Composition -The Scholarship Committee needs a board member. Mary will forward the committee listing for 2019-2020 to committee.
- Annual Review of Membership – There are five board members whose first term will be up in June 2020.
- Review of Operations Calendar – calendar was reviewed. No changes necessary.

Audit & Finance Committee Meeting – September 26, 2019

Guest Presentation: Katrina Smith, Sage Rutty, distributed the investment portfolio analysis and reviewed it with the committee members. Katrina recommended changes to the portfolio to reduce the international exposure. She will send in her proposed changes and will wait to hear back from the committee. The portfolio return was about 15% this year. Committee requested more information be included in the annual portfolio in the future, including a pie chart, Katrina agreed to send additional documentation. Committee thanked Katrina for her report.

Operating Revenues – Terri Ross reported it was necessary to borrow $100,000 for cash flow over the summer - $50,000 was borrowed on June 14 and $50,000 on July 8. The lease payment of $647,995 from SUNY was received on July 25, so the line of credit was paid off on August 1. Cost to use the line of credit was $392. As of September 24, there is $550,650 in the checking account and $1,016.135 in the investment account. There were no unusual expenditures.

Old Business

Status of Workforce Development Building – the flooring on second floor has been completed; a contractor was hired to finish the second-floor bathrooms, the sprinkler heads need to be turned

down. Getting close to be able to obtain the certificate of occupancy. Students are working on a shipping container project this year and all containers are in the WDB.

Campus Projects – Jeff Stevens distributed the budget sheet and reviewed it with committee.

Property Updates – Andover lease has been signed by all parties. Students will be finishing up the land work around House #55, and it will be ready to sell. House #56 is on schedule and within budget. Minimal work will be done on House #57 due to the shipping container project that students will be working on this year. This project is funded by the SUNY Chancellor.

Student Emergency Loan Agency Account – Rose Cook is still working on this. It will remain under old business.

New Business

- 2019-2020 Goals – Goals were reviewed and discussed. Motion: Peter McClain made a motion to remove "Mossien" from goal #9 and the remaining goals remain the same as 2018-2019. David Sengstock seconded. Motion passed unanimously.
- Truck Donation – Jeff Stevens requested that the Ed Foundation accept a donation of a dump truck to be used by students. The Ed Foundation will only be a pass-through. Discussion following with concern raised about the Foundation's liability. Jeff noted there would be no liability. Motion: Peter McClain made a motion to recommend to the full board to accept the donation of the dump truck. Terri Ross seconded the motion. All in favor; motion passed. During discussion, it was discovered the By-Laws committee should review the Operations Manual as it pertains to donations.
- Net Assets designated for Working Capital – It was determined the committee needs to formally vote on the use of any available net assets designated in the budget for working capital.
- George Goetschius noted he still has the unsigned easement for NYSEG and the lease agreement with the County. A discussion regarding possible revenue from the tower followed.

Board of Directors – September 26, 2019

Motion: Terri Ross made a motion on the recommendation from the Audit and Finance Committee to accept the dump truck. Mark Payne seconded the motion. Motion passed unanimously. As a result of this discussion, the By-Laws committee will review the Operations Manual at their next meeting as it pertains to donations.

Motion: Pat Barry made a motion on the recommendation of the Property Committee to set the asking price for House #55 at $234,500. Casey Joyce seconded the motion. Motion passed unanimously.

Scholarship Committee – October 8, 2019

Scholarship Report Review

2018-2019 Scholarship Report: Kathy Markel distributed the 2018-2019 Educational Foundation final scholarship report and noted that 518 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 453 spring admissions scholarship recipients, 29 received a 4.0, 327 received a 3.0-3.99, 59 received a 2.5-2.99, 26 received a 2.0-2.49, 12 received a 1.0-1.99, and none received less than a 1.0 GPA.

2019-2020 Scholarship Report: Kathy Markel distributed the summary of the 2019-2020 scholarship awards following fall 2019 registration. The Educational Foundation allocated $175,000 for scholarships – $40,000 for the Distinguished Scholars program and $135,000 for admissions scholarships. Currently, $200,000 in Ed Foundation funds have been awarded for the 2019-2020 academic year, an over-award of $25,000. In addition to the $40,000 support for the Distinguished Scholars Excellence in Education scholarship, $160,000 in admissions scholarships have been awarded to 162 students. The admissions scholarships are broken down as follows: $131,500 for Academic Distinction, $17,000 for Phi Theta Kappa, $6,500 for Transfer Scholarships and $5,000 for Vocational Excellence. The Unrestricted Fund of $3,150, earmarked for retention, was awarded to six students. College sponsored and Coordinated Scholarships were reviewed, noting the total scholarships offered to date is $4,390,652.31. Kathy noted $433,000 awards have been offered, $160,000 is expected, with a yield rate of 37%, though she anticipates that will decrease and be similar to last year's rate of 32%.

Old Business

Budget for 2020-2021 - $175,000

New Business

Annual Report -- Betsy Penrose distributed and reviewed the Annual Report for 2018-2019.

Scholarship Yield Reports – Kathy Markel distributed the yield reports noting the yield percentage remained flat for most scholarships except for the Excellence in Education, which showed an increase from 46.7% to 52.1%.

Goals for 2019-2020 -- Goals were reviewed. Motion: Ellen Ehrig made a motion for goals to remain the same as those from 2018-2019. David Haggstrom seconded. Motion passed unanimously.

Review of Operations Calendar **–** Committee calendar was reviewed, and minor revisions were made, including the addition to completing the Annual Report.

Property Committee – October 10, 2019

Meservey Hill Updates

- House #55 – Jack Jones distributed the budget and noted students are finishing up the landscaping and driveway. Once finished, the house is ready to sell.
- House #56 – Jack Jones distributed the budget. The house is on schedule for May 2020 completion and on budget.
- House #57 – Jack Jones noted that students will be completing the foundations for the house and garage but only building the garage this year due to the shipping container project. Building the garage will give the students the required wood framing experience. Jack distributed the estimated budget for the garage, which is using the industry-standard budget codes. Discussion followed. Committee expressed concern about the seemingly high cost of the garage and requested a complete budget for both the house and garage. Jack will prepare the budget, and the committee will meet briefly before the board meeting to make a decision on the garage.

Wellsville Campus Projects

- Workforce Development Building – Contractor will be finishing bathrooms; sprinklers need to be turned down and then the certificate of occupancy should be obtainable. The contractor for the dust collection system has agreed to use student help, which will give students a good experience and save some money on the project.
- Culinary Arts Building – no report.
- Campus Maintenance Projects – work has been done on the SAMC building; a new sidewalk is being installed next to the Culinary Arts Building; new doors have been installed on the Pioneer Student Union and other buildings on campus.
- Building Trades/HVAC – no news to report at this time.

Old Business

- County Emergency Service Tower – Pat Barry took the proposed lease from Allegany County to attorney Peter Degnan, told him they would like to add a clause to the lease pertaining to any revenue generated from the tower in the future, but Pat has not heard back from him. As discussion ensued, it was suggested wording also be added to the lease that states the property would be returned to its original state and the tower be removed if the tower was no longer going to be used. Further discussion followed regarding the NYSEG easement and whether there should be two separate easements – one for the college and one for the Ed Foundation. Pat will meet with the lawyer again.
- Betty Brown Property – Joe has talked to SUNY legal, and they sent him a draft agreement, which he will forward to committee for review and discussion.
- Additional Land Options – Pat Barry feels it would be best to have Shad Alsworth come to the next Board meeting to answer any questions board members may have. Pat Barry and Casey Joyce looked into the parcel and both are convinced the parcel is not located in a flood zone. Committee feels it is important to give the Town of Wellsville an answer after the October 17 board meeting. If the board approves, the proposal will still have to go to a public hearing.
- Master Plan – A brief discussion of the Master Plan took place. Jeff Stevens noted he and Jon Nickerson have been in contact with a local Architecture firm to work on a master plan that addresses the buildings and grounds. Jon Nickerson will forward the proposal from the firm for the committee's review.

Property Committee Special Meeting – October 17, 2019

Budget for House #57 - Jack Jones distributed copies of the March 7, 2019 meeting minutes wherein building the detached garage for House #57 was included. Jack also distributed the proposed budget for House #57 and a cost history of the Meservey Hill homes, house numbers 41 – 55. The history shows square footage of the homes including garages, the cost per sq. ft. and the percent of increase year to year. The projected budget for House #57 is $245,100, a 4.48% increase in cost per sq.ft. from House #56. Jack noted the cost per sq. ft. increased an average of 4.5% for the last three houses. Discussion followed with committee members sharing concerns about the ability to sell homes in the $200,000 range in the current market while also realizing the importance of maintaining the "class" of the homes in the Meservey Hill development. Motion**:** Joe Greenthal made a motion to approve the projected budget of $245,100 for House #57. George Goetschius seconded the motion. Motion passed unanimously.

Audit & Finance Committee – October 17, 2019

Operating Revenues – David Sengstock reported the balance in the checking account is $409,163. The fall scholarship payment of $115,000 was paid; there is $60,000 remaining for the spring scholarship payment. The balance in the investment account is $1,018.258 of that $28,346 is cash. There were no unusual expenditures, and the budget is in good shape.

Old Business

Status of Workforce Development Building – George Goetschius reported the sprinkler heads still need to be turned down, but they are getting close to obtaining the certificate of occupancy.

Campus Projects – With Jeff Stevens excused, there was nothing to report.

Property Updates:

- House #55 – George Goetschius reported students are finishing up the landscaping and driveway, and it will soon be ready to sell.
- House #56 is on schedule and within budget.
- House #57 – George reported the plan for this year is to complete the foundations for the garage and house, and to complete the garage. Jack Jones presented the Property Committee with an estimate of $54,000, and the committee asked for an estimate of the entire project – house and garage. Property Committee will be meeting to review and discuss the estimated budget for the house and garage.

Student Emergency Loan Agency Account – Rose Cook is still working on this. It will remain under old business.

New Business

Wreck Rebuild and Donated Car Accounts – Rose Cook reported there are currently two accounts – one for the wreck rebuilds, which are the cars that are purchased, rebuilt, and sold, and one for the donated cars, which are cars donated to the program. Rose noted, as a result of the recent audit, a change must be made in the way these accounts are reported. These accounts need to come off the balance sheet and be reported on the income and expense statement. This change will not affect anything except for the way it goes through the books. Rose also noted if faculty need funds from the accounts, they will need to make the request to the Ed Foundation Board. Discussion followed. Motion: Rose Cook made a motion to move the two automotive accounts from the balance sheet to the income statement. Jim Knapp seconded the motion. Motion passed unanimously

Board of Directors – October 17, 2019

Mr. Craig Stevens, Bonadio & Co., LLP, distributed the draft audit and presented the audit findings for the year ending June 30, 2019. Mr. Stevens described the new accounting standards for Not-for-Profit Entities that were adopted for 2019 which include: reducing the number of classes of net assets from three to two; adding a requirement for presentation of expenses in both natural and functional classification, as well as the allocation method of these expenses; eliminating the requirement to disclose the components of investment return, as well as reporting investment return net of external and direct internal investment expenses, and adding a requirement for qualitative and quantitative disclosures regarding the Foundation's liquidity and availability of resources. Mr. Stevens noted no transactions entered into by the Foundation for the year lacked guidance or consensus; the financial statement disclosures are neutral, consistent, and clear; there were no difficulties in dealing with management in

performing and completing the audit; nor were there any material misstatements identified during the audit. The analysis of the past five years was reviewed. Noted items include the rent remains consistent from last year, the investment income decreased but is consistent with market performance, scholarships and awards increased slightly, and the depreciation expense is expected to continue to increase as the Workforce Development Building is put into service. Cash flow from operating activities is $338,000, an increase from last year's $202,000. Mr. Stevens noted the Educational Foundation's balance sheet is very strong. Once the final audit is received, it will be distributed to board members.

Mr. Shad Alsworth, Supervisor, Town of Wellsville, joined the meeting to discuss the proposed donation of the parcel of land in exchange for student labor to help build a town highway building complex, which would include offices for the town clerk, board of assessors, code enforcement officer, bookkeeper, etc. A blueprint of the building was shared with members. Board members were concerned about the donated parcel being located in a flood zone, but research confirmed the property is not in a flood zone. Concern was also raised about following the curriculum and students receiving the appropriate experience, as this would be a more commercial build. Mr. Alsworth stated the Town can be flexible and will work with faculty and students to ensure program outcomes are met. Discussion followed. It was agreed the next step will be to have Jack Jones, building trades department chair, review the drawings to determine if it would be an appropriate project for the students

Property Committee – November 21, 2019

Meservey Hill Updates
House #55 - Jack Jones distributed copies of budget. Jack noted limited work has been done on the driveway and landscaping due to the weather. Jack reported there was a issue with the water having a sulfur smell. A water treatment system was purchased for $800 and has remedied the issue. The $800 is not yet reflected in the budget. As of this date, there has been no expressed interest in the house. Jack Jones will discuss advertising of the home with the Public Relations committee at its meeting on December 3. Jack believes the house will be completed under budget.

House #56 – Budget was distributed, and revealed house is on budget. Jack Jones noted the students are working on the front porch floor, hanging doors and doing trim work. Cabinets are finished and will be installed once the trim is installed. The house is slightly behind schedule.

House #57 – The foundation for the garage is in and is ready for backfill. Walls will be framed before break. This project is on a slower track due to the shipping container project. Jack Jones also noted if the project with the Town of Wellsville is approved, House #57 will be put off, but the garage will be completed.

Wellsville Campus Projects

Workforce Development Building – Jon Nickerson reported there are a handful of ceiling tiles that need to be reinstalled. The electrical inspector will be on campus Monday for the final electrical inspection. Once the electric passes inspection, the code enforcement officer will be contacted. Anticipate Certificate of Occupancy by end of semester. Jeff Stevens noted the

cabinetry lab will be an open lab for now. Jeff met with a second vendor for a quote for the dust collection system.

Culinary Arts Building – Half of the new boiler system was installed, and the rest will be installed over winter break. There has been no news on the ARC grant that was submitted.

Campus Maintenance Projects – Student Services moved over the summer. University Police, Human Resources and IT will be moving into the Administration Building over winter break. A new sidewalk was installed by the Culinary Arts building.

HVAC/Building Trades Renovation – the OSHEI grant of $100,000 will allow for expansion of the HVAC program from 25 students to 40 students. The first floor will be plumbing, the lab in the back will be clean energy and HVAC will be housed on the second floor. Jeff Stevens noted the School of Applied Technology's enrollment this fall increased 50 students, due to Northland. On campus enrollment remains steady.

Old Business

County Emergency Services Tower – The easement with NYSEG has been approved through SUNY legal and is now with Office of General Services (OGS) for final approval. Joe Greenthal indicated the description in the easement includes both the property owned by the state and the property owned by the Educational Foundation. Joe is not certain OGS will sign off on the easement as written and may require a separate easement for the state property. Pat Barry will also contact Peter Degnan to see if the Ed Foundation should have a separate easement restricted for its own property. Pat Barry has been in contact with Peter Degnan about the lease agreement with Allegany County. Peter has contacted County Attorney, Carissa Knapp, and is waiting to hear back from her…he will contact her again.

Betty Brown Property – Joe Greenthal forwarded the draft proposed license agreement to committee. Joe indicated he would incorporate the farmland into the agreement. Pat Barry will get a copy to Peter Degnan for review. Pat Barry noted he went to the office of Real Property, and it appears there is some discrepancy with the property lines. He will continue to look into the issue.

Additional Land Options – Pat Barry summarized previous discussions regarding the Town of Wellsville proposal. At the September board meeting, this committee recommended to the full board that we enter into an agreement with the Town of Wellsville to accept the donation of a parcel of land owned by the town for future student projects. Meanwhile, the Town has approached the College about a real-world project for the students to participate in, in the near future. The item was tabled due to questions the board members had. Town Supervisor Shad Alsworth attended the last board meeting to answer questions. Board members were concerned about the experience students would receive, and it was suggested faculty be informed of the project to determine whether or not it is suitable for a student experience. Jack Jones noted that his faculty have met and discussed the project with Dean Arnold, town superintendent, and faculty agree the project, even though more commercial, will provide an appropriate building experience for the students. If agreement is approved, framing of the

building would start in the fall semester of 2020, and the heavy equipment program may partner with the Town during the spring 2020 semester.

A lengthy discussion regarding acceptance of the parcel followed. An assessment of the property will be necessary, and committee would investigate the possibility, and cost involved, of creating a subdivision. Motion: Craig Clark made a motion to recommend to the full board to enter into an agreement with the Town of Wellsville to acquire the 14.66-acre parcel owned by the Town of Wellsville on Trapping Brook Road to be used for student projects. Jim Knapp seconded the motion. Motion passed unanimously.

Public Relations Committee – December 3, 2019

The 2019-2020 calendar was reviewed. (Check mark (√) indicates item completed.)

- ✓ October 2019 and ongoing – Scholarship Awards
- October/November 2019 – Workforce Development Building – waiting for certificate of occupancy. Anticipate by end of year. Press release will be done then.
- November 2019 – Groundbreaking for House #57 – With the shipping container project, only the garage will be built this year. Committee agreed to move this to Future Press Releases until the house is started.
- December 2019 – Completion of House #55 – the house is complete. The asking price was set by the board at $234,500. Jack will send a photo of the home along with the features to Jeff Cole, so he can do the press release. Russ Nunley suggested instead of running a paid advertisement in the newspapers to sell the house, the press release be written indicating the house is now for sale.
- February 2020 – Peer Tutoring
- March 2020 – Work Grant
- April 2020 – Autobody Wreck/Rebuild program
- May 2020 – Completion of House #56
- May 2020 – Chamber of Commerce Window
- May 2020 – Commencement Car
- June 2020 – Skills USA
- Possible Future Press Releases:
    - Meservey Hill South
    - China Decathlon Home Replica
    - Shipping Container Project

Old Business

- Website update – Photo gallery – Mark Payne has it on his list. He will take the pictures and send them to Jeff, who will then organize the Flickr site.
- Ed Foundation History – in process.
- Advertising of homes – the procedure for selling homes and Open House was distributed and reviewed. Jack Jones will discuss the procedures with Jeff Stevens.

Audit & Finance Committee – January 16, 2020

Operating Revenues – The balance in the checking account is $295,806. The balance in the investment account is $1,107,931 of that $107,359 is in cash. With the investment account over $1 million and the consensus of the committee, the $107,359 was moved to cash for cash flow needs. There were no unusual expenditures. The income statement and budget summary

were distributed and reviewed. As a result of the of the audit, the two automotive accounts have been added to the income statement.

David Sengstock noted the final audit was received, with no changes to the draft audit that was distributed at the last board meeting. Terri will inform board members with information on the audit.

Old Business

Status of Workforce Development Building – Jeff Stevens reported the final electrical inspection was completed. The final inspection in order to obtain the certificate of occupancy was also completed. There were a couple minor issues with the placement of lights noted, but Jeff received verbal approval from the inspector that he would sign off on the sale certificate of occupancy. Jeff anticipates receiving it shortly.

Campus Projects – Jeff Stevens reported the University Police office has moved into the old administration building, and the building has been renamed “Campus Services”. Human Resources and IT offices will be moving into the building over the summer.

Property Updates:

- House #55 – is on the market, ready for sale.
- House #56 – a faculty member was in over break touching up dry wall. House is on schedule.
- House #57 – the foundation for the house and garage is complete. The permanent electric for the house and garage has been installed.
- Agency Loan Agency Account – Rose Cook is still working on this. It will remain under old business.

Wreck Rebuild and Donated Car Accounts – As noted previously, these accounts have been moved to the income statement.

New Business

David Sengstock reported he received correspondence from IAC, the company that appraises the Wellsville campus properties. The last full appraisal was done in 2011, but Rose noted the company performs annual updates on any changes to the campus buildings. The Ed Foundation pays approximately $400 per year to have the annual updates completed. The proposal submitted for the full appraisal of all properties was $3,720. Discussion regarding the full appraisal and the lease agreement followed. Peter noted that in 2016, the Ed Foundation’s lease agreement with the state was renewed for 5 years (through June 2021). We are currently receiving $2.15 per sq. ft. With the termination date of the lease agreement in June 2021, members agreed to add the appraisal to the agenda for the March budget meeting. Rose will look to see the history of previous lease agreements.

Property Committee – February 6, 2020

Meservey Hill Updates

House #55 – Students are waiting for weather to break in order to cap off the driveway. The budget for the house was distributed, revealing the house will be completed under budget. The

house is ready for sale. Jack will contact Jeff Cole and request “house for sale” be noted on the website. The house has recently been advertised on Zillow.

House #56 – Budget was distributed; house is within budget. Jack Jones noted the house is behind schedule, due to the resignation of two instructional support assistants, and does not anticipate completion of the home by the end of May. Students will be installing the cabinets and starting the tile work in the next few weeks.

House #57 – The foundation for the garage is in and the framework is up. Anticipate the garage will be finished this spring and within budget.

Wellsville Campus Projects

Workforce Development Building – The Certificate of Occupancy has been received! Jeff Stevens received a quote for the dust collection system for the carpentry lab and is waiting on a couple more. Jeff has met with Jon Nickerson to discuss work on the mezzanine.

Culinary Arts Building – The new boiler system is working well. The ARC grant was resubmitted after answering a few questions; still waiting to hear back. A donor has expressed a desire to replace the floor in the restaurant, bakery and a classroom. The Mardi Gras dinner is scheduled for February 25. With the large turnouts in the past, the dinner will be held in the gymnasium.

Campus Maintenance Projects – Completion of the Workforce Development building in order to get the certificate of occupancy was the focus. Discussion about paving projects over the summer have begun. The parking lot in front of Culinary Arts building is on the list. Jeff noted they will begin to plan for replacement of the membrane roofs.

HVAC/Building Trades Renovation – equipment from the OSHEI grant is rolling in. A contractor, Emcor, will be ready to begin renovations of the old carpentry lab in mid-February. A PIF grant was received which will supply equipment for the new clean energy lab. Jeff is working on another grant that includes funds for building renovation in addition to equipment.

Old Business

County Emergency Services Tower – Pat Barry received the proposed lease agreement from Peter Degnan that included the two points the board wanted included in the agreement: 1) if money is generated from the tower, the Ed Foundation would receive a share of that, and 2) if the tower is no longer being used, the tower will be removed and the land will be returned to its original state. Pat sent the agreement to George Goetschius for his review.

Easement with NYSEG – Nothing new to report. Pat Barry did ask Peter Degnan if the Educational Foundation should have a separate easement restricted with its own property description, but he has not heard back. Joe Greenthal has not heard anything from the Office of General Services (OGS).

Betty Brown Property – Joe Greenthal updated the agreement. He will forward the draft proposed license agreement to committee for their review.

Additional Land Options – Pat Barry noted that it is not as easy for the Town of Wellsville to donate the property to the Educational Foundation without the quid pro quo. The town is working with their lawyers to figure out a way the donation can be done.

Pat Barry noted he was approached by an individual who would like to donate a parcel to the Educational Foundation. The parcel is approximately four acres located at the intersection of River Road and Fords Brook Road and anticipates that three or four homes can be built there. Jack Jones and Jeff Stevens have looked at the parcel and find it acceptable for the building trades program. Conversations will continue with the owners once they return from Florida.

Master Plan – There has been no movement on this. Jeff Stevens and Jon Nickerson are looking at a ground usage plan. There will be a cost for the evaluation, and Jeff plans to include that in next year's budget. Jeff has a facilities' planning meeting with campus administration, after which he will have more information.

New Business

Hornell Downtown Revitalization Initiative (DRI) – Joe Greenthal recapped President Sullivan's report regarding the $10 million grant to the City of Hornell. Joe noted a meeting is scheduled for February 13 to further discuss the submitted proposals. The proposal that would include the Educational Foundation is the proposal to renovate two floors of the old Tuttle & Rockwell store. Joe will have more to report on the projects that are moving forward after the meeting on February 13.

By-Laws Committee – February 4, 2020

New Business

- Board Vacancy – Committee discussed the "friend of the college" vacancy on the board with the departure of Carissa Knapp. George Goetschius noted that Pat Barry announced that he is planning to leave the area sometime this spring and Julie Hart indicated she will step down when her term expires in June. George noted letters went out to the three other board members whose terms expire in June. Responses have not yet been received by all of them. There are currently two individuals who have expressed interest in joining the board – Val Nixon and David Harkenrider. Motion: Geralyn Gough made a motion to recommend to the board that Val Nixon be appointed to fill the current "Friend of the College" vacancy on the board. Mark Payne seconded the motion. Motion passed unanimously. Further discussion regarding the upcoming vacancies followed. Motion: George Goetschius made a motion to recommend to the board that David Harkenrider be appointed to fill the next vacancy. Mark Payne seconded the motion. All in favor, motion passed. Julie Hart also noted Paul McCormick may be interested in a position on the board. It was noted that the individual replacing Pat Barry will fill out Pat's term (which expires in 2024) and would then be eligible to stay on for two more five-year terms.
- Number of board members – There was a discussion at the last board meeting whether there was a 'range' of the number of board members, or if there was a specific number. Committee reviewed the By-Laws and confirmed there is a specific number – 15 voting board members and three ex-officio members.

- Quorum discussion – a request was made at the October board meeting for the By-laws Committee to consider revising the current definition of “quorum” in the By-Laws. A lengthy discussion followed, and committee members agreed the current definition of “quorum” in the By-Laws provides a necessary safety net and they agreed to leave the definition as written. Committee structure was also discussed, and members agreed there is no need to make changes at this time.

Scholarship Committee – February 19, 2020

Scholarship Report Review

2019 - 2020 Scholarship Report: Kathy Markel distributed the 2019-2020 Educational Foundation scholarship report, noting that 528 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 499 fall admission scholarship recipients, 58 received a 4.0, 330 received a 3.0-3.99, 61 received a 2.5-2.99, 34 received a 2.0-2.49, 13 received a 1.0-1.99, and three received less than a 1.0 GPA. Of the total fall scholarships awarded, 87 students (17.4 percent) were ineligible to continue receiving their scholarship. Kathy noted for fall 2018 scholarship recipients, 86 out of 478 (18 percent) were ineligible to continue receiving their awards. Admissions offered $433,000 in scholarships to students and expended $142,000 resulting in a yield rate of 33 percent, which is a slight increase from the previous year when the yield was 32 percent. The Educational Foundation allocation of $175,000 was divided $40,000 for the Distinguished Scholarship Program and $135,000 for Admissions. The expenditure for 2019-2020 was $182,000 ($40,000 for the Distinguished Scholarship Program and $142,000 for Admissions, which is $7,000 over the allocation. The college is being asked to cover the additional $7,000. Kathy noted the reason for the overage was that there was an increase of $8,000 in the Academic Distinction scholarship and an increase of $4,000 in the PTK scholarship. The Transfer Scholarship decreased $3,000 and there was a $1,500 decrease in the Vocational Excellence scholarships. Kathy also pointed out the $3,150 allocated for retention was well-spent as the GPAs for the recipients of those funds were 3.49 and above. The total scholarship funds awarded by the campus is $4,009,739.61.

Scholarship Yield Reports: Kathy thanked Ellen Ehrig for her time compiling the data for the yield reports. From the data, Kathy noted the yield percentage for the Excellence in Education, Presidential, and Academic Distinction Scholarships increased compared to fall 2018; the All-American Scholarship decreased slightly. The Freshman Scholarship Yield report from 2015-2019 was distributed. It revealed with the exception of the Academic Distinction Scholarship, the yield percentage was greater for students entering a baccalaureate program as compared to student entering an associate degree program.

2020-2021 Scholarship Report: The Educational Foundation allocated $175,000 for scholarship funding for the 2020-2021 recruiting year – $40,000 for the Distinguished Scholars program and $135,000 for admissions scholarships. Currently, $340,000 in Ed Foundation funds have been awarded for the 2020-2021 academic year. Kathy noted applications are down approximately 14 percent, accepted students are down approximately 11 percent, but paid students are currently up by five students compared to fall 2019. It is too early to say where we will end up.

Old Business

Budget for 2020-2021 - $175,000

New Business

Budget Request for 2021-2022 recruiting year. Committee discussed the current allocation. Motion: George Goetschius made a motion to request $175,000 for the 2021-2022 recruiting year. Ruthanne Ashworth seconded the motion. All in favor, motion passed unanimously.

Audit & Finance Committee – February 20, 2020

Operating Revenues – The balance in the checking account is $205,415. The balance in the investment account is $975,495, of that $117,377 is in cash.

Operating Revenues – The balance in the checking account is $209,805.87. The balance in the investment account is $1,130,447.95, of that $117,368 is in cash. There were no unusual expenditures.

David Sengstock noted the spring scholarship payment of $59,500 was paid.

Old Business

Status of Workforce Development Building – The Certificate of Occupancy has been received! The Capital Projects budget report was distributed and reviewed. Jeff Stevens reported he is working on getting quotes for work on the mezzanine to be completed over the summer, and he is waiting on a second quote for the dust collection system.

Campus Projects – Work on the HVAC build-out will begin with plumbing drain on first floor during spring break. A grant for $120,000 for clean energy lab equipment has been secured and Jeff is current writing another grant $150,000 which would include funds for building renovation. Jeff also noted they are meeting with an engineer to rework the plan for the Freshman Auto Gantry; the building renovations for the CAD/Administration building is 70 percent complete and will come in under budget. The secondary hot water boiler in culinary arts building is complete. Quotes for paving this summer are coming in, and Jeff will begin planning for roof replacements, beginning with the freshman and senior auto roof issues. Jeff also noted there were some unexpected items that have been taken care. Jeff assured the committee, he would not go over budget, but would spend out the allocation.

Property Updates:

- House #55 – is on the market, ready for sale. Once weather breaks, students will grade off the driveway with gravel and/or limestone. House was completed under budget. Jeff Stevens noted he showed the house to a potential buyer.
- House #56 – House is currently behind schedule, due to the resignation of two support staff in the program for health reasons. He will provide an update at next meeting.
- House #57 – the foundation for the house and garage is complete. The garage rafters are up and is ready for sheathing.
- Agency Loan Agency Account – Rose Cook reported the college no longer wants to maintain this account. Rose will work on closing the account by the end of the year.
- Campus Appraisal – this will be discussed at the Budget Meeting in March.

New Business

Rose Cook reported that she received a check for $500 from the college for a student who did not use his scholarship. Rose asked the committee for their recommendation on what to do

with the $500. After some discussion, committee agreed to return the check and fund the budgeted amount to scholarships for $175,000.

Board of Directors – February 20, 2020

Motion: Julie Hart made a motion on the recommendation of the By-Laws committee to appoint Val Nixon to fill the vacancy left by Carissa Knapp and appoint David Harkenrider to fill the remaining term of Pat Barry. Casey Joyce seconded the motion. Motion passed unanimously.

Public Relations Committee – February 25, 2020
The 2019-2020 calendar was reviewed. (Check mark (√) indicates item was completed.

- ✓ October 2019 and ongoing – Scholarship Awards
- ✓ October 2019 – Shipping container project
- o October/November 2019 – Workforce Development Building – the Certificate of Occupancy was received. Jeff Cole will contact Jeff Stevens.
- November 2019 – Groundbreaking for House #57 – With the shipping container project, only the garage will be built this year. Committee agreed to move this to Future Press Releases until the house is started.
- ✓ December 2019 – Completion of House #55
- o February 2020 – Peer Tutoring
- March 2020 – Work Grant
- April 2020 – Autobody Wreck/Rebuild program
- May 2020 – Completion of House #56 – It was noted the house is behind schedule and will not be completed in May. This item will be moved to the fall 2020 and will ask Jack Jones for update.
- May 2020 – Chamber of Commerce Window
- May 2020 – Commencement Car
- June 2020 – Skills USA
- Possible Future Press Releases:
    - Meservey Hill South
    - China Decathlon Home Replica

Old Business

- Website update
    - Photo gallery – will ask Mark for an update.
    - House #55 – Ruthanne noted that House #54 is still showing on the website. Jeff Cole will update the website noting House #55 is for sale, and House #54 is sold. A request was also made to update the video, and to add Jeff Stevens as the contact person for individuals interested in the home.
- Ed Foundation History – in process.
- Advertising of homes – House #55 does not appear on Zillow. Mary will follow-up with Jeff Stevens.

New Business

Budget request for 2020-2021 – Last year's request was $750. Discussion followed about possible expenditures for next year, and committee agreed to keep the request the same.
Motion: Betsy Penrose made a motion to request $750 for the 2020-2021 year. Sandy Sawyer seconded the motion. Motion passed unanimously.

Property Committee – March 5, 2020

Meservey Hill Updates

House #55 – Jack Jones reported there was no change to the budget. Students are waiting for weather to break in order to cap off the driveway and finish landscaping. There has been interest in the home, and Jeff Stevens reported that Lisa Darling will be showing both houses #55 and #56 to two families over the weekend.

Zillow – Jeff Stevens reported he had tried to advertise House #55 on Zillow but was unable to list the house without paying a fee. A fee of $250 per month for a minimum of 3 months would be required. After discussion, committee agreed to hold off advertising on Zillow until next meeting in May. Committee will decide at that time whether to advertise.

House #56 – Budget was distributed; house is within budget. Jack Jones noted the tiles for the kitchen and bath have been purchased, the electric is going in and students are painting the trim and doors. The house is still behind schedule. If an offer is made on the house, it may be necessary to hire someone to finish the work. Jack noted it would be mostly punch list items that would need finishing and possibly the porch rail, touch-up painting and clean-up. The estimated total for the house is $236,135.

House #57 – Jack Jones reported that everything is going as planned. The students are sheathing the garage roof and will be starting the siding. Anticipate the garage will be finished this spring and within budget.

Wellsville Campus Projects

Workforce Development Building – Nothing to report. The Certificate of Occupancy has been received.

Culinary Arts Building – Still waiting to hear back on the ARC grant. Jeff Stevens reported a donor has expressed a desire to replace the flooring in the restaurant, bakery and a classroom. Options are being looked at.

Campus Maintenance Projects – Completion of the Workforce Development building was the focus in order to get the certificate of occupancy. Discussion about paving projects over the summer have begun. The parking lot in front of Culinary Arts building is on the list. Jeff noted they will begin to plan for replacement of the membrane roofs.

HVAC/Building Trades Renovation –Jeff met with an engineer to discuss the 2nd floor renovations.

New Business

Budget Request for 2020-2021 – Jeff Stevens presented the proposed capital projects budget that has been reviewed and approved by both the Wellsville and Alfred facilities team and administration. Jeff worked closely with Jon Nickerson on the budget. Jeff noted there are

items remaining in this year's budget that will be completed this summer, and the entire 2019-2020 budget allocation will be used. The 2020-2021 budget request includes $270,000 for capital projects, $60,000 for maintenance and repairs, $9,000 for paving, an additional $5,000 for the campus fire alarm inspection, and an additional request of $21,000, for a total of $365,000. Projects for 2020-2021 include the Workforce Development Building Mezzanine floor, the dust collection ductwork, fire alarm/sprinkler upgrades to tie the old building trades into the 2nd floor of the old building trades building, the freshman auto gantry, painting of auto trades, carpet for the Pioneer Student Union, annual paving, and roof replacements to begin annually. Motion: Jeff Stevens made a motion to present the proposed 2020-2021 budget of $365,000 to the Audit & Finance Committee. George Goetschius seconded the motion. Motion passed unanimously. Rose will add the request into the proposed 2020-2021 budget.

Determination of the Value of Donated Property – Pat Barry asked how land donated to the Ed Foundation is valued. The land has to be appraised by an independent appraiser if it hasn't already been appraised. Jeff Stevens noted he would be able to get the appraiser who appraised the Church family home, if necessary. It was noted that donated property must be held for at least three years. The property is approximately four acres owned by Harold Short and Jerry Peet. There may be some delay with this since one of the owners recently passed away.

Solar PV Proposal – Joe Greenthal reported the college explored the possibility of a solar array on the Alfred campus a few years back but determined it would not be financially feasible. The conversations then moved to explore the possibility on the Wellsville campus, since much of the Wellsville campus pays a commercial rate for electric (11 cents per kWh) and this pricing would be around 8 cents per kWh. A proposal drafted on April 9, 2019 from the New York Power Authority (NYPA) had been sent to committee members for their review. Joe noted there would be no costs to the Ed Foundation; any costs would be held by the college. Location options for the solar array were discussed at length, as it could not be accessible to the public and would have to be fenced off. Motion: George Goetschius made a motion that Joe Greenthal continue to investigate the feasibility of solar panel array on the southern end of the campus property. Jack Jones seconded the motion. All in favor, motion passed unanimously.

Price on House #56 – Since House #56 is going to be shown along with House #55, Jack Jones requested that an asking price be set on the house. The value of the house, including the lot, is estimated around $248,500. Committee members agreed that the price would have to be approved by the full board, and since the house is not yet complete, it is not realistic to set a price at this time. Committee agreed that interested parties could be informed that a more definitive price will be available in May, after the price is approved by the full board.

Audit & Finance Committee – March 31, 2020

Operating Revenues – The balance in the checking account is $241,482.43. The balance in the investment account is $924,670.58, of that $117,376.52 is in cash. There were no unusual expenditures.

2020 – 2021 Budget Review

The preliminary budget prepared by Rose Cook was reviewed.

The committee received the following requests for funding for 2020-2021:

- Scholarship Committee - $175,000
- Peer Tutoring $ 5,500
- Public Relations Committee $ 750
- Hog Wild Day $ 1,500
- Skills USA $ no specific amount (kept in $7,500)
- Work Grant (standing request) $ 10,000
- Commencement Car $ 5,000
- Capital project request $291,000

Rose noted the lease payment will increase slightly due to the increase in square footage of House #57 compared to House #55, Repairs & Maintenance increased $5,000 to $65,000 to include the annual fire alarm service/inspection; Insurance – estimating a 2% increase; License & Fees – Rose noted $4000 was added to cover an industrial appraisal, which the committee had previously discussed. Rose noted the vehicle inventory has been included in the 2020-2021 budget per the recommendation of the last audit. Rose and Dave will get with Jeff Stevens to finalize the vehicle budget numbers. ACES is adding a 2% increase. Geralyn Gough recommended at 2% increase to Walker Business Staffing for the Operations Manager. The Bonadio audit was overbudget for 2019-2020 but Rose indicated it will go back down for 2020-2021. Rose left the funds for the Commencement Car, as Commencement has only been postponed, and she expects it may take place at some point. Due to the pandemic, Rose noted Skills USA and Hog Wild Day were cancelled for this year, there is just over $1,000 from Board Meals and none of the Board Discretionary funds were used this year, a total of approximately $12,500. Discussion of what the Ed Foundation can do with the unused funds to help support the students and/or the college followed. Joe Greenthal reported on the challenges the college and the students are currently facing due the pandemic. Joe noted all classes are currently being taught on-line. Discussions are on-going as to how the lab component in programs will be handled. Joe noted the challenges of trying to get laptops and internet access to those students without it, and also noted how faculty have raised to the challenges through all of this. He noted Alfred State has responded to the request from the State regarding available space in the event it is needed. Dorms and the Pioneer Student Union are possible options. Joe also noted there are currently 52 students still living on campus.

Rose Cook and David Sengstock will talk with Jeff Stevens regarding the vehicle portion of the budget and will resend the budget. Committee agreed to have a phone conversation prior to the Board meeting so a recommendation on the budget can be made to the full board and also to further discuss options of how the Ed Foundation might help the college or students with the unused funds from this year's budget.

Public Relations Committee – April 9, 2020

The 2019-2020 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ October 2019 and ongoing – Scholarship Awards
- ✓ October 2019 – Shipping container project
- ✓ October/November 2019 – Workforce Development
- ✓ December 2019 – Completion of House #55
- o February 2020 – Peer Tutoring
- o March 2020 – Work Grant

- May 2020 – Chamber of Commerce Window – postponed due to pandemic
- May 2020 – Commencement Car – postponed due to pandemic
- Possible Future Press Releases:
    - Completion of House #56 – the house will not be complete by May
    - Groundbreaking for House #57 – garage is almost complete but will wait until the house is started to do the press release
    - Autobody Wreck/Rebuild program
    - Meservey Hill South
    - China Decathlon Home Replica
    - Skills USA – competition was cancelled in 2020

Old Business

- Website update
    - Photo gallery – Mark has photo for most of the missing houses (Numbers 1,7,8,13,17,18,21,28 and 35). He will meet with Jeff Cole once he has the addresses with the appropriate house.
    - House #55 – till showing on the website. Jeff Cole will update the website noting House #55 is for sale, and House #54 is sold. A request was also made to update the video, and to add Jeff Stevens as the contact person for individuals interested in the home.
- Ed Foundation History – in process.
- Advertising of homes – A brief discussion of advertising House #55 followed. Due to the pandemic, it was noted in-person viewing of homes was not currently being allowed. It was also noted that Jeff Stevens was unable to advertise the home on Zillow without paying a fee. Mary noted that the Property Committee also discussed advertising but decided to hold off as Jeff Stevens had reported the house was going to be shown in early March to some interested individuals.
- Budget request for 2020-2021 – The $750 requested by the committee has been included in the preliminary budget, which will be presented to the full board on April 23.

Audit & Finance - April 23, 2020

2020 – 2021 Budget Review: Committee reviewed the changes to the budget since the March 31 meeting including the $8,500 for Automobile Sales under Income, the Expense of $7,250 for the wreck rebuild, and the 2% increase for Walker Business Staffing. Rose Cook noted the automobile sales and wreck rebuild figures are estimates based on past sales and cost of parts. This is the first year these have been included in the budget as recommendation from the auditors**.** Motion: Jeff Stevens made a motion to approve the adjusted budget and recommended presenting the budget of $714,851.00 to the board. David Sengstock seconded the motion. All in favor, motion passed.

Discussion followed regarding the unused funds from the 2019-2020 budget due to cancellation of events due to the pandemic. Options were discussed as to how to use the unspent funds to best serve the students in need and recognize the Educational Foundation as the donor. Motion: Julie Hart made a motion to allocate the remaining funds from the 2019-2020 budget ($12,000) to a one-time scholarship fund for students in financial need who have a gap in funding their education. David Sengstock seconded the motion. Motion passed unanimously.

Property Committee Special Meeting – April 29, 2020

House #55. The committee previously set the sale price of House #55 at $234,500. A purchase offer of $185,000 was received. Discussion followed. Motion: Pat Barry made a motion to decline the purchase offer of $185,000. Jeff Stevens seconded the motion. Motion passed unanimously.

Jack Jones provided details on House #55 including the cost of materials - $205,000; lot cost - $12,600 and administrative costs - $12,000. Further discussion followed. Motion: David Sengstock made a motion to allow Jeff Stevens to counteroffer at $225,000. Peter McClain seconded the motion. Motion passed unanimously.

Discussion followed. Due to the move of all classes on-line due to the pandemic, it was noted the driveway and landscaping at House #55 was never completed. Motion: Casey Joyce made a motion to give Jeff Stevens negotiating latitude to $220,000 or, for this buyer, Jeff could accept an offer of $215,000 as is, with the driveway and landscaping incomplete. David Sengstock seconded the motion. Motion passed unanimously.

Appraisal of Wellsville Campus Property – David Sengstock informed the committee of the appraisal process. Annually Rose Cook provides updates to buildings to the Industrial Appraisal Company. The last full appraisal of the property was completed in 2011. The annual updates cost $400. David reported the funding for a full appraisal ($4,000) has been included in the 2020-2021 budget. Committee discussed the rationale for doing a full appraisal. It was noted our insurance costs are not based on the full appraisal per Rich Ewell of Richardson & Stout. The advantage of the full appraisal would be knowing the value of the property if the state were to consider purchasing the Wellsville campus. Committee agreed to keep the budget line for next year and if it were determined a full appraisal was necessary, one would be scheduled.

Property Committee – May 7, 2020

Meservey Hill Updates
House #55 – Jeff Stevens reported he contacted the prospective buyer to decline his offer of $185,000 and countered with $225,000. The prospective buyer declined that offer stating the additional costs of finishing the house (e.g., the floors in living room and bedrooms) would be too much. Jeff then moved to $220,000. On May 4, 2020, the prospective buyer offered $190,500. Jeff then told the prospective buyer he was authorized to move to $215,000 **as is**, with landscaping and driveway incomplete. The prospective buyer asked that Jeff bring his offer of $190,500 to the committee. A lengthy discussion followed. It was reiterated the cost of materials for the home were $205,000, the lot and administrative costs add another almost $25,000. Committee agreed they do not feel they are at a critical point to sell the house nor do they wish to take a loss on the sale at this time. Cash flow would be affected if the house does not sell. David Sengstock noted if the house does not sell, it may be necessary to tap into the Line of Credit or the investment account to complete summer projects until the lease payment from the college is received. Jeff noted he could push back the purchase of the dust collection system for the Workforce Development Building to the next year and could also cut back on summer paving if necessary. Motion: David Sengstock made a motion to decline the offer of $190,500. Peter McClain seconded the motion. Motion passed unanimously.

House #56 – Plans are underway to remove the equipment from the porch that was left there and clean up around the house for the summer. There has been no movement on this house with students doing all online learning.

House #57 – Jack Jones noted the faculty are formulating a plan to get the garage roof covered with tarps for the summer until the students return and can finish shingling.

Wellsville Campus Projects

Workforce Development Building – Jeff Stevens reported the electrical contractor is working on finishing the electric in the cabinetry lab so the senior carpentry lab can move in for the fall semester. Plans to install toilets in the bathrooms on the second floor are also underway.

Culinary Arts Building – No updates.

Campus Maintenance Projects – The new HVAC building (the old Building Trades building) finished the office build out for the faculty member and replaced the T12 lights with the new LED lights. Equipment is being moved out of the building to allow the painters to paint. New carpet was installed in the student lounge area on the second floor of the Pioneer Student Union.

Summer Campus projects - $103,000 has been allocated for the dust collection system. Jeff Stevens has been working with the vendor. Total project will be approximately $118,000. They are at the point where they are narrowing it down. If it is necessary to hold off on the project. Jon Nickerson has a meeting with Brian Insley on May 14 to discuss paving.

Old Business

County Emergency Services Tower – Currently waiting to hear from NYSEG regarding the easement for an update. Both the college and the Ed Foundation need separate easements. The agreement with the county is still in draft form.

Betty Brown Property – Joe Greenthal reported they are trying to lump together all the Ed Foundation properties to make a consolidated agreement releasing the Ed Foundation of any liability. The agreement is currently with SUNY legal and there hasn't been much movement.

Solar PV Proposal – At the March 5, 2020, meeting, committee agreed to continue with the investigation of the feasibility of the solar panel array on the old Otis Eastern property. Joe Greenthal noted all parties were interested in moving forward at that time, however, with the current financial uncertainties due to the coronavirus, it has been put on hold.

Determination of the Value of Donated Property – Pat Barry asked how land donated to the Ed Foundation is valued. The land has to be appraised by an independent appraiser if it hasn't already been appraised. Jeff Stevens noted he would be able to get the appraiser who appraised the Church family home, if necessary. It was noted that donated property must be held for at least three years. The property is approximately four acres owned by Harold Short and Jerry Peet. There may be some delay with this since one of the owners recently passed away.

Value of Donated Property – Casey Joyce will investigate the status of the parcel that was to be donated by Harold Short and Jerry Peet.

Master Plan – Committee will revisit this agenda item at a meeting in the fall.

New Business

- Allegany County Land Bank – Jeff Stevens reported a representative from the land bank has contacted him to see if the Educational Foundation would be willing to partner in contract with some new builds. They currently have two vacant lots – one has utilities, and one does not, one required a block foundation, one requires a poured foundation. The land bank would provide up to $50,000 seed money and the Ed Foundation would kick in the rest. When the homes were sold, the Ed Foundation would receive their money back first and the remainder would go back to the land bank. The homes would be a such simpler home compared to the homes on Meservey Hill. The students would build the homes on the college timeline, so the learning opportunities would not be affected. Jeff Stevens has talked to the Provost about this, and she is supportive. Jack Jones and Jeff will be meeting to further discuss. Concerns raised were geared toward the timeline of when the land bank wanted the homes started. If it is this fall, the shipping container project and the garage at House #57 would still have to be completed, and the completion of House #57 would have to be pushed back. Jack Jones shared his concerns including the commitment to help the Town of Wellsville with the town barn, the steady decline in enrollment in the program and, although he is not against building smaller homes, he is concerned how that might impact enrollment as the style and architecture appeal of the current homes are an attraction to prospective students. Jack stated he is willing to meet with the land bank representative to find out more details about the project, however, he does not want to over commit and under deliver. The advantages of the project included no financial risk to the Ed Foundation, community benefits with housing for lower income families, and that would be good PR for the Ed Foundation. Motion: George Goetschius made a motion to allow Jeff Stevens to further investigate a partnership with the Allegany County Land Bank. Jack Jones seconded the motion. Motion passed unanimously.

Board of Directors – May 21, 2020

Motion: Casey Joyce made a motion on the recommendation of the Property Committee to approve the sale of House #55 for $215,000 as is, with the driveway and landscaping incomplete. Julie Hart seconded the motion. Motion passed unanimously. NEW BUSINESS

New Business

Proposed 2020-2021 Budget – The proposed budget of $714,851 was presented to the board and reviewed. Motion: Peter McClain made a motion to approve the proposed 2020-2021 budget as presented. David Haggstrom seconded the motion. Motion passed unanimously.

Scholarship funding for 2021-2022 – Motion: Casey Joyce made a motion to approve $175,000 for scholarship funding for the 2021-2022 recruiting year. Ruthanne Ashworth seconded the motion. Motion passed unanimously.

Unused 2019-2020 funds – Motion: Peter McClain made a motion on the recommendation of the Audit & Finance Committee to use the savings from the 2019-2020 budget to establish a one-time $12,000 scholarship fund of with the Development Fund to assist any students in financial need. Mark Payne seconded the motion. Motion passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2019-2020

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
Ruthanne Ashworth, Faculty (Alfred) - (2017)
Patrick Barry, Friend of College - (2013)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Julie Hart, Friend of College, Vice President, Board of Directors - (2003)
Casey Joyce, Friend of College - (2012)
Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative) - (2015)
Mark Payne, Faculty (Wellsville) - (2016)
Terri Ross, Alumni, Secretary/Treasurer, Board of Directors - (2012)
Sandra Sawyer, Friend of College - (2014)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Non-Board Committee Members:
Dr. Craig Clark, Property Committee, Vice President, Economic Development, (1996)
Rose Cook, Audit and Finance and Property Committees, Business Manager - ACES
Jeff Cole, Public Relations Committee, Marketing Communications
Ellen Ehrig, Scholarship Committee Guest member
Jane Jamison, Scholarship Committee Guest member
R. Jack Jones, Property and Public Relations Committees, Chair, Building Trades Department
Jon Nickerson, Interim Director of Facilities, Ex-Officio (as of November 2018)
Russ Nunley, Public Relations Committee, Chief Marketing Officer
Betsy Penrose, Public Relations and Scholarship Committees, VP Enrollment Management
Julie Rose, Scholarship Committee, Senior Director of Student Records & Financial Services

BOARD UPDATES

Board of Directors met September 26, 2019, October 17, 2019, January 16, 2020, February 20, 2020, and April 23, 2020 and May 21, 2020.

Patrick Barry resigned from the Board as of May 1, 2020.

Carissa Knapp completed her first term on the board (6/30/2019) and elected not to renew for a second term. Her vacancy was not filled during the year.

AUDIT AND FINANCE COMMITTEE - Terri Ross, Chair

Audit and Finance Committee met September 26, 2019, October 17, 2019, January 16, 2020, February 20, 2020, March 31, 2020, and April 23, 2020.

Budget 2019-2020

Investment Account Balance (Sage Rutty):	$ 990,858	(May 14, 2020)
Checking Account Balance:	$ 104,455	(May 14, 2020)
Line of Credit:	$ 0	

The operating budget for 2019-2020 was $714,344.95. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Work Grant Funding, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $175,000 for 2020-21.

Goals for 2019-2020 remained the same as 2018-2019, with the exception of the removal of "Moissien" from Goal #9. Goal now reads "Continue to explore and provide financial support for the implementation of the Master Plan."

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization. As a result of the audit, the Wreck Rebuild and the Donated Car accounts were removed from the balance sheet and will now be reported on the Income and Expense statement.

Due to the Coronavirus pandemic, which resulted in the cancellation of Hog-Wild Days, NYS Skills USA, in-person Board meetings, etc., there was approximately $12,000 in unused funds from the 2019-2020 budget. Committee recommended to the board to establish a one-time $12,000 scholarship fund to assist students in financial need who have a gap remaining in funding their education.

Committee agreed to budget for a full appraisal of the Wellsville campus in 2020-2021 and funding for the appraisal is included in the budget.

Budget 2020-2021

The committee will recommend to the Board a budget of $714,851 for 2020-2021. Committee also recommends $175,000 for 2021-22 Scholarship funding.

BY-LAWS COMMITTEE - David Haggstrom, Chair

By-Laws Committee met on September 19, 2019, and February 4, 2020.

Committee goals for 2018-2019 remained in place for 2019-2020.

There were two nominations for the vacancy left by Carissa Knapp (Friend of College). Patrick Barry (Friend of College) submitted his resignation effective May 1. Geralyn Gough (Friend of College), Julie Hart (Alumni), Jim Knapp (Friend of College), and Terri Ross (Alumni) all have their first term expiring June 30, 2020. Julie Hart (Alumni) and Terri Ross (Alumni) chose not to

continue for another term. Faculty Senate solicited nominations for the expiring term of Ruthanne Ashworth. Ashley Shaloo was elected to fill the position. Committee recommended to the board that Val Nixon and David Harkenrider be appointed to fill the vacancies of Carissa Knapp and Patrick Barry, respectively. The vacancies left by Julie Hart and Terri Ross will be filled after review of the list of eligible Alumni.

Committee was asked to consider revising the current definition of "quorum" in the by-laws. Committee agreed the current definition provides a necessary safety net and agreed to leave the definition as currently written.

Nominations were solicited for the office of President and Secretary/Treasurer of the Board. Elections will take place at the Annual Meeting on May 21, 2020.

PROPERTY COMMITTEE - Patrick Barry, Chair (replaced by Casey Joyce on May 1)

Property Committee met June 27, 2019, August 29, 2019, October 10, 2019, October 17, 2019, November 21, 2019, February 6, 2020, March 5, 2020, April 29, 2020, and May 7, 2020.

The Wellsville Campus Budget request for 2019-2020 was:	$399,000
The Wellsville Campus Budget request for 2020-2021 is:	$365,000

The majority of each budget is a combination of capital and non-capital projects. The remainder of $65,000 is for Repairs and Maintenance.

Goals for 2019-2020 were revised to include:

1) Review, update and continue implementation of Master Plan for the Wellsville campus.
2) Continue to look at acquiring property for future development and review and make recommendations regarding use and/or disposition of Foundation property as requested by the Board.
3) Sell House #55.

Wellsville Campus Projects: The Certificate of Occupancy was received for the Workforce Development Building. Student Services moved out of the H Building into the Drafting/CAD building. University Police, IT and Human Resources now have offices in the Administration building. A new boiler system was installed in the Culinary Arts building and new sidewalk was installed next to the Culinary Arts Building. Campus administration continues to work with the Institutional Advancement office seeking a donor/s for the Culinary Arts addition.

Meservey Hill Subdivision: Due to the Coronavirus pandemic, all coursework was moved to on-line and student work on the homes was stalled. Asking price for House #55 was set at $234,500. House #55 was completed except for the driveway and landscaping, however, a purchase offer on the home was received "as is". There has been some interest in House #56; however, the student learning experience would be affected, and faculty agreed not to sell House #56 at this time. The projected budget for House #57 of $245,100 was approved. It was determined only the detached garage would be started during the 2019-2020 year, due to the Shipping Container project on which the students are working. Construction of the garage was

started and since the roof did not get finished, it will be covered for the summer and completed in the fall. After completion of House #57, there is only one lot remaining in the subdivision.

Meservey Hill South: No definitive plan was decided on for this property as other options arose during the year.

Properties Owned by Foundation: The five-year agreement for holding onto the property at 48 Chestnut Street, Andover, NY, expired. The committee entered into a purchase agreement with the current tenant where rent paid ($800 per month) from June 1, 2019 – January 31, 2021, would be deducted from the purchase price ($65,000) of the home. If current tenant does not purchase the home by January 31, 2021, house will go on the market for $69,000.

Properties donated by Doug Barber remain listed with a realtor; however, there has been no activity.

Betty Brown Property – There is a portion of this property still owned by the Ed Foundation that is being used by Alfred State's athletic teams. With liability a major concern, the Committee recommended to the board to pursue a short-term (two-year) lease agreement with the college alleviating the Foundation of any liability. SUNY legal continued to work on the lease agreement, but an agreement has not yet been presented to the Educational Foundation.

Sugar Hill Property – Committee continued working with Allegany County/NYSEG and lawyer to finalize an easement on the Sugar Hill property to allow Allegany County to install the Emergency Services Tower. Progress was stalled due to the Coronavirus pandemic.

Other:

Committee was approached to determine the Foundation's interest in accepting donations of two separate parcels of land. Donations have not yet been finalized.

Committee agreed to further investigate the proposal from the New York Power Authority to determine the feasibility of solar array panels on the southern end of the Wellsville campus (old Otis Eastern property).

Committee agreed to investigate a partnership with the Allegany County Land Bank.

College Master Plan/Wellsville Campus Plan: A proposal was received from a local Architecture firm to address the buildings and grounds of the Wellsville campus. Review of the proposal is ongoing and will continue.

PUBLIC RELATIONS COMMITTEE, Ruthanne Ashworth, Chair

Committee met September 5, 2019, December 3, 2019, February 25, 2020, and April 9, 2020.

- Press releases were sent out for each Educational Foundation scholarship recipient.
- Additional press releases were sent out on behalf of the Educational Foundation for:
    - Completion of House #55
    - Shipping Container project
    - Workforce Development Building
    - Peer Tutoring Support

    - Work Grant Support
- Scheduled press releases for the remainder of the 2019-2020 academic calendar:
    - Chamber of Commerce Window on hold pending social distancing
    - Commencement Car release rescheduled pending graduation
    - Autobody Wreck/Rebuild Program on hold pending social distancing
- The press release for the Completion of House #56 was moved to fall 2020 due to all classes moving online due to the coronavirus pandemic.
- Bio sheets and photos were maintained for all Ed Foundation Board members.
- Updating of the photo gallery of Ed Foundation houses is in progress. Several photos of the houses missing from the gallery were taken and will be added to the photo gallery. The photo gallery will then be rearranged in chronological order and exhibit a complete history of the homes built by Alfred State College students.
- Updated the Ed Foundation website as needed.
- Featuring of the College and Ed Foundation in the Wellsville Chamber of Commerce window was postponed due to the pandemic.
- Plans are in place to have the cornerstone installed on House #56.

SCHOLARSHIP COMMITTEE - Betsy Penrose, Chair

Committee met October 8, 2019 and February 19, 2020.

- The Ed Foundation scholarship allocation for 2019-2020 was $175,000. Scholarship funds were allocated as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions 135,000
      Total Allocated $175,000
- The final distribution for 2019-2020 scholarships was as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions 142,000
      Total Expended $182,000

  Ed Foundation scholarships were over awarded by $7,000 primarily due to an increase in the number of students who qualified for the Academic Distinction scholarship. The college covered the additional amount.
- No funds were awarded for retention grants.
- The yield of scholarship funds expended from those offered was 33 percent which is a slight increase from the previous year's rate of 32 percent. The low yield rate can be attributed to the highly competitive admissions environment and significant competition, particularly from private institutions, for fewer high school graduates.
- Scholarships were awarded to 528 new and returning students during the academic year compared to 518 in the previous year.
- Of the 499 fall recipients, 78 percent received over a 3.0 grade point average. Eighty-seven (17.4 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents a slight decrease compared to last year when 18 percent were ineligible.

2020-2021 Educational Foundation, Inc.

PROPERTY COMMITTEE – August 27, 2020

Meservey Hill Updates
House #55 – Jack Jones reported that House #55 is sold, and the closing has taken place. Once the family has lived in the house for 30 days, the septic system has to be inspected; $8,000 is now is escrow until that test has been completed. The remaining proceeds of the house have been deposited in the bank. Jack reported there is a small punch list they are working on.

House #56 – Students who returned early to finish up course requirements from last semester worked on the interior finishes in the kitchen and bathrooms. Students in the heavy equipment program prepared the land for the septic system and the septic system will be installed this semester. The house is on track to be completed at the end of the spring semester. The budget for the house has not changed since last meeting.

House #57 – Jack Jones noted faculty volunteers worked on the garage roof and sheathed it to protect it from the weather over the summer. Plans for this year include pouring the floor, completing the roof, installing the siding, doors and windows on the garage. The foundation for the house will also be completed this year, and students will begin to build the house in fall 2021. Casey Joyce asked Jack to thank the faculty volunteers for their work.

Jack Jones reported that students are working with the Allegany County Land Bank at 79 Clark Street this semester, lending a hand with the house they are building. Jack noted Alfred State is in a support role as he is unable to manage the project with the current workload. Alfred State students are committed to digging the foundation and framing the walls, which will be done in the Workforce Development Building. Students may also assist with the electrical, plumbing and HVAC. Jack noted he recently attended a meeting, and the Land Bank has a very aggressive schedule they are required to meet. Jack noted this will be a good test run to see if Alfred State can continue a relationship with the Land Bank.

Jack also reported he has been in contact with Dean Arnold for the Wellsville Town Barn project, which is moving forward. They are currently waiting on the engineers, and the project is out to bid for materials. Alfred State students will assist with the site work – pouring concrete and setting the poles for the barn. Once the barn is complete, students will assist with building the offices. Jack noted that Dean Arnold is flexible with the timeline and happy with any work our students can do.

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens reported students are working on the shipping container project, which is housed in the building. The stairwell flooring is being installed and the bathrooms are being completed. The electric for the cabinetry lab is complete. There is now access between second floor and the old carpentry lab, which is now the new HVAC lab, which will allow for the move of the equipment. The cabinetry lab will be fully functional for the spring semester. Jeff also noted they are looking for an installer for the dust collection system.

Culinary Arts Building – Nothing to report.

Campus Maintenance Projects and Summer Campus projects – Jeff Stevens reported the parking lot for Culinary Arts and the Pioneer Student Union was milled and resurfaced. Handicap and visitor parking spaces were added. A pass-thru was created by the Culinary building and a parking lot was added behind SAMC. Painting was completed in the freshman auto center and back shop. The bookstore was moved into the old library, the lot in front of the Zero Energy Home was seal-coated and drainage was improved around the Auto Trades and Truck & Diesel buildings. New carpet was installed in the second floor of the Pioneer Student Union (PSU) and the tile was replaced in main entrance of the PSU.

Jon Nickerson reported on the preparation of the campus for the return of students due to the Coronavirus pandemic. The campus was sanitized by the maintenance and custodial staff, decals were placed to maintain the required 6' social distance between seating, signs have been installed on all entrances, all students, faculty and staff received a personal protective equipment kit (PPE) which includes two masks, a touchless door opener, 2 oz. hand sanitizer and a microfiber towel. Boxes of disposal masks alcohol wipes and face shields for the labs have been distributed around campus. Plexiglass has been installed around campus, seat cleaner has been installed in bathrooms and hand sanitizers and alcohol wipes have been placed in classrooms and labs. These same preparations were also done at Northland.

Old Business

County Emergency Services Tower – George Goetschius reported that he signed the easement for NYSEG on August 17 and signed the lease agreement with the county on August 18, but fully signed paperwork has not been received. George will follow up.

Betty Brown Property – Joe Greenthal reported he is trying to lump together all the Ed Foundation properties into one consolidated agreement releasing the Ed Foundation of any liability. He has discovered some discrepancy with the property lines. The college will engage a surveyor to survey the entire property and that document will be included with the final agreement.

Solar PV Proposal – Joe Greenthal reported that he has asked for a revised proposal from NYPA as the original proposal required a $45,000 investment from the college. With the current financial situation at the college, due to the pandemic, the college is not willing to invest the money at this time.

Additional Land Options – Jeff Stevens reported the paperwork for the donation of land by the Town of Wellsville (property located on Truax Road) is currently at the lawyer's office. Jeff will get a copy to George for his review. Jeff reported the next step will be to work on an annex for the utilities. Jeff will meet with Jack Jones and building trades faculty to determine what kind of homes should be built on that property. Jack Jones asked if there was anyone who could assist with an economic need evaluation to determine community need. Craig Clark offered to look into it through the IDA.

Casey Joyce reported that he reached out to Harold Short prior to this meeting regarding the possible donation of land but did not hear back. Casey will update members once he hears back from Mr. Short.

Master Plan – Jeff will pull together information from previous Master Plans, and committee will discuss at a future meeting.

Meservey Hill South Options – Jeff Stevens suggested we table this item for the future. With the donation of property from the Town of Wellsville, we now have other options for building homes. The property at Meservey Hill South, though a prime site which is currently being used for educational purposes, requires major preliminary work in order to build homes on the site. Jack Jones questioned whether the property should be logged to remove the Ash trees from the property. Joe Greenthal will provide Jeff Stevens the name of the forester the college used, and Jeff will follow up.

Andover Property – Jeff Stevens will follow up with the tenant, Andrew Smith, to confirm the purchase agreement will be finalized in January 2021.

New Business

- 2020-2021 Goals – Goals from 2019-2020 were reviewed and revised. Goals for 2020-2021 appear at the end of these minutes.

Public Relations Committee – September 3, 2020

Kathy introduced and welcomed Ashley Shaloo to the PR Committee and the board and thanked all members for their work on the committee.

Calendar Review

The 2019-2020 calendar was reviewed. (Check mark (√) indicates item was completed.

- ✓ October 2019 and ongoing – Scholarship Awards
- ✓ October 2019 – Shipping container project
- ✓ October/November 2019 – Workforce Development
- ✓ December 2019 – Completion of House #55
- o February 2020 – Peer Tutoring
- o March 2020 – Work Grant
- May 2020 – Chamber of Commerce Window – cancelled for 2020 due to pandemic
- June 2020 – Commencement Car
- Possible Future Press Releases:
    - Completion of House #56 – the house is on schedule to be completed May 2021
    - Groundbreaking for House #57 – Jack noted groundbreaking for house will take place in the next week or so.
    - Autobody Wreck/Rebuild program – postponed due to pandemic
    - Meservey Hill South – Jack noted this can be removed for now as other locations for building homes have been identified
    - China Decathlon Home Replica
    - Skills USA – competition was cancelled in 2020

Old Business

Website update

- o Photo gallery – Mark and Jeff will continue work to update the gallery.
- o Kathy Markel noted Houses #54 and #55 are still on the website. Committee agrees since both homes are sold, they should move to the photo gallery. Jack Jones will provide a rendering of House #56 with a list of key features to be added to the House for Sale portion on the website.

- Ed Foundation History – in process.

New Business

Calendar for 2020-2021 - committee agreed on the following press releases for the 2020-2021 year:

- September 2020 – New Board Members
- September 2020 – Groundbreaking for House #57
- October 2020 – Scholarship awards
- December 2020 – Completion of House #56
- February 2020 – Peer Tutoring
- March 2020 – Work Grant
- April 2020 – Autobody Wreck/Rebuild program
- May 2020 – Chamber of Commerce window
- May 2020 – Commencement Car
- Possible Future Press Releases
    - Unused funding for 2019-2020 for students in need
    - Donation of property from Town of Wellsville
    - Skills USA

2020-2021 Goals – Committee reviewed last year's goals and agreed the 2020-2021 goals remain the same as those for 2019-2020.

Other

- Roll up – committee discussed updating the current roll-up. Mary will retrieve the information on the current roll-up for review by committee.

By-Laws Committee Meeting – September 10, 2020

Old Business

David Haggstrom noted that the recommendations from the committee to the board to appoint Val Nixon and David Harkenrider to the Friends of the College vacancies created by the departures of Carissa Knapp and Patrick Barry were approved. The committee is still working to fill the two Alumni vacancies of Julie Hart and Terri Ross. Julie Hart had recommended that Paul McCormick may be interested. Mary Scholla will check to see if he is on the Alumni list.

New Business

- Board Vacancies – Two Alumni positions - George Goetschius noted a discrepancy in the By-Laws (pg. 8) wherein Article V Section 1 (b) it states that Alumni Members are appointed by the board in consultation with the Alumni Advisory Council and in Article V Section 2 the By-Laws state the Alumni Directors are appointed by the Alumni Office. Committee will look to clarify the process and revise the By-Laws as necessary.
- By-Laws review - It was noted that Valerie Nixon, in her review of the By-Laws, noted the following revisions to the By-Laws are needed:
    - On page 14, there is space for an approval date that has not been filled in. Committee discussed and agreed the approval date line on page 14 can be removed from the document as the front cover of the Operations Manual includes the approval date for the By-Laws and Operations Manual.

- On pages 18 and 22 there are outdated titles where it references the Administrative Vice President and the Executive Vice President. Committee agreed those changes can be made by using the updated language of "senior cabinet level official responsible for administrative affairs" in both cases.
- In an effort to limit the printing of the Operations Manual, George Goetschius suggested removing the appendices that change annually, i.e., Committee Appointments and Committee Goals (Appendix D and E). George also questioned the need for Appendix A and B in the manual. Committee discussed and agreed that Appendix A, B, D and E can be included in the manual as text, but do not need to be in the Appendix. Mary Scholla will make the changes for the committee's review. The Operations Manual will then be brought to the board at the annual meeting for approval of the changes.

- 2020-2021 Goals – the goals from 2019-2020 were reviewed. Motion: George Goetschius made a motion for the 2020-2021 goals to remain the same as 2019-2020. David Haggstrom seconded the motion. Motion carried.

Audit & Finance Committee Meeting – September 17, 2020

Katrina Smith of Sage Rutty reviewed the 10-year analysis report that she created for the Educational Foundation. Over the last ten years, $752,809 has been withdrawn from the account. Gains in the account over the past ten years are $902,549. Ten percent of the account is in cash and the current threshold limit, agreed upon by the committee, is $1 million. With the current balance in the account of $1,174,451, Katrina questioned if committee wanted her to move the amount over $1 million to cash. Discussion followed and committee agreed to hold off moving the overage to cash at this time due to the volatility of the market and lack of immediate need for additional cash. Committee will review again in a few months to determine if a change is necessary.

Operating Revenues – Peter McClain reported there were two draws from the Line of Credit on July 22 and July 28, 2020, $125,000 and $100,000 respectively. On August 19, the lease payment of $649,601 was received and the Line of Credit was paid off. Interest on the Line of Credit was $640.62. Proceeds of House #55 (minus the septic escrow) were received on August 25 in the amount of $203,042. The balance in the checking account is $710,260. The balance in the investment account is $1,174,451. There were no unusual account expenditures.

Old Business

Status of Workforce Development Building – Jeff Stevens reported the stairs at both ends of the building have been completed. Fire doors connecting the old building to the second floor of the Workforce Development Building have been installed. Equipment is being moved to the cabinetry lab, clearing out the second floor of the new HVAC area. Completion of the mezzanine and the dust collection systems will be the focus for this year.

Wellsville Campus Projects – Jeff Stevens reported the first floor of the new HVAC building (the old carpentry lab) is now occupied. The HVAC program has been expanded. Demo work has started on the second floor. Students will be doing some of the work and have started tearing out the ceiling. New carpet and tile were installed in the PSU. The PSU and Culinary Building parking lot was paved.

Property Updates – 48 Chestnut Street, Andover, NY – Jeff Stevens confirmed the sale of the house is planned for January 2021. House #55 has been sold. Proceeds have been received, less the amount in escrow waiting for the inspection of the septic system. House #56 – House is on schedule to be completed in May 2021. Jeff Stevens will be working with the faculty to finalize the budget, so the Property Committee can set a sale price for the house. There has been some interest in the home. House #57 – students will be putting in the foundation for the house this year and will be completing the garage. Students will also be working on the new town barn for the Town of Wellsville and with the Allegany County Land Bank at Clark Street. There will be one lot remaining after House #57 is complete.

Student Emergency Loan Agency Account – Rose Cook is hoping to have the account transferred by the end of the academic year.

Campus Appraisal – Committee discussed whether an appraisal is necessary at this time. Committee agreed, for now, to postpone a full appraisal and discuss with Rich Ewell in the spring.

Unused 2019-2020 funds – Peter McClain reported the board agreed to use the $12,000 in remaining funds from last year for students. Peter noted there are three options: 1) put the money in the SOS account, which would go to students in need, but the Ed Foundation would not be recognized, 2) create a one-time fund with the $12,000 or 3) add the $12,000 to the current endowment. Discussion followed. Motion: Val Nixon made a motion to recommend to the board to add the $12,000 of unused 2019-2020 funds to the already established endowment. George Goetschius seconded the motion. Motion carried.

New Business

- 2020-2021 Goals – Goals were reviewed. Jeff Stevens suggested goal #2 and goal #9 were similar and suggested they could be combined. Committee agreed with the change and also agreed the remaining goals should stay the same. Revised goals appear at end of these minutes.

Board of Directors Meeting – September 17, 2020

Old Business

- County Emergency Tower – The Ed Foundation has signed both the lease agreement from the county and the easement with NYSEG. We are now just waiting to receive fully signed copies of both agreements.

Property Committee Meeting – October 1, 2020

Meservey Hill Updates

House #55 – Jack Jones reported the punch list has been completed. Still waiting for the 30 days to pass for the septic system inspection in order to receive the $8,000 that is in escrow.

House #56 – Jack Jones distributed the budget for the house and reported it is in good shape. He noted some categories are over budget and some under as the old codes are still being used, and it is more difficult to put items into the correct category. Jack noted pine wood flooring was installed for the porch floor, and there are issues with the wood swelling and

shrinking. If they are unable to stabilize the floor, they will replace it using composite flooring. Students are preparing to put in the septic system. The house is on track to be completed at the end of the spring semester. Committee discussed a selling price for the house. Jack noted the house should be completed close to budget; however, he also noted that prices of some building materials have skyrocketed. Jeff Stevens noted he would like a “ballpark figure” to use for any prospective buyers. Motion: Peter McClain made a motion to recommend to the full board to set an initial selling price of $250,000 for House #56, which can be increased if necessary. Jeff Stevens seconded the motion. Motion passed unanimously.

House #57 – Jack Jones noted students have broken ground for the foundation and will be pouring the footers and start laying the block. The goal is to finish the foundation by the end of the year and begin framing the house in fall 2021. The garage is framed, and the floor has been poured. Students will be shingling the roof. Siding color is being selected. Jack distributed the budget noting that new building codes are being used, which provide more clarity.

Wellsville Campus Projects
Workforce Development Building – Jon Nickerson reported the electrical subpanel is ready to go for the cabinetry lab. Jon also reported they are waiting on materials to complete the bathrooms.

Culinary Arts Building – Jeff Stevens reported a donor has agreed to replace the flooring in the Refinery, the Emporium, and the Council Room with a vinyl plank floor. Materials have been selected, and installation will take place over the winter recess.

Campus Maintenance Projects – Jon Nickerson reported that the fire alarms and smoke detectors have been tested and inspected. Lift inspections will be completed after Thanksgiving when students are learning remotely.

Building Trades/HVAC Renovation – First floor is in full use. Students have opened up the second floor and are framing it up. Instead of installing a drop ceiling, it was decided to use a white metal siding for the ceiling for the shop.

Old Business
County Emergency Services Tower – The Ed Foundation has completed their part. Waiting to receive the fully signed paperwork.

Betty Brown Property – Joe Greenthal reported he has hired a firm to review, analyze and identify the Ed Foundation properties and those owned by the State. Once properties are identified, Joe will work with SUNY legal to create an agreement releasing the Ed Foundation of any liability on the properties owned by the Foundation but used by the State.

Solar PV Proposal – Joe Greenthal noted he heard back from the New York Power Authority (NYPA) and explained the issue that has arisen due to the fact that the Ed Foundation owns the Wellsville campus property where the solar panels would be installed, but the college pays the utility bills. Joe noted an agreement with NYPA would be a very time-consuming process. Craig Clark noted there are other entities that may work with the college and Ed Foundation and he will provide Joe with those contacts.

Additional Land Options – Jeff Stevens reported George Goetschius is currently reviewing the paperwork for the donation of land by the Town of Wellsville (property located on Truax Road). Jeff reported the next step will be to work on an annex for the utilities.

Casey Joyce reported that he reached out to Harold Short prior to this meeting regarding the possible donation of land but did not hear back. Casey will update members once he hears back from Mr. Short.

Town Barn project - Jack Jones reported he talked with Dean Arnold today and will be meeting with the architect early next week. Jack reported the site has been cleared but they ran into an issue with the digging of the holes, and the town needs to figure out how to stabilize the ground for the poles. Students are ready to help. Poles will arrive next week, and the trusses will arrive the following week.

Allegany County Land Bank Partnership – Jack Jones and faculty met with a representative from the Land Bank. Students dug the foundation. The contractor is working with the HVAC, plumbing, and electrical instructors to determine where, and if, students can assist. Jack noted it has been difficult to schedule students to assist with this project due to their aggressive timeline. Jack noted faculty are open to assisting in other projects in the future if a schedule can be planned.

Master Plan – Nothing to report at this time. Committee will discuss at a future meeting.

Andover Property – The purchase agreement will be finalized in January 2021.
New Business

- Purchase price for House #56 – discussed and motion was made under House #56 updates.
- Timber Harvest on Meservey Hill South – Jeff Stevens has contact information from Joe Greenthal and will be reaching out to the individual in the near future.

Scholarship Committee Meeting – October 8, 2020

Scholarship Report Review

2019-2020 Scholarship Report: The 2019-2020 Educational Foundation final scholarship report was reviewed noting 528 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 480 spring admissions scholarship recipients, 44 received a 4.0, 347 received a 3.0-3.99, 58 received a 2.5-2.99, 28 received a 2.0-2.49, 3 received a 1.0-1.99, and none received less than a 1.0 GPA.

2020-2021 Scholarship Report: The summary report of the 2020-2021 scholarship awards following fall 2020 registration was reviewed. The Educational Foundation allocated $175,000 for scholarships – $40,000 for the Distinguished Scholars program and $135,000 for admissions scholarships. Currently, $194,000 in Ed Foundation funds have been awarded for the 2020-2021 academic year. In addition to the $40,000 support for the Distinguished Scholars Excellence in Education scholarship, $154,000 in admissions scholarships have been awarded to 152 students. The admissions scholarships are broken down as follows: $127,500 for Academic Distinction, $16,000 for Phi Theta Kappa, $7,500 for Transfer Scholarships and

$3,000 for Vocational Excellence. Kathy noted $364,000 awards have been offered, $154,000 is expected, with a yield rate of 42%. Kathy also reported that $3,275 in Unrestricted Funds were awarded to current students for retention and the total college sponsored scholarships offered to date is $4,868,405.68.

New Business

- Annual Report – The 2019-2020 Annual Report was reviewed by committee.
- Scholarship Yield Reports – The Yield Reports were reviewed noting 354 (Excellence in Education, Presidential and All-American combined) scholarships were offered and 114 students enrolled, for a 32.2% yield, which is down slightly from last year's rate of 35.6%. There were 225 Academic Distinction scholarships awarded with 45 students enrolled for a 20% yield (compared to last year's 20.9% yield); 5 Phi Theta Kappa scholarships were offered, and 4 enrolled for a 80% yield; 10 Transfer scholarships were offered, and 4 enrolled for a 40% yield; and 3 Vocational Excellence scholarships were offered, and 2 enrolled for a 66.6% yield. Overall, 243 scholarships were offered, and 55 students enrolled for a 22.6% yield, down from last year's 23.2% rate. Kathy Markel noted enrollment is down 3 percent. Some possible reasons for the decline, in addition to the Coronavirus, were there was no off campus recruiting during the spring semester, applications were down, the number of students from the New York City area decreased this year, the number of high school graduates continues to decline and there is stiff competition from other area colleges and universities to enroll eligible students. Kathy also stated that enrollment is 3,667, of that 1,224 are new students. The number of continuing students increased this year and residence halls are at 91% occupancy.
- 2020-2021 Goals – The current goals were reviewed and discussed. Committee agreed goals for 2020-2021 remain the same as those from 2019-2020.
- Review of Operations Calendar – calendar was reviewed. Committee agreed it remains sufficient as it is and there is no need for any changes at this time.

New Scholarship Strategies – Betsy Penrose distributed a summary overview of the scholarship review that began in April 2019. Ruffalo Noel Levitz (RNL) completed a thorough analysis of the current scholarships. Betty noted the results for Alfred State's 2021-2022 recruiting year include four scholarships – two for New York State residents and two for Out-of-State residents. An award up to $5,000 per year will be awarded to academically talented first-time, freshmen entering a baccalaureate-degree program (NYS) and up to $1,800 per year for NYS first-time freshmen entering an associate-degree program. For out-of-state residents, up to 10,000 per year would be awarded for those academically talented first-time, freshmen entering a baccalaureate-degree program and up to $2,000 per year for those entering an associate-degree program. This funding would be applied to non-tuition expenses for NYS students, preference will be given to students accepted by March 1, and no scholarship applications are necessary. This new strategy will provide financial assistance to a broader number of students and may increase the number of enrolled out-of-state students. Betsy Penrose noted that the RNL analysis indicates that the academic profile may be slightly lower with the new scholarship program and RNL will be monitoring the scholarship process. Betsy Penrose noted the admission office will start awarding scholarships for 2021-2022 within the next week.

Audit & Finance Committee Meeting – October 15, 2020

Operating Revenues – Peter McClain reported the balance in the checking account is $691,087. The balance in the investment account is $1,192,743, of that $117,382 is in cash. There were no unusual account expenditures.

Old Business

Status of Workforce Development Building – Jeff Stevens reported work to renovate the second floor of the HVAC area has started. Completion of the mezzanine and the dust collection systems will be the focus for this year.

Wellsville Campus Projects – No additional projects have been completed since the report of the summer projects at the last meeting.

Property Updates –

- 48 Chestnut Street, Andover, NY – Jeff Stevens confirmed the sale of the house is planned for January 2021. He has contacted attorney Peter Degnan to write up a purchase contract.
- House #55 - waiting for the inspection of the septic system which should take place soon as owner has occupied the house over 30 days. Once inspection is complete, the escrow amount will be released.
- House #56 - $7,656 has been spent so far this year. Students are finishing the tile and trim work. The house is on schedule to be completed in May 2021.
- House #57 – $1,639 has been spent so far this year. Students are working on the foundation for the house and will be completing the garage.
- Allegany County Land Bank – students dug and poured the foundation. Electrical students will be installing the electric.
- Wellsville Town Barn - The Town has run into some issues. Our students are ready to begin work when the Town is ready.

Student Emergency Loan Agency Account – Rose Cook plans to have the account transferred by the end of the academic year. This item will remain under old business as a reminder until completed.

Campus Appraisal – Committee agreed to put this off for now and revisit next year. This item will remain under old business as a reminder to bring up in the spring at the budget meeting.

New Business

- Investment Account – with the investment account at almost $200,000 over the $1 million dollar threshold, committee discussed whether or not the overage should automatically be converted to cash. The capital projects budget presented annually by Jeff Stevens includes a five-year outlook, and Jeff Stevens noted any funds in excess of the annual budget request would be beneficial to complete projects slated for a year or two out. Excess funding could be utilized for roof replacements, the replacement of the fire alarm systems or any other unexpected issues that may arise. David Sengstock noted that Sage Rutty reports the account balance on a monthly basis though committee agreed that including Peter in the quarterly calls would be adequate, and specific details of the conversion to cash would take place at the budget meeting in March. Motion: Jeff Stevens made a motion to recommend to the full board to consider utilizing excess funds in the investment account over the $1 million threshold for special projects in the next budget cycle. George Goetschius seconded the motion. Motion carried. Committee also discussed the importance of having funds available for cash flow, though with the sale of 48 Chestnut and House #56, cash flow should remain stable for this year. Joe Greenthal did note that due to the Coronavirus, future lease payments from SUNY may

be coming in smaller intervals throughout the year and not in one lump sum as it has been paid the past few years. Committee will review where the account stands in March.

Board of Directors Meeting – October 15, 2020

Guest Presentation – Annual Audit

Mr. Craig Stevens and Mr. Craig Rinefierd, Bonadio & Co., LLP presented the audit findings for the year ending June 30, 2020. Mr. Stevens noted in spite of the Coronavirus they were able to perform the audit on site this year. Mr. Stevens reported no new accounting policies were adopted, and the application of existing policies was not changed during the year. He also noted no transactions entered into by the Foundation lacked guidance or consensus and all significant transactions have been recognized in the financial statements in the proper period. The financial statement disclosures are neutral, consistent, and clear; there were no difficulties in dealing with management in performing and completing the audit; nor were they any material misstatements identified during the audit. Mr. Rinefierd presented the statements of activities and change in net assets over the past five years. Rent remains consistent, there was an increase in investment income consistent with the market performance in the current year, the depreciation expense increased slightly but should be leveling out; there was a decrease in repairs and maintenance expenses due to the closing of the campus in the spring 2020 semester as a result of COVID-19. It was noted the effect of COVID on the Educational Foundation was insignificant. The cash flow from operating activities was $368,000, an increase from last year's $338,000. Mr. Stevens noted the Educational Foundations balance sheet is extremely strong at the end of the fiscal year 2020.

Old Business

- County Emergency Tower – The Ed Foundation has signed both the lease agreement from the county and the easement with NYSEG. We are now just waiting to receive fully signed copies of both agreements.
- Betty Brown Property – Work is being done to accurately identify properties.

New Business

- Investment account – Peter McClain reported the Audit & Finance committee discussed converting those funds in the investment account over the $1 million threshold to cash to be utilized for special identified projects. Motion: Peter McClain made a motion on the recommendation of the Audit & Finance Committee to consider utilizing the funds in the investment account over the $1 million threshold for special projects in the next budget cycle. Casey Joyce seconded the motion. Motion passed unanimously.

Sale price of House #56 – Casey Joyce noted the Property Committee discussed an initial sale price for House #56. The total cost of the house is estimated at $236,000. The $250,000 price gives a bit of room to negotiate, and the real estate market seems to be a seller's market at this time. There has been some interest in the house, and committee needs a selling price. Motion: Casey Joyce made a motion on the recommendation of the Property Committee to set the initial selling price of House #56 at $250,000 with the caveat that it can be adjusted as necessary. Mark Payne seconded the motion. Motion passed unanimously.

Public Relations Committee Meeting – December 3, 2020

Calendar Review

The 2020-2021 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2020 – New Board Members
- ✓ September 2020 – Groundbreaking for House #57
- December 2020 – Autobody Wreck/Rebuild program
- February 2021 – Peer Tutoring
- February 2021 – Scholarship Awards
- March 2021 – Work Grant
- April 2021 – Completion of House #56
- May 2021 – Chamber of Commerce window
- May 2021 – Commencement Car
- Possible Future Press Releases
    - Donation of property from Town of Wellsville
    - Skills USA

Revisions to the calendar including moving the Scholarship awards press release to February 2021, moving the completion of House #56 to April or May 2021, and moving the Autobody wreck/rebuild to December 2020. Jeff Cole will contact CJ Tremper for information on the Autobody wreck/rebuild. Committee also agreed to removing Unused funding for 2019-2020 from the list of future press releases.

Old Business

- Website update
    - Photo gallery – Kathy Markel noted Houses #55 does not appear in the photo gallery. Jack and Jeff will get a photo to add to the gallery. It was agreed to keep the video of House #54 on the website.
- Ed Foundation History – in process.
- Roll up – committee reviewed the information on the current roll up and agreed on changes, which included updating the branding, the photos, the amount of scholarship funding, and the amount of funds invested in campus improvements. Mary Scholla will send the updates to Molly Andrus and submit a print request.

Property Committee Meeting – December 10, 2020

Meservey Hill Updates

House #55 – Jack Jones reported the septic inspection was completed and passed. Jack also noted he will be handing over the “owner’s manual” to the owners. Jeff Stevens noted the septic inspection report was received and has been sent on to Peter Degnan’s office to release the escrow. All punch list items from the homeowners were completed, and the homeowners expressed their complete satisfaction with their interactions with the faculty and the work done by the students.

House #56 – Jack Jones reported at the last meeting the estimate of completing the house would be between $235,000 and $236,000. After reworking the numbers, Jack noted the cost will be closer to $240,000. The porch floor is still an issue, but the plan is to paint the floor to see if that will stabilize the floor and eliminate the expanding. If painting the floor does not resolve the issue, replacing the flooring on the porch could cost another $5,000 - $8,000, on top of the $240,000. Jack also noted the kitchen cabinets have been installed. The countertops and sink, light fixtures and some trim work are all that is left to complete the inside. The driveway needs to be topped and the landscape completed outside. The house is on schedule

to be completed at the end of the spring semester. Jeff Stevens reported that a prospective buyer will be looking at the house on December 11, and he had given the previously approved sale price of $250,000 to the prospective buyer.

House #57 – Jack Jones noted the foundation for the house has been started. The first three courses of block are complete, and the floor has been poured. The foundation has been insulated and covered for the winter. Framing for the house will start during the 2021-2022 academic year, and completion of the home is projected for May 2023. During the 2021-2022 academic year, students will also be working with the Town of Wellsville.

Casey Joyce asked about the start of House #58. Jack Jones noted he and faculty will be looking at plans this spring semester in order to have a plan to move forward.

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens reported winter painting is planned for the downstairs bathrooms and the stairwells. The cabinetry lab is completed and will be used for the first time this spring semester. Doors have been ordered and will be installed to help contain the dust in the lab.

Culinary Arts Building – Jeff Stevens reported the ARC grant for $150,000 for equipment has been received. Walls will be removed between the student dining room and the production kitchen to prepare for the new salad bar feature. The new serving line equipment will be installed over the summer. Plans to change the doors for the bathrooms and mop room are also in process. The new vinyl plank flooring for the Refinery, Emporium and Council Room will be installed over the winter break.

Campus Maintenance Projects – Jon Nickerson reported the lift inspections have been completed, and the campus should be receiving the report within the next few weeks. He also reported he met with a vendor for a new filtration system for the Pioneer Student Union, the first step in establishing a fitness center. Jon noted the facilities crew will be restocking the PPE supplies for the campus for the spring semester.

Building Trades/HVAC Renovation – First floor is in full use. Jeff Stevens reported the college received $150,000 in grant funding for the expansion of the HVAC program. Of that, $50,000 will be used for infrastructure and renovations on the second floor. The walls will be painted by the end of the year, and students will finish installing the metal ceiling in the spring semester. The renovation will be completed by August 2021.

Old Business
County Emergency Services Tower – The Ed Foundation has completed their part and is waiting to receive the fully signed paperwork. Craig Clark will check on the status of the paperwork with Carissa Knapp.

Betty Brown Property – Joe Greenthal reported Popli Design Group has been hired to review, analyze and identify the Ed Foundation properties and those owned by the State. Once properties are identified, Joe will work with SUNY legal to create an agreement releasing the Ed

Foundation of any liability on the properties owned by the Foundation but used by the State. Joe expects to receive a report back from Popli Design Group by the end of January 2021.

Solar PV Proposal – Craig Clark noted there are several developers working in the state and is confident one will work with the college and Ed Foundation. Craig will provide Joe with the contact information needed.

Additional Land Options – The paperwork for the donation of land by the Town of Wellsville is currently with the lawyer, Peter Degnan. George Goetschius is expecting a call from Peter in the next few days. Once the paperwork is signed, the next step will be to work on an annex for the utilities.

Casey Joyce reported that he reached out to Harold Short prior to this meeting regarding the possible donation of land. Mr. Short informed Casey that he is still interested in donating the property, but first needs to get of getting the land assessed. Once the assessment of the land is complete, Mr. Short will get back to Casey.

Town Barn project - Jack Jones reported the town ran into issues with the digging of the holes. The town expects to have the issue resolved and be ready for our students at the beginning of the spring semester. Jack expects the students to get the shell up by the end of the spring semester. The town is still in the process of finalizing the plan for the interior of the building.

Allegany County Land Bank Partnership – Students in HVAC program assisted with plumbing on the Clark Street house. Students in building trades and electrical trades are planning to assist during the spring semester. It is difficult to schedule students to assist with this project due to the land bank's aggressive timeline.

Master Plan – Nothing to report at this time.

Andover Property – Jeff Stevens reported he has been working with Peter Degnan and has finalized the Conrad Church home purchase paperwork. The paperwork is currently with Andrew Smith for review and signature. Once Jeff receives it back, he will get it to George for his signature. Jeff will schedule the survey and abstract title search. Committee agreed the septic tank should be pumped prior to the septic testing. The current agreement requires the sale to happen by January 31, 2021, and the rent paid will be applied against the purchase price. The closing date is set for January 29, 2021. In the event the closing cannot take place by the end of January, Jeff Stevens requested approval to continue collecting the rent and applying additional rent payments against the purchase price of the house, similar to the current arrangement. Motion: Casey Joyce made a motion to recommend to the full board to extend the lease on the Conrad Church property through March 31, 2021 in order to cover time for the closing to take place. In addition, if closing has not taken place by March 31, only Board President approval is needed for further extension of the agreement. George Goetschius seconded the motion. Motion passed unanimously.

Timber Harvest on Meservey Hill South – Jeff Stevens reported he contacted the company the college used recently to harvest timber on their properties. Jeff reported they would be willing to walk the property and make a recommendation on managing the timber. Cost for the service

would be approximately $200 - $300. Motion: George Goetschius made a motion to approve hiring the company to walk the Meservey Hill South property for a recommendation on harvesting the timber on the land. Mark Payne seconded the motion. All in favor, motion carried.

New Business

Vacant lot on Meservey Hill (House #58) – The vacant lot for House #58 is adjacent to House #54. The owners of House #54 have expressed interest in purchasing the lot. Discussion followed. It was noted the lot is needed for the student learning experience as the Foundation does not currently have other building lot options. Although that lot will require fill in order to install the septic, and parking for the students in that area while building the home may be a challenge, the committee agreed that it is in the best interest to keep the property for building House #58 and not consider selling it.

Audit & Finance Committee Meeting – January 21, 2021

Operating Revenues – Peter McClain reported the balance in the checking account is $426,503. The balance in the investment account is $1,300,218.80, of that $1,009,831.27 in American Funds and $290,387.53 in cash. Peter noted there was one “unusual” account item which was the receipt of the escrow for House #55 of $7,300. The excess of funds over $1 million was brought up. Further discussion will take place at the budget meeting in March.

Old Business

Status of Workforce Development Building and Campus Construction projects – Jeff Stevens shared photos of the work done over the winter break, which included painting the stairwells, first floor bathrooms and the breezeway in the Workforce Development Building. Walls were painted on second floor of HVAC and Jeff noted students will build the lab structure during the spring semester. The campus received a Garman grant in the amount of $150,000, of which $50,000 could be used for building renovation and the remaining $100,000 will be spent on HVAC equipment. Demolition on the Clean Energy lab was also started over the break. Photos of the renovated Culinary Arts building were shared. Walls between the student dining room and the production kitchen were removed. The new serving line equipment will be installed over the summer. Jeff expressed his appreciation to Dave Sengstock and the ACES team for their support and help with the project. “It was a team effort”, stated Jeff. Jeff also shared photos of the new flooring in the Refinery, Emporium, and the Council Room of the Culinary Arts building. The new flooring was made possible by a $20,000 donation from a generous donor.

Property Updates –

- 48 Chestnut Street, Andover, NY – Jeff Stevens reported the purchase agreement was reviewed by George Goetschius and there were a couple issues requiring clarification. Jeff will get back with Andrew Smith. Jeff noted the closing will not likely take place before the January 31 date, and noted the Property Committee is requesting an extension of the lease agreement until the closing does take place, allowing the additional rent paid be deducted from the price of the house. Jeff requested advice on how to handle the rent checks for the next couple months. Committee agreed the rent checks should be deposited and a refund check can be cut to Andrew Smith after the monies have been applied to the purchase price.

- House #55 – The inspection of the septic system was completed, and the escrow of $7,300 was received.
- House #56 – Peter noted that Jack Jones reported the cost of completing the house will be closer to $240,000. He also noted there has been an issue with the porch floor. Students will paint the floor to see if that will correct the issue but, if not, the porch floor will have to be replaced. The house is on schedule to be completed in May 2021. Jeff Stevens has shown the house to three different prospective buyers, one of whom seems very interested, and Jeff is fairly confident they will make an offer.
- House #57 – The foundation for the house was started, insulated and covered for the winter.
- Allegany County Land Bank – Student work on the current property is completed. There has been no movement on the next house.
- Wellsville Town Barn – Students are scheduled to be involved in the construction of the new town barn this semester.

Student Emergency Loan Agency Account – Rose Cook is continuing work to transfer the account by the end of the academic year.

Campus Appraisal – Discussion on whether or not to have a full appraisal of the Wellsville Campus property ensued. The cost for the annual update is $400 compared to $4,500 for a full appraisal. Committee agreed the main reason for a full appraisal would be for the sale of the property to the State. Committee agreed there is little chance the State is in a position to purchase the property at this time, therefore, committee agreed to hold off on the full campus appraisal.

New Business

- Automobile Wreck Rebuild Program – As this program continues to grow, committee began discussion on how to handle the proceeds from the vehicle sales. It was noted at one time there were two accounts, and one showed a deficit. It was agreed, the first step would be to make the accounts whole and then determine how proceeds should be distributed going forward, i.e., benefits to the department, etc. Due to time constraints, this item will be moved to the front of the agenda at the next meeting.

Board of Directors Meeting – January 21, 2021

Old Business

Betty Brown Property – Joe Greenthal showed a map of the properties and reported a firm has been hired by the college to accurately identify the owners of the properties, so a document can be written to release the Ed Foundation from liabilities.

New Business

Sale of Conrad Church property – Casey Joyce informed board members there is a good chance the closing on the Conrad Church property will not take place by the January 31, 2021 deadline. The Property Committee is requesting an extension of the current lease agreement to allow time for the closing. This extension will allow any rent payments made be deducted from the purchase price of the house. Motion: Casey Joyce made a motion on the recommendation of the Property Committee for the board to extend the current lease agreement on the Conrad Church property with Andrew Smith, through March 31, 2021, to allow time for the closing to take place. The monthly rent payments will continue to go against the purchase price of the house, and if the closing has not taken place before March 31, 2021, only the Board President

will need to approve further extension. Motion was seconded by Mark Payne. All in favor, motion passed.

Meservey Hill South Timber Harvest – Motion: Case Joyce made motion on the recommendation of the Property Committee to hire Keister Consulting, Inc. to evaluate the timber on Meservey Hill South and make a recommendation on harvesting the timber on the land. Cost for the evaluation will be $200-$300. Mark Payne seconded the motion. All in favor, motion passed.

By Laws Committee Meeting – February 9, 2021

Old Business

David Haggstrom noted that the revisions to Operations Manual are in process. The updated version will be sent to committee members for review.

New Business

Board Vacancies – Two Alumni and one Friend position are vacant - George Goetschius noted he has reviewed the list, looking for local individuals. Potential candidates were discussed, and it was agreed that Geralyn Gough will contact Anne Sobeck to see if she may be interested in serving on the board, and George Goetschius will contact Dan Johnson. Mary will contact Julie Hart to see if she has contact information for Paul McCormick. Mary will also contact Roxana Sammons in the Alumni office to see if there is an alumni board with officers and to determine whether there is a way that office can assist in making recommendations for alumni vacancies.

Public Relations Committee – February 11, 2021

Calendar Review

The 2020-2021 calendar was reviewed. (Check mark (√) indicates item was completed.) Press releases are on schedule.

- ✓ September 2020 – New Board Members
- ✓ September 2020 – Groundbreaking for House #57
- December 2020 – Autobody Wreck/Rebuild program
- February 2021 – Peer Tutoring
- February 2021 – Scholarship Awards
- March 2021 – Work Grant
- April 2021 – Completion of House #56
- May 2021 – Chamber of Commerce window
- May 2021 – Commencement Car
- Possible Future Press Releases
    - Donation of property from Town of Wellsville
    - Skills USA

Old Business

- Website update
    - ✓ Photo gallery – Houses #55 has been taken and will be sent on to Jeff Cole to add to the photo gallery.
- Ed Foundation History – Mary has been making progress updating the history for the website.

- Roll up – committee reviewed and approved the updated roll-up. Mary will place the order for the new roll-up.

New Business

- Budget Request for 2021-2022 – Last year's request was $750. Discussion followed regarding possible expenditures for next year. Committee agreed to request $750 for the 2021-2022 year. Kathy Markel will send in the request.

- Update of Operations Calendar – the Operations Calendar for the committee was reviewed. Committee agreed to make the following additions/revisions to the calendar: 1) move Submission of History update from February to September/October; 2) add Complete Annual Report to April; and 3) add Request Capital Spending from the ACES office to August/September.

Audit & Finance Committee Meeting – February 18, 2021

Operating Revenues – Peter McClain reported the balance in the checking account is $363,312.28. The balance in the investment account is $1,343,762.32, of which $335,390 is cash. There were no unusual expenditures.

Old Business

Automobile Wreck Rebuild Program – Discussion continued from last meeting to determine how to handle the profits from the vehicle sales. It was noted the sale of the refurbished vehicle is now done through a minimum bid process, and the minimum bid includes all costs associated with the rebuilding of the vehicle to be sold including an administrative fee. With this process, all vehicle sales will result in a profit. Motion: Jeff Stevens made a motion to recommend to the full board to approve the split of any profits of the Wreck/Rebuild program at the end of the fiscal year with one-half going to the Development Fund account for the Wreck/Rebuild program for repairs or purchase of new equipment for the program and the other one-half going to the Ed Foundation checking account. Val Nixon seconded the motion. Motion carried.

Student Emergency Loan Agency Account – Peter McClain reported on the history of the of Emergency Loan Account noting that the majority of agency accounts had moved to IRF accounts by the late 1980's and by the end of the 90's the only agency accounts left were small student loan funds which were eventually combined into one fund. There were at least two different checking accounts, and another account called the Common Fund associated with the Agency account. The Common Fund was closed in 2010 with just over $3,000 being transferred to the Operations checking account. A receivable was set up reflecting the fact that it was agency money. In 2013 the unused checking account was closed and another $3,000 was transferred to Operations, increasing the receivable. There was $1,380.72 remaining in the Emergency Loan fund. Once the Agency Accounts are closed, only the Operations and House Construction accounts will be left going forward. Motion: Val Nixon made a motion that the Ed Foundation Operations account repay the $6,183.41 that had been transferred from the agency account and combine that money with the $1,380.72 remaining in the Emergency Loan fund and issue a check to the Development Fund for $7,564.13 to be added to the Ed Foundation Endowment Account for scholarships and student support. Geralyn Gough seconded the motion. Motion passed. Peter McClain thanked Rose Cook for her work on resolving the Student Emergency Loan Agency Account issue.

Status of Workforce Development Building – The cabinetry lab is in full working order and the breezeway has been painted.

Campus Construction projects – Jeff Stevens noted students will begin the build-out on the 2nd floor of HVAC this semester.

Property Updates –

- 48 Chestnut Street, Andover, NY – Jeff Stevens reported the sale of the house is moving forward.
- House #56 – Jeff Stevens reported he worked with Peter Degnan on the purchase contract, and it is now with the buyer's lawyer.
- Wellsville Town Barn – Students are still planning to assist with the construction of the new town barn this semester.

Scholarship Committee Meeting – February 25, 2021

Scholarship Report Review

2020-2021 Scholarship Report: The 2020-2021 Educational Foundation final scholarship report was reviewed noting 557 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 517 fall admissions scholarship recipients, 60 received a 4.0, 352 received a 3.0-3.99, 66 received a 2.5-2.99, 23 received a 2.0-2.49, 13 received a 1.0-1.99, and 3 received less than a 1.0 GPA. Of the total fall scholarships awarded, 80 students (15.4 percent) were ineligible to continue receiving their scholarship for academic reasons. For fall 2019 recipients, 87 out of 499 (17.4 percent) were ineligible to continue to receive their awards.

Admissions offered $364,000 to academically talented students and expended $134,000 resulting in a yield rate of 37 percent, an increase from the previous year when the yield rate was 33 percent. The total Ed Foundation allocation for 2020-2021 was $175,000, and expenditures were broken down as follows: Distinguished Scholarship Program - $40,000 and Admissions - $134,000, which is $1,000 below the allocation. The additional $1,000 is being given to the college toward Excellence in Education Scholarship expenses.

2021-2022 Scholarship Report: The 2021-2022 Ed Foundation allocation for scholarships is $175,000. As of this date, $152,000 has been offered as follows: $40,000 for Excellence in Education, $91,000 for Academic Distinction, $12,000 for Phi Theta Kappa, $7,000 for Transfer, and $2,000 for Vocational Excellence scholarships. Betsy Penrose noted the new scholarship program will take effect in the fall 2021 semester. The deadline for applications is March 1 but, this year with COVID-19, there may be some flexibility on that date. The PTK and transfer scholarship deadline is May 1. Admissions does expect to be awarding additional scholarships.

New Business

- Budget Request for 2022-2023 – The Ed Foundation scholarship allocation for the past few years has been $175,000. Discussion whether to request an increase followed. Committee members agreed that it is important to inform the full board of the changes to the scholarship program and the potential impact on scholarships to the Wellsville students. Betsy Penrose will bring the information to the next full board meeting. Motion: Ellen Ehrig made a motion to request $180,000 for scholarship funding for the 2022-2023 recruiting year. Val Nixon seconded the motion. Motion passed unanimously.

Other

- Ellen Ehrig informed the committee, following some health issues, Jane Jamison has moved to the Buffalo area closer to family, so her name can be removed from the committee. Ellen suggested a note to her thanking her for her years of participation would be nice. Ellen will provide the address, and a note will be sent.

Property Committee Meeting – March 4, 2021

Meservey Hill Updates

House #56 – Students are working on finishing the interior of the home and on the Bonus room. The electric is being installed in the Bonus room. Faculty are communicating with the new owners to get their preferences for those unfinished interior items. Jeff Stevens reported that Jack Jones is optimistic that painting the porch will resolve the issue they have been having with the wood expanding. The paperwork is in the buyers' lawyer's hands. Jeff Stevens has ordered the abstract and survey of the property and is hopeful for a closing by the end of May.
House #57 – The siding and windows for the garage have been ordered. Waiting to start the foundation for the house once the weather breaks.
House #58/Town Barn project – No progress to report on House #58. The students completed preliminary layout work for the town barn. An outside contractor is completing the foundation. Once the foundation work is completed on the town barn, students will assist in setting the poles and trusses. On target right now for that to be this semester.

Wellsville Campus Projects
HVAC renovations are moving along. Jon Nickerson reported they have inspected the automotive lifts on campus, making sure they are in good working condition. Jon also reported the air filtration system in the Pioneer Student Union was upgraded over the break by adding small units to supplement the filtration air purification. All faculty, staff and students are being tested weekly for COVID. From a COVID standpoint, the campus is doing well, with just a .22% positivity rate.

New Business – 2021-2022 BUDGET
The proposed 2021-2022 budget was distributed and reviewed. Jeff Stevens noted that, historically, the Property Committee has requested $270,000 for capital funding, $60,000 for repairs and maintenance, $9,000 for parking lot sealing, and last year a $5,000 increase was requested for annual fire alarm service/inspection. This year additional funding of $110,000 is being requested. Jeff reviewed the list of projects which includes removal of long term temporary classroom 4 (adjacent to the 2rd floor stairs of freshman auto) , annual paving, roof replacements, completion of the finishes for walls and floors in the Workforce Development Building (WDB), funds for the HVAC program classroom buildout/window upgrades/lab stations on the 2nd floor of the old Building Trades (BT) building, fire alarm/sprinkler upgrades to tie in the old BT and WDB, the purchase of the dust collection system for WDB, the mezzanine floor for WDB, and funds for renovation for the Culinary Arts production area. (Copy of proposed budget is attached to the minutes). Total budget request is $270,000 for capital funding, $60,000 for repairs/maintenance; $9,000 for special projects (not capital, i.e. parking lot sealing); plus $110,000 additional funding for a total of $449,000. Jeff noted he and Jon Nickerson worked with faculty to determine campus needs and then met with the campus facilities team and the college administration for approval of the proposed budget. Discussion followed. George suggested that Jon and Jeff plan on proposing additional asks for capital projects in the event

the finance committee (and full board) decide to fund additional capital projects this year. Jeff and Jon agreed to have additional projects ready to add. Motion: Jon Nickerson made a motion to recommend to the Audit and Finance Committee the proposed budget of $380,000 plus the $69,000 for repairs and maintenance - $449,000 total. Craig Clark seconded the motion. Motion passed unanimously.

Old Business
County Emergency Services Tower – Jon Nickerson reported that he and Joe Greenthal visited the site, and it appears the poles and lines are up, and the lines appear to be high enough. Committee agreed this project is considered complete.

Betty Brown Property – There was no update. Joe Greenthal is still waiting on the written report with the descriptive information from Popli Design Group.

Solar PV Proposal – Joe Greenthal, Jeff Stevens and Craig Clark met to discuss the site for the solar farm. The land that BP maintains is a possibility, and they will discuss the use of that property for a solar farm with BP. They would prefer not to use areas that could be used for academic builds / training ground if they did not have to. Craig will contact BP representation to see if they are open to enhancing the Ed Foundation property areas that are still under their direct oversight. Further information will be reported at the next meeting.

Additional Land Options – George Goetschius reported he has not received anything from the Town of Wellsville's attorney. George will contact Shad Alsworth to find out the status.

Casey Joyce reported he talked to Harold Short. He is currently on vacation but will contact Casey when he returns. Casey did note that Harold is still interested in donating the property.

Allegany County Land Bank Partnership – No update. Committee agreed this can be removed from agenda until another project comes up.

Master Plan – Nothing to report at this time. Casey Joyce noted he has been reading the Mossien Plan and is preparing for his meeting with Jeff Steven to begin discussions on next steps.

Andover Property – Jeff Stevens reported the sale of the house is progressing. Jeff has called for the survey and abstract. They are waiting for a closing date.

Timber Harvest on Meservey Hill South – Jeff Stevens reported the date of the walk was postponed due to the amount of snow still on the ground. Susan, of Keister Consulting, Inc., and he will be walking the property in mid-March.

Audit & Finance Committee Meeting – March18, 2021
Operating Revenues – Peter McClain reported the balance in the checking account is $284,456.42. The balance in the investment account is $1,333,707.47, of which $335,392.66 is cash. One unusual expenditure was noted, which was $60,500, the payment on March 1 of the balance of the scholarship allocation for the 2020-2021 budget.

New Business

2021-2022 Budget – The preliminary budget prepared by Rose Cook was shared and Peter McClain reviewed the budget line-by-line. Peter noted Income is similar to last year's budget with the exception of interest which is being decreased by $15,000. Expenses under Property & Instructional Buildings include Repairs & Maintenance being increased from $65,000 to $87,000 which includes $22,000 for the removal of temporary classrooms and $5,000 for annual fire alarm inspection. Insurance increased 2%; Licenses & Fees decreased from $4,500 to $430 since it was decided a full appraisal is not necessary at this time. With the sale of the Chestnut Street property this spring, the Andover Property section will be removed from the budget. The wreck/rebuild budget remains similar to last year's budget. Under General Administration, Payroll Transfer increased from $5,610 to $6,500, Office Supplies $250; a 2% increase for ACES; Board meals remains at $2,500, and there was a $200 increase for the Bonadio Audit. Peter noted there are changes in bank charges since the Steuben Trust and Community Bank merger, and the interest expense/line of credit decreased from $2,000 to $1,000 in this budget. Board discretionary remains the same. The Commencement Car line item was discussed at length. Complying with gaming laws and collection of tax on the value of the vehicle becomes convoluted. With a new president coming on board next year, a car giveaway may not be a priority. Following discussion, committee agreed to leave $5,000 in the budget for the car and if the car is not given at Commencement, it would be treated as a wreck/rebuild and sold. Peer tutoring requested a $1,000 increase for 2021-2022 to $6,500. Hog Wild Day will remain at $1,500; NYS SkillsUSA will remain at $7,500. It was noted there is no longer a need for Work Grant funding. A request was received to add the $10,000 that funded Work Grant to scholarships for students. Discussion followed, and committee agreed to move the $10,000 allocated for Work Grant in this year's budget to the scholarship allocation for the 2021-2022 recruiting year. The Scholarship Committee requested $180,000 for the 2022-2023 recruiting year. Committee agreed to increase the allocation for scholarships for the 2022-2023 recruiting year to $185,000, using the previously allocated Work Grant funds. The Property Committee's request for capital projects was $353,000. Jeff Stevens reported that he was asked to identify additional projects to add to his current budget request in the event of available additional funding. Jeff reported he and Jon Nickerson determined the priorities would include funds for the *installation* of the dust collection system and the purchase and installation of a sprinkler system. The sprinkler system would allow the connection of the Workforce Development Building with the old carpentry lab. Jeff noted the *purchase* of the dust collection system is included in the original $353,000 request, as is the upgrade to the fire alarm system. However, the *installation* of the dust collection system and the sprinkler system are not included. Each project would cost $100,000, bringing the total capital project request to $553,000. A lengthy discussion of the advantages of doing both projects this year followed. Jeff stated that if only one project could be funded this year, he and Jon agreed the dust collection *installation* would be the priority. Peter McClain reported that Craig Clark has requested the committee to consider donating funds to Alfred State's capital campaign. The funds would then flow through the Development Fund to the projects on the Wellsville campus. Discussion of advantages and disadvantages of this request followed. Length of time for projects to be completed and final costs were concerns for the committee. Committee agreed it should be a discussion of the full board, but the recommendation from this committee would be to keep control of the funds and not contribute to the capital campaign at this time.

The current proposed budget reveals approximately $55,000 would be needed from the investment account. Committee discussed the three options for capital projects: leaving the budget request at $353,000; adding the installation of the dust collection system, for an additional $100,000; or adding both the installation of the dust collection system and the sprinkler system, for an additional $200,000. Motion: Val Nixon made a motion to include the two extra capital projects for a total capital project request of $553,000 and recommend to the full board the proposed 2021-2022 budget of $699,851. Any uncommitted cash will be taken from the investment account. George Goetschius seconded the motion. Motion passed unanimously. Rose will make the adjustments to the budget and resend.

Old Business

- Property updates – Jeff Stevens reported the sale of the Andover property and House #56 are moving forward.

Public Relations Committee – April 8, 2021

Calendar Review

The 2020-2021 calendar was reviewed. (Check mark (√) indicates item was completed.) Press releases are on schedule.

- ✓ September 2020 – New Board Members
- ✓ September 2020 – Groundbreaking for House #57
- December 2020 – Autobody Wreck/Rebuild program
- February 2021 – Peer Tutoring
- February 2021 – Scholarship Awards
- March 2021 – Work Grant – remove as funding was not used, due to COVID (see note below).
- May 2021 – Completion of House #56 – press release is now scheduled for May when house will be completed.
- May 2021 – Chamber of Commerce window
- May 2021 – Commencement Car
- Possible Future Press Releases
    - Donation of property from Town of Wellsville
    - Skills USA

Kathy Markel reported when Jeff Cole reached out to Chris Vernam in Student Records and Financial Services to get the information for the Work Grant press release, he was informed that due to the pandemic, the funds were not used. Therefore, a press release for Work Grant will not be done.

The press release for the completion of House #56 was scheduled for April/May. After discussion, Jack Jones recommended holding off on the press release until May when the house will be totally finished.

The donation of property from the Town of Wellsville will remain as a future press release. George Goetschius noted the paperwork is still with the lawyers.

Skills USA will remain as a possible future press release as Culinary Arts students may be participating in this year's event. Jeff Cole will contact Debra Burch for student names and further details.

Old Business

- Website update – Jeff Cole reported he has added House #54 and House #55 to the gallery. It was noted the photos do not appear in the gallery. Jeff will look into the issue.
- Ed Foundation History – Mary has been making progress. Expects to have the history through 2019-2020 completed by early summer.
- Roll up – has been received and will be used in the Chamber of Commerce window in May.

Other

- Kathy Markel announced her intention to retire at the end of the spring semester, and this will be her last PR Committee meeting. She has notified Faculty Senate, and her replacement will be elected this month. She expressed her pleasure in serving as chair of the committee and thanked the members for their good work.

Board of Directors Meeting – April 15, 2021

Old Business

- Town of Wellsville Property Transfer – George Goetschius reported that he received a copy of the deed, so the Ed Foundation now owns the property at Proctor and Truax Road. This property is an ideal option for building homes.

New Business

- College Grants Procedure – The college has officially recognized the Ed Foundation as a funding manager for certain grants. George Goetschius will be reviewing the paperwork he has received.
- Whistleblower Policy – David Sengstock reported that several years back ACES looked into a whistleblower policy for not-for-profits and a draft was created. The policy will now be a requirement for not-for-profits, and ACES has provided their legal counsel a copy of the draft for review. Once the draft is finalized, ACES will share with the By-Laws committee.
- Assessment Notification – George Goetschius received paperwork from the Wellsville Board of Assessment with changes in the assessed value of different properties. George will look into this to get more information.
- 2021-2022 Preliminary Budget – Peter McClain presented the preliminary budget of $699,851. Peter made note of the budget lines with major changes, including the Repairs and Maintenance budget that increased to $87,000 due to the plan for the removal of the temporary classroom on the campus. That budget line increased last year by $5,000 from $60,000 for the annual fire alarm inspection. The Chestnut Street – Andover property will be eliminated when the house sells. ACES requested a 2 percent increase, and the Audit Expense increased $200. Work Grant was allocated $10,000, but that money was not used for this year, and it was requested that the $10,000 in the future be allocated to scholarships. The Audit & Finance Committee agreed to transfer the unused $10,000 into scholarships for the 2021-2022 year, and to increase the Scholarship support for the 2022-2023 recruiting year to $185,000, instead of the $180,000 the Scholarship Committee requested. The property committee had originally requested $110,000 in additional funding to the $270,000 that has been allocated to capital projects. With the investment account over $1 million, the Audit & Finance Committee asked if Property had specific items/projects that could be funded with the overage. The Property Committee came back with two projects – the installation of the

dust collection system, the system which is budgeted for in this year's budget and a sprinkler system that will tie the old Building Trades building in with the Workforce Development Center. The estimate for each project is $100,000, bringing the budget line for Capital Projects to $553,000. The $264,899 overage will be funded using the cash from the investment account, leaving approximately $85,000 in cash.

Audit & Finance Committee Meeting – May 20,2021

Operating Revenues – Peter McClain reported the balance in the checking account is $191,714.39. The balance in the investment account is $1,362,507.62, of which $335,398.27 is cash. No unusual expenditures were noted. Peter noted there is still approximately $120,000 left in this year's budget to spend. Jeff Stevens stated he will be meeting with Rose Cook in the next few days to finalize expenditures for the year.

New Business

- Participation in the Major Gifts Campaign – Discussion as to whether the Educational Foundation should participate in the major gifts campaign followed as Peter McClain noted at the April board meeting, President Skip Sullivan elaborated on the request that Craig Clark had previously made regarding the Educational Foundation's participation in the major gifts campaign. This committee had originally agreed that moving the funds over the $1 million threshold in the investment account to the Development Fund would not be in the best interest of the Foundation for the completion of planned capital projects. However, President Sullivan's explanation of the campaign indicated the Foundation had up to five years to pay off a major gift, a minimum of $50,000. With this additional information, the committee discussed their options, which included making a $50,000 by using the $10,000 from Work Grant over the next five years; donating the Scholarship allocation of $185,000 already budgeted as a donation to the campaign or donating funds from the investment account. A lengthy discussion followed, and the committee agreed to a one-year trial of donating the scholarship allocation to the campaign, which will continue to support our students with scholarships as the Foundation has in the past and also gain recognition for the Educational Foundation. Motion: George Goetschius made a motion to recommend to the Board to apply the 2021-2022 scholarship allocation of $185,000 to the Major Gifts Campaign. Geralyn Gough seconded the motion. All in favor, motion carried.
- Memorandum of Understanding between Educational Foundation and A.C.E.S. – The draft MOU was distributed to committee members for review. The MOU states that for the next three years, ACES will provide all accounting and cash management services required by the Ed Foundation and will maintain all accounting records and appropriate documentation for the Educational Foundation. In return for the services, the Educational Foundation agrees to pay ACES $11,670 per year for 2021-22; $11,900 for 2022-2023; and $12,135 per year for 2023-2024. ACES has been providing these services for the last several years, though the MOU has not been updated since 1996. This agreement adds nothing new; it is just an updated version with a three-year term. Motion: Val Nixon made a motion to recommend to the Board that the Memorandum of Understanding between the Educational Foundation and ACES be executed by the Board president. Jeff Stevens seconded the motion. Motion carried. There were two committee members who abstained.
- Line of Credit Resolution – Peter McClain reported with the merger of Steuben Trust Company and Community Bank, it is necessary to update the Line of Credit resolution with Community Bank. The resolution was distributed and reviewed by committee

members. Peter noted the current rate is Prime Rate plus .5 (currently 3.25% plus .5 = 3.75%). Motion: Jeff Stevens made a motion to recommend to the Board that the Line of Credit Resolution be executed by the Board president. Geralyn Gough seconded the motion. Motion passed.

Old Business

- Workforce Development Building – The partitions for the bathrooms are a summer project. Jon Nickerson is working with the vendor to get replacements for the damaged materials. Jeff Stevens noted Mossien Architects have been contacted to create a design for the mezzanine flooring. Painting on the main floor is expected to be done over the summer. Jeff noted that after using the cabinet shop and carpentry lab during the spring semester, it is evident how essential it is to get the dust collection system installed. The vendor of the dust collection system has met with faculty to discuss and determine the best location for the system.
- Wellsville Campus Projects – Jeff Stevens noted the HVAC lab booth buildouts will create an incredible space for student learning. He also reported there will be some money left from the grant for the HVAC renovation. The sprinkler and fire alarm system to tie in HVAC with the Workforce Development Building is on target for installation over the summer. Jeff stated enrollment numbers are up for the Wellsville campus, however, they are lower in HVAC for the fall than normal. Jeff is confident the numbers will pick back up. The facilities staff is also looking to renovate a building space to be used for a loading dock, instead of having all shipments of materials for the campus going to the WDB.
- Property updates – Jeff Stevens reported the paperwork for the sale of the Andover House is in Andrew Smith's attorney's hands. Jeff and George Goetschius will contact Andrew to see if they can get it moving along. The current extension is good through the end of May. Paperwork for the sale of House #56 is in the hands of the buyers' attorney. The tentative closing was moved back to June 10. The buyers are no longer looking for early occupancy at this time. Jeff noted there are a few minor punch list items to be completed including a door, fixing the bathtub, a broken window and finishing the landscaping that was washed out due to the recent flash flooding. The garage for House #57 is complete and looks great.

Board of Directors Meeting – May 20, 2021

New Business

- Review and Approval of Proposed 2021-2022 Budget – The proposed budget of $699,851.00 was reviewed. Motion: Casey Joyce made a motion to approve the proposed 2021-2022 budget as presented. Geralyn Gough seconded the motion. Motion passed unanimously.
- Approval of Scholarship funding for 2022-2023 – Motion: David Haggstrom made a motion to approve $185,000 scholarship funding for the 2022-2023 recruiting year. George Goetschius seconded the motion. Motion passed unanimously.
- Whistleblower Policy – As mentioned in the By-Laws report, the Whistleblower Policy will be sent out for members to review. Any comments should be forwarded to George Goetschius or Mary Scholla by
  June 1. An electronic vote on the policy will take place mid-June, so a policy will be in effect for the next fiscal year.
- Major Gifts Campaign – Motion: On the recommendation of the Audit & Finance committee a motion was made to donate the 2021-2022 scholarship funding in the

amount of $185,000 to the major gifts campaign. David Haggstrom seconded the motion. Discussion followed. It was stated the procedures for the distribution of the scholarships will remain the same and the Admissions office will be able to continue with reporting as they have in the past. Joe Greenthal will notify Institutional Advancement of the donation and how it will be handled. Motion passed unanimously.

- Memorandum of Understanding – Motion: On the recommendation of the Audit & Finance committee a motion was made to authorize the president of the board, George Goetschius, to execute the MOU between the Educational Foundation and ACES. The parties agree that ACES will provide all accounting and cash management services and will maintain all accounting records. In return for the services, the Educational Foundation agrees to pay ACES $11,670 per year for 2021-22; $11,900 for 2022-2023; and $12,135 per year for 2023-2024. The Memorandum of Understanding will require review, updating and Board approval on a minimum of every three years. Mark Payne seconded the motion. All in favor, motion passed.
- Line of Credit Resolution – Motion: On the recommendation of the Audit & Finance committee a motion was made to authorize the president of the board, George Goetschius, and David Sengstock, Executive Director of ACES, to execute the Line of Credit resolution with Community Bank in case a line of credit is needed for cash flow purposes. The recent merger of Steuben Trust and Community Bank requires the update the Line of Credit Resolution. The current rate for the Line of Credit is Prime Rate plus .5, which is currently 3.25 + .5 = 3.75%. Casey Joyce seconded the motion. Motion passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2020-2021

Board of Directors:
Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2015)
Valerie Nixon, Friend of College – (2020)
Mark Payne, Faculty (Wellsville) - (2016)
Sandra Sawyer, Friend of College - (2014)
Ashley Shaloo, Faculty (Alfred) – (2020)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Non-Board Committee Members:
Dr. Craig Clark, Property Committee, Vice President, Economic Development, (1996)
Rose Cook, Audit and Finance and Property Committees, Business Manager - ACES
Jeff Cole, Public Relations Committee, Marketing Communications

Ellen Ehrig, Scholarship Committee Guest member
Jane Jamison, Scholarship Committee Guest member
R. Jack Jones, Property and Public Relations Committees, Chair, Building Trades Department
Jon Nickerson, Property Committee, Director of Facilities, Ex-Officio (as of November 2018)
Russ Nunley, Public Relations Committee, Chief Marketing Officer
Betsy Penrose, Public Relations and Scholarship Committees, Vice President, Enrollment Management
Julie Rose, Scholarship Committee, Senior Director of Student Records & Financial Services

BOARD UPDATES

Board of Directors met September 17, 2020, October 15, 2020, January 21, 2021, February 5, 2021, February 21, 2021, April 15, 2021, and May 20, 2021. All meetings, with the exception of the May 20, 2021 meeting were held virtually, through Microsoft Teams, due to the Coronavirus pandemic.

President Skip Sullivan announced his retirement from the college effective May 10, 2021.
Kathy Markel announced her retirement from the college effective July 1, 2021.
Ryan Miller was approved to fill one of the Alumni vacancies.

Due to the Coronavirus pandemic, several measures were required to ensure the safety of faculty, staff, and students on the campus. Alfred State's facilities staff met those requirements by sanitizing the campus, placing decals around campus to maintain the required 6' social distance between seating, by providing personal protective equipment (PPE) kits to all faculty, staff and students, and by installing Plexiglass and hand sanitizers in classrooms, labs and offices.

AUDIT AND FINANCE COMMITTEE – Peter McClain, Chair

Audit and Finance Committee met September 17, 2020, October 22, 2020, January 21, 2021, February 18, 2021, March 18, 2021, and May 20, 2021.

Budget 2020-2021	
Investment Account Balance (Sage Rutty):	$ 1,362,507.62 (May 14, 2021)
Checking Account Balance:	$ 191,714.39 (May 14, 2021)
Line of Credit:	$ 0

The operating budget for 2020-2021 was $679,275.00. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Work Grant, Public Relations Committee, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $185,000 for 2021-22.
Goals for 2020-2021 were:
1. Continue to reconcile expenses of ongoing projects annually.
2. Support the implementation of the Master Plan to improve campus facilities and instructional space.
3. Review any and all land acquisitions as to their financial benefit to the Educational Foundation.
4. Review needs/requests from all campus entities.
5. Pursue fair market lease or sale for the Wellsville Campus property.
6. Recommend a balanced budget on an annual basis.
7. Investigate the opportunity to fund student educational experiences.
8. Have an annual internal review of our Reserve Account.

9. Set direction for cash flow management.

The Audit review by Bonadio & Co. went well and financial statements fairly represent the financial position of the organization.

Committee discussed the full appraisal of the Wellsville Campus property and agreed the main reason for the full appraisal would be for the sale of the property to the State. With the pandemic, Committee agreed there is little chance the State will be in a position to purchase the property at this time, therefore, committee agreed to hold off on the full campus appraisal.

The Student Emergency Loan Agency Account was closed and a check for $7,564.13 was issued to the Development Fund to be added to the Ed Foundation Endowment Account for scholarships and student support.

Committee agreed to split any profits of the Wreck/Rebuild program at the end of the fiscal year with one-half going to the Development Fund account for the Wreck/Rebuild program for repairs or purchase of new equipment and the other one-half going to the Ed Foundation checking account.

Work Grant funding was not utilized during the 2020-2021 year due to the pandemic. Committee agreed to allocate the $10,000 to scholarships for the 2021-2022 recruiting year.

Budget 2021-2022

Committee agreed to utilize excess funds in the investment account over the $1 million threshold for special projects. The Property Committee initially requested $69,000 of investment funds toward capital projects, however, upon request, submitted an additional request of $200,000 in their 2021-2022 budget. These additional funds will cover the cost for the installation of the dust collection system and sprinkler system for the Workforce Development Building.

The committee will recommend to the Board an operating budget of $699,851.00 for 2021-2022. Committee also recommends $185,000 for scholarship funding for the 2022-2023 recruiting year. This is a $10,000 increase from the previous allocation of $175,000 due to the elimination of future Work Grant allocations.

BY-LAWS COMMITTEE - David Haggstrom, Chair

By-Laws Committee met on September 19, 2020, and February 4, 2021.

Committee goals for 2019-2020 remained in place for 2020-2021.

Kathy Markel announced her retirement from the college at the end of the spring 2021 semester. Faculty Senate solicited nominations for the remainder of Kathy's term and Ruthanne Ashworth was elected to fill the position. Committee recommended the appointment of Ryan Miller to the board to fill the Alumni vacancy of Julie Hart. One Alumni and one Friend of the College positions are still vacant.

No terms expired for board members in 2021.

Operations Manual was reviewed. Committee forwarded the Whistleblower policy to the Board for action.

Nominations were solicited for the office of Vice-President. Election will take place at the Annual Meeting on May 20, 2021.

PROPERTY COMMITTEE - Casey Joyce, Chair

Property Committee met August 27, 2020, October 1, 2020, December 10, 2020, February 4, 2021, March 4, 2021, and May 6, 2021.

The Wellsville Campus Budget request for 2020-2021 was: $365,000
The Wellsville Campus Budget request for 2021-2022 is: $649,000

The majority of each budget is a combination of capital and non-capital projects. The remainder of $87,000 is for Repairs and Maintenance which includes $22,000 for the removal of the temporary classroom in the 2021-2022 budget. This year the committee was encouraged to identify additional projects to add to their initial request of $362,000. Committee requested additional funds of $200,000 for installation of the dust collection system and a sprinkler system for the Workforce Development Building.

Goals for 2020-2021 were:

4) Identify community needs for future housing projects.
5) Plan and development building projects to meet identified community needs.
6) Sell House #56
7) Sell Andover property (Conrad Church home)
8) Review, update and continue implementation of Master Plan for the Wellsville campus.

Wellsville Campus Projects: The carpentry lab in the Workforce Development Building is fully functional. The parking lots for Culinary Arts and the Pioneer Student Union were milled and resurfaced. The campus bookstore moved into the old library. Upgrades to the Pioneer Student Union include new carpet on the second floor, new tile in the main entrance, and upgrades to the air filtration system. The Freshman Auto lab was painted. Drainage was improved around the Auto Trades and Truck & Diesel buildings. Walls were removed in the dining area in the Culinary Arts Building to accommodate the new serving line equipment and restroom access was modified. New vinyl flooring was installed in the Refinery, Emporium and Council Room.

Meservey Hill Subdivision: After some negotiations, House #55 was sold for $215,000. Board accepted the purchase offer of $255,000 for House #56. Closing is scheduled for the end of May 2021. The garage for House #57 has been completed and the foundation for the house has been started. After completion of House #57, there is one lot remaining in the subdivision.

Meservey Hill South: With the donation of property by the Town of Wellsville, this property is not needed for building homes at this time. Committee hired a Keister Consulting, Inc., a forest management consulting firm, to evaluate the property for timber harvest.

Properties Owned by Foundation:
Andover Property - A mid-May closing for 48 Chestnut Street, Andover (Conrad Church home) is anticipated.

Betty Brown Property – Alfred State contracted with Popli Design Group to review and identify the property owned by the Ed Foundation and that owned by the State. Once property lines are

determined, an agreement releasing the Ed Foundation of any liability on the properties owned by the Foundation but used by the State will be finalized.

Sugar Hill Property – The easement for NYSEG and the lease agreement with Allegany County were signed and finalized for the Allegany County Emergency Services Tower. The tower is now operational.

Town of Wellsville Property - The donation of property from the Town of Wellsville at Proctor Road and Trapping Brook Road was finalized and the deed was received.

Other:
Solar Farm - Committee continues the investigation of a solar farm on the campus. The committee is currently investigating the possible use of the BP property for the site of the solar farm.

College Master Plan/Wellsville Campus Plan: No action has been taken. Review of the Master Plan will continue.

PUBLIC RELATIONS COMMITTEE, Kathy Markel, Chair

Committee met September 3, 2020, December 3, 2020, February 11, 2021, and April 8, 2021.

The following press releases were sent out during the 2020-2021 academic year:

- September 2020—New Educational Foundation Board members
- September 2020—Groundbreaking for House #57
- December 2020—Autobody wreck/rebuild program
- February 2021—Educational Foundation support for peer tutoring program
- February 2021—Educational Foundation scholarship support

Work grant funding was not used by the Student Records & Financial Services Office due to the pandemic. Therefore, an anticipated press release on this topic scheduled for March 2021 was not produced.

Press releases scheduled for the remainder of the academic year include:

- May 2021—Completion of house #56
- May 2021—Commencement car

The Ed Foundation roll up was updated and was used as part of the Wellsville Chamber of Commerce window display in May 2021.
Pictures of Houses #54 and #55 were added to the website photo gallery.
Work continued on A History of the Educational Foundation of Alfred, Inc.

SCHOLARSHIP COMMITTEE - Betsy Penrose, Chair

Committee met October 8, 2020 and February 25, 2021. A meeting is also scheduled for June 10, 2021.

The Ed Foundation scholarship allocation for 2020-2021 was $175,000. Scholarship funds were allocated as follows:

Distinguished Scholars Program	$ 40,000
Admissions	135,000
Total Allocated	$175,000

The final distribution for 2020--2021 scholarships was as follows:

- Distinguished Scholars Program $ 40,000
- Admissions 134,000

  Total Expended $174,000

The remaining $1,000 was given to the college to further support the Excellence in Education scholarships.

No funds were awarded for retention grants.

The yield of scholarship funds expended from those offered was 37 percent which is an increase from the previous year's rate of 33 percent. The yield rate can be attributed to the highly competitive admissions environment and significant competition, particularly from private institutions, for fewer high school graduates.

Scholarships were awarded to 557 new and returning students during the academic year compared to 528 in the previous year.

Of the 517 fall recipients, 79.6 percent received over a 3.0 grade point average. Eighty (15.4 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents an improvement over last year when 17.4 percent were ineligible.

2021-2022 Educational Foundation of Alfred, Inc.

Property Committee Meeting – August 26, 2021

Meservey Hill Updates

House #56 – There are a couple of minor punch list items still to be completed, including replacing a window, and installing the attic door. Additional grading on the property is also necessary and purchasing a load of topsoil or gravel may be required. Senior students will complete the punch list during the first week of classes. The septic system test is scheduled for September 9. Jack Jones will have the final budget report at the next meeting.

House #57 – Jack Jones reported that prices of lumber have started to come down and, where last May he thought the cost of building the house could be $40,000 - $50,000 over the $245,100 budget, he now estimates the cost may be closer to $20,000 over budget, though prices are still settling. The students have approximately four weeks of masonry work before they begin framing, so there is still two weeks before the lumber needs to be ordered. Jack noted his main concern is the trusses. Jack also noted the cost of copper wiring and PCV are still up, and the cost of shingles is also a concern. The material for the cabinets has been purchased, and the windows and siding were purchased with the garage materials, when prices were still reasonable. The goal for this semester is to have the house framed and sheathed before winter. Actual completion of the house will be spring/June of 2023. Jack noted there is a larger freshman class this year and they have more faculty. They will also be starting the Wellsville Town Barn project this year.

House #58 – Floor plans for House #58 were shared at the last meeting and will be resent to committee members for review. Jack Jones indicated it is important to decide on a floor plan at the next meeting in order to move into the planning stage. House #58 will be the last house in the Meservey Hill development. Students will begin working on the Wellsville Town Barn project within the next two weeks and the barn will be completed in Spring 2022. The interior/office project will begin Fall 2022 and be completed in Spring 2023. Jack will be the liaison between

the faculty, administration and Dean Arnold, Wellsville Town Supervisor. Jack indicated that he and the faculty would be willing to stretch out the completion of Houses 57 and 58 if committee desired. Committee agreed that Jack and the faculty can decide what is best for the students.

Jack reported the China Solar Decathlon house will become a “remodeling trainer” for students. Students will get experience in remodeling.

Town of Wellsville Parcel – Committee discussed what the next step should be for the property at Proctor Road and Trapping Brook Road, that has been donated to the Foundation. With all the decisions that will be required, including type of housing, annexing utilities with the village, creating a subdivision, etc., committee agreed it is important to have guidance from a professional consultant. Jeff Stevens will inquire to see if there might be a current Alfred State employee with knowledge and interest, and Jack Jones suggested contacting the National Association of Home Builders (NAHB) to see if they have any recommendations.

Wellsville Campus Projects
Workforce Development Building – new flooring has been installed and the painting completed on the first floor. The fire alarm and sprinkler system has been installed and they now can tie into the old Building Trades building. The dust collection system is in the works and cost of installation is being quoted. The completion of the mezzanine will be in next year’s budget. Bathroom partitions are being installed and should be completed within the first few days of the semester.

Culinary Arts – Preparations were made for the new serving line in the dining faculty.

Summer Campus Maintenance Projects – Overgrown shrubs were removed and replaced with deer resistant plantings, temporary stairs were installed in Freshman electrical, and work began on cleaning up the building south of the Masonry building. The building is currently unused, and the plan is to create an accessory space for facilities and function as a centralized shipping and receiving area, as the building already has a loading dock.

HVAC Renovations – Jeff Stevens reported the fire alarm/sprinkler system is installed. Cost came in higher than budgeted. The booth buildout is in the final stages. The interior metal framing is complete, and students can use it this semester.

Old Business
Andover Property – Jeff Stevens reported the house is sold, and this item can be removed from future agendas.

Betty Brown Property – No update as Joe Greenthal was excused from the meeting.

Solar PV Proposal – Craig Clark was excused from the meeting but indicated he plans to have a developer by the next meeting.

Additional Land Options – Casey Joyce reported he contacted Harold Short, and he is interested in donating the property but is looking at the tax benefit. Casey will continue occasional contacts with him.

Timber Harvest on Meservey Hill South – Casey Joyce noted the report from Keister Consulting, Inc. was distributed to committee members. Jeff Stevens noted the committee has options. Mary will resend the report to committee and discussion will continue at the next meeting.

Master Plan – Casey Joyce has had conversations with Jeff Stevens and George Goetschius, noting the importance of keeping the best interest of the campus in mind. Discussions will continue at the next meeting.

New Business
2021-2022 Goals – Goals from 2020-2021 were reviewed. Items #3 and #4 were completed and will be removed. A lengthy discussion of possible goals for 2021-2022 followed. The committee agreed on the following goals:

4. Identify community needs for future housing projects.
5. Plan and develop building projects to meet identified community needs.
6. Develop a Forest Management Plan for all current Ed Foundation woodland properties.
7. Develop a plan to organize and manage undeveloped Ed Foundation properties.
8. Review, update and continue implementation of Master Plan for the Wellsville Campus.

Casey noted the goals listed may be on-going and require extensive work. It was suggested the committee consider creating subcommittees to focus on specific projects in order to keep the projects moving forward. Committee discussed projects that could benefit from a more focused group and agreed the following three subcommittees could be formed to concentrate on:

- the development of the Proctor Road project – identifying a consultant for guidance and working with the village to annex utilities, etc.
- the Master Plan – review the current plan and determine the goals for the campus, then review and update the Master Plan as appropriate.
- a forest management plan for woodland properties and organizing and managing the undeveloped properties owned by the Foundation.

Concern was raised about the size of the committee, noting it may be appropriate to expand the committee. Committee members are asked to consider the subcommittee idea and participating in one of the subcommittees.

Public Relations Committee Meeting – September 2, 2021

Introduction of New Committee Members
George Goetschius introduced Ruthanne Ashworth and Ryan Miller as new committee members. George also noted that Mark Payne and Ashley Shaloo both left the college and Faculty Senate is in the process of filling their vacancies. The names of the replacements should be available in the next week or so. Jeff Cole also left the college and a search for his replacement is in process.

Calendar Review

The 2020-2021 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2020 – New Board Members
- ✓ September 2020 – Groundbreaking for House #57

- December 2020 – Autobody Wreck/Rebuild program
- February 2021 – Peer Tutoring
- February 2021 – Scholarship Awards
- March 2021 – Work Grant – was removed as funding was not used due to COVID
- ✓ May 2021 – Completion of House #56
- ✓ May 2021 – Chamber of Commerce window
- ✓ May 2021 – Commencement Car
- Possible Future Press Releases
    - Donation of property from Town of Wellsville
    - Skills USA

Press releases for all calendar items for 2020-2021 were completed with the exception of the Work Grant press release and "possible future press releases". Discussion of the donation of the Town of Wellsville property followed. It was agreed to keep that listed but hold off on a press release until development of that property is started. It was noted that no students competed in Skills USA this year, but that item will also remain on the future press release list as that is an annual event.

A question concerning Work Grant was raised. It was noted the unused $10,000 allocated for Work Grant last year was moved to the scholarship allocation. The Audit & Finance committee was informed that Work Grant is being terminated, and the Audit & Finance committee moved that $10,000 into the scholarship allocation.

Old Business

- Website update – George Goetschius noted there are two different homes identified as House #49. Jack Jones will try to identify the homes to get that corrected. George also noted the video for House 54 is still in "house is for sale" link and wondered if it could be moved to the "project" link. Russ Nunley will move the video. Russ also made the change noting that House #56 is sold and House #57 is under construction.
- Ed Foundation History – Mary has completed the history through June 2020 and will forward it to Russ Nunley.

New Business

- House sign – Jack Jones noted that this committee has split the cost of the signs for Houses #55 and #56 that were placed at the properties during construction with the Dean's office. Jack is requesting support again this year for a sign for House #57. Jack noted the 4' x 8' signs are hung in the Workforce Development Building after the homes are completed and are shown off during prospective student tours. The committee's budget is $750 and there are no anticipated expenses this year. Jack will get a price for the sign and bring it to committee for a decision.
- 2021-2022 Calendar – Items for this year's calendar were discussed. With a new writer for press releases still in the search process, committee agreed to move the first press release back to October. The 2021-2022 Calendar agreed upon includes:
    - ✓ October 2021 – New Board Members
    - ✓ December 2021 – Autobody Wreck/Rebuild program
    - ✓ February 2022 – Scholarship awards
    - ✓ February 2022 – Peer Tutoring
    - ✓ May 2022 – Chamber of Commerce window
    - ✓ May 2022 – Commencement car
    - ✓ Possible Future Press Releases

    - Development of property from Town of Wellsville
    - Skills USA
- 2021-2022 Goals – The current goals were reviewed. Committee agreed the goals remain the same as last year's goals.

Other

- George Goetschius noted that Ruthanne Ashworth has agreed to chair this committee and will run the meetings in the future.

By-Laws Committee Meeting – September 9, 2021

New Business

- Goals for 2021-2022 – Goals were reviewed. Motion: George Goetschius made a motion that goals for 2021-2022 remain the same as the 2020-2021 goals. Sandy Sawyer seconded the motion. Motion carried.

Old Business

- Board Vacancies – With the resignations of Ashley Shaloo and Mark Payne, Faculty Senate ran a special election with Jenny Thwing and Brad Smith being elected to fill the vacancies. Mary will send them letters and invite them to the first board of directors' meeting.
- Two vacancies still remain on the board – one Friend and one Alumni. Jeff Stevens noted he has talked to an individual who is interested in filling the Friend vacancy. However, the individual just took a new job, and Jeff would like to hold off for a couple of months to give him time to adjust to his new position. The Alumni vacancy was also discussed. A suggestion was made to include an "ad" in the next Alumni newsletter "Transitions" stating the Ed Foundation is looking for an alum to join the Ed Foundation board. Jeff Stevens will notify Danielle White.
- Whistleblower Policy – A lengthy discussion of the Whistleblower policy followed. Committee agreed to have the Ed Foundation policy, along with the college's and ACES's whistleblower policies, be reviewed by Peter Degnan to ensure the policy is adequate.
- By-laws and Operations Manual Updates – In George Goetschius' review of the manual, he offered some suggestions including revising the name of the Alumni Advisory Council to Alumni Office to be consistent; adding "ex-officio" to President's membership; adding "in consultation with the Ed Foundation" when appointing Alumni directors and adding language to the by-laws in the event of resignation of the college president before a permanent replacement is named. It was also suggested that other committees review their sections and provide necessary updates. Mary will send sections to the appropriate committees.

Audit & Finance Committee Meeting – September 16, 2021

Peter McClain introduced Jonna Anne. Jonna will be replacing David Sengstock as the Executive Director of ACES upon his retirement on October 1, 2021.

Operating Revenues – Peter McClain reported the balance in the checking account is $785,305.37, with receipt of the rent check. The balance in the investment account is $1,428,537.60, of which $385,410.36 is cash. No unusual expenditures were noted.

New Business

- 2021-2022 Goals – Last year's goals were reviewed. Minor changes to the language in #5 and #7 were made. Motion: David Sengstock made a motion to accept the 2021-2022 goals as amended. Jim Knapp seconded the motion.
- Investment Account Overview – The investment overview from Sage Rutty was distributed. As of September 1, 2021, the balance in the account was $1,429,794.47 of which $385,408.78 was cash. Peter noted he, David Sengstock and Jonna Anne recently reviewed the performance of the funds over the past several years. David will try to compile those statistics and have them available for the next meeting. The funds are currently 60% in equities and 40% in cash. Discussion whether to review and revise the portfolio followed though no action was taken.
- Meeting length – Peter McClain noted several meetings through the year the allotted one-hour time slot prior to the board meetings did not allow enough time to thoroughly cover the agenda. Discussion whether to move committee meetings one-half hour earlier, beginning at 3 p.m., or moving the meetings to a different day followed. Committee agreed future meetings will begin at 3 p.m. but the agenda will be reviewed prior to the meeting by the committee chair and, if there is a light agenda, meeting will be moved back to 3:30 p.m.
- Operations Manual – Peter McClain noted that the By-Laws Committee has requested that the Audit & Finance information in the Operations Manual be reviewed by the committee and updated as appropriate. Peter noted he will make his revisions and send on to committee members for their review.

Old Business

- Scholarship allocation to Major Gifts Campaign – It was noted when the Admissions Office requests the scholarship check, ACES will send the check to Institutional Advancement. Notifications to students will be sent from that office. Joe Greenthal noted a significant number of students were impacted with the change in the scholarship program. This year 571 first-year students received scholarships compared to last year's 157 students.
- MOU between Ed Foundation and ACES - The MOU has been signed and will renew again in 2023-24.
- Line of Credit – The line of credit has been updated with Community Bank and will require annual renewal.
- Workforce Development Building – The partitions for the bathrooms have been installed. Flooring and painting have been completed on the first floor. The equipment for the dust collection system has been ordered. Jeff Stevens reported the exterior installation of the dust collection system can be started anytime and the interior installation will be done over the winter break. The fire alarm and sprinkler system has been installed.
- Wellsville Campus Projects – Jeff Stevens noted the temporary classroom was removed over the summer. Came in over budget due to the asbestos.
- Property updates – Jeff Stevens reported there has been water issues on Meservey Hill and they are working with the town to get it under control. House #56 was affected, but the issue has been addressed. Rose Cook received the check after the septic system passed inspection, so House #56 and 48 Chestnut in Andover can be removed from future agendas. Students are well under way with House #57. Expect to have the house framed and dried in by the end of this semester. House #58 is in the planning stages. That house will not be built on a full basement. Floor plan will be decided on in the near future. Students are also working on the town barn project. That project is going well. There are 50-60 carpenters and heavy equipment operations students working on the project, and it is going up quickly.

Board of Directors Meeting – September 16, 2021

Introductions

George Goetschius introduced Ruthanne Ashworth, Ryan Miller, Bradley Smith and Jennie Thwing to the Board, noting that Brad has replaced Mark Payne and Jennie is replacing Ashley Shaloo, as both resigned from the college. George also introduced Jonna Anne, the new Executive Director of ACES who will replace David Sengstock upon his retirement on October 1.

Old Business

Dinner following Board meetings – members discussed returning to having dinner following the board meetings. Those in attendance agreed to having dinner after board meetings. Reservations will be made for dinner following the October board meeting.

Property Committee Meeting – September 28, 2021

Meservey Hill Updates

House #56 – Jack Jones reported the final budget for House #56 will be ready for the next meeting. More topsoil and seed will need to be purchased as additional work is needed to complete the landscaping. The owners are concerned about the moisture on the walls in the basement. Students have added new swales to redirect runoff, and town supervisor, Dean Arnold has evaluated the area and is working to mitigate the situation. Jeff Stevens has met and will be meeting again with the owners and is confident their concerns will be alleviated.

House #57 – Jack Jones noted there is no budget update since no additional funds have been spent so far this year. Students are moving forward on the foundation and the foundation should be completed this week. Students will start framing the house after the fall break and anticipate having the framing completed and the house dried in by the end of the semester. A budget update will be presented at next meeting.
Jack reported the town barn project is going well. Students will be setting the last of the trusses this week and will then start the roof. Jack noted he has been meeting with Shad Alsworth and Dean Arnold on a regular basis and he will be attending town board meetings to report on the progress of the project.

House #58 – The two floor plan options for House #58 were reviewed and discussed. Jack Jones reminded committee there will only be a crawl space basement on this lot. After discussion, committee agreed the 1834 sq. ft. home would be a better option than the 1535 sq. ft. home. Both homes have three bedrooms and two baths, but the larger home also has a bonus room option which, committee agreed, could be set up for easy completion by owners. Jack noted some changes to the plan would be made to have the house blend in with houses #54 and #55. Some changes noted included instead of the garden window in the dining area, a regular or bay window will be used; instead of the wall of windows in the back of the home, a patio door would be installed; and instead of the batt and board siding, a more traditional siding will be used. Jack also noted the garage could be extended to include a utility room for the mechanics instead of using the crawl space. Motion: Peter McClain made a motion to approve the 1834 sq. ft. Leesburg floor plan for House #58. George Goetschius seconded the motion. All in favor, motion passed unanimously. Once the floor plan is received, Jack and faculty will

create the budget for the home to present to the committee. Casey Joyce reminded committee House #58 is the last parcel on Meservey Hill.

Town of Wellsville Parcel – Jeff Stevens noted he was not able to identify a faculty member from the college who could act as a consultant on this project. It was suggested that Dan Mossien be contacted to see if he might be a consultant on this project or, if not, he may be able to identify an individual who would be. Casey noted he had a brief conversation with Mr. Randy Shaler, mayor of Wellsville, regarding annexation of the Proctor Road for village electric, water, and sewer and will continue the conversation to understand what the process entails.

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens noted they are waiting on bids for the dust collection installation.
Culinary Arts – Installation of the new serving line is on track for installation during winter break.
Campus Maintenance Projects – Crews are finishing up summer work.
HVAC Renovations – Building construction students completed the framing of HVAC lab booths and they are waiting for the architect to do the final walk through and then have the inspection completed.
Jon Nickerson showed photos of the various projects that were completed over the summer including the library and University Police rehab, the HVAC lab booths, the start of the central shipping and receiving area, temporary steps in freshman electrical and the bathroom partitions and new flooring in Workforce Development Building.

New Business

- Subcommittee discussion – Continuing the discussion from last meeting, Casey noted the number of projects the committee is facing and the importance of keeping them all moving forward. It is appropriate to break into smaller work groups or subcommittees to focus on the specific projects. The three subcommittees identified are: 1) Proctor Road Development – group will, among other tasks, identify and work with a consultant to determine the best use of the property, work on annexation of electric, water and sewer with the village, and determine the type of housing for the area. 2) Master Plan – the group will review the current plan and determine the needs of the campus to best support the student educational experience. 3) Undeveloped Ed Foundation Property Management – the group will organize and map out all Ed Foundation properties and determine the benefit of each to the Foundation. They will determine if there are current properties appropriate for student building projects. The group will also review the Forest Management plan and determine the next steps for the woodlands owned by the Foundation.

  Committee members in attendance were encouraged to volunteer on one of the three committees and Casey will be contacting others to get the subcommittees established so work can begin in the next couple of weeks. The plan is to have the subcommittees meet over the next couple months and then report on the progress at the next Property Committee meeting on December 9.

Old Business

- Betty Brown Property – Joe Greenthal reported that he has a draft from SUNY legal that he is reviewing and will be sending on to committee soon.

- Solar PV Proposal – No update. Craig Clark was excused from the meeting but had indicated he was working on identifying a developer.
- Additional Land Options – Casey Joyce noted he has tried to contact Harold Short a couple times since the last meeting but has not received a response. He will continue to try to contact him. Casey noted it will be important for the subcommittee to identify a potential site for the next home in case this option doesn't work out.
- Timber Harvest on Meservey Hill South – The report from Keister Consulting was briefly discussed. Subcommittee #3 relating to undeveloped properties will review the report more thoroughly and make recommendations.
- Master Plan – Subcommittee #2 will review the plan, determine the campus needs and make recommendations for updating the Master Plan to accomplish the goals of the campus.

Scholarship Committee Meeting – October 7, 2021

Scholarship Report Review

2020-2021 Scholarship Report: The 2020-2021 Educational Foundation final scholarship report was reviewed noting 557 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 488 spring admissions scholarship recipients, 50 received a 4.0, 347 received a 3.0-3.99, 59 received a 2.5-2.99, 21 received a 2.0-2.49, 10 received a 1.0-1.99, and 1 received less than a 1.0 GPA.

2021-2022 Scholarship Report: The summary report of the 2021-2022 scholarship awards following fall 2021 registration was reviewed. The Educational Foundation allocated $185,000 for scholarships – $40,000 for the Distinguished Scholars program and $145,000 for admissions scholarships. The admissions scholarships are broken down as follows: $76,500 for Academic Distinction, $48,500 for ASC Pioneer Awards, $10,000 for Phi Theta Kappa, $7,000 for Transfer Scholarships and $3,000 for Vocational Excellence. The total college sponsored scholarships offered to date is $4,526,688.73.

Betsy Penrose noted with the new merit scholarship program, the Academic Distinction scholarships and the Excellence in Education scholarships will continue to decrease over the next 3-4 years. Betsy stated this year's Academic Distinction award decreased approximately $50,000 from last year's $127,500, and those funds now support the ASC Pioneer Awards. Betsy explained the ASC Pioneer Awards are awarded to students in associate/2-year degree programs, which include the Wellsville programs, and the ASC Scholars awards are awarded to students in the bachelor's degree programs. Committee members expressed their approval of supporting the ASC Pioneer Awards. Betsy noted at the next full board meeting, she will request approval from the board to have the Ed Foundation support the ASC Pioneer Awards in the new scholarship program.

New Business

- Annual Report – The 2020-2021 Annual Report highlighting accomplishments for the year was distributed for review by committee.
- Scholarship Yield Reports – The 2021-2022 Yield Information was reviewed noting through the new Merit Scholarship Program, awards were offered to 2070 students with 566 students enrolling for a 27.3% yield. Betsy noted Alfred State incoming student enrollment increased approximately 4 percent, however the overall enrollment decreased 6.9 percent with a total enrollment of 3,414 students (3092 full-time and 322

part-time students) compared to 3,667 students last year. Out-of-State enrollment has also increased, but the returning/continuing student enrollment has decreased.

- 2021-2022 Goals – The current goals were reviewed and discussed. Committee agreed goals for 2021-2022 remain the same as those from 2020-2021.

Audit & Finance Committee Meeting – October 21, 2021

Operating Revenues – Peter McClain reported the balance in the checking account is $723,735.10, which is up approximately $30,000 from the same time last year. The balance in the investment account is $1,434,038.48, of which $385,414.06 is cash. Peter noted that two years ago the investment account was at $1.007 million; the account has done very well. No unusual expenditures were noted.

New Business

- Investment Account – Peter McClain noted that Sage Rutty is currently taking profits over the $1 million threshold and putting them into cash. There is now $385,414.04 in cash. A lengthy discussion followed whether to continue with that strategy or to make a change. It was noted in the current budget that $265,000 of the investment account will be used for capital projects in fiscal year 2021-22. With approximately $120,000 over that amount already in cash, the dividends and capital gains to be added throughout the year, and the threat of inflation, committee agreed to recommend a change to the full board. Motion: Jim Knapp made a motion to recommend to the full board that Sage Rutty be notified immediately to cease taking profits over the $1 million threshold off the corpus but continue to hold dividends and capital gains as cash. George Goetschius seconded the motion. All in favor, motion passed.
- Meeting Owl – Peter McClain noted he expects future meetings to be held in-person with the option of attending virtually. He suggested the committee consider purchasing a “meeting owl”, which is a smart conference camera that allows more engaging meetings for participants in the room and those who are remote. Cost is around $1,000. Joe Greenthal noted that the Development Fund board also discussed a similar purchase, and Joe noted that the college’s IT department is looking into it and it may be that the college will purchase the item. Committee will hold off on purchase for now to see what the college will do.

Old Business

- Review of Operations Manual – Committee members spent considerable time reviewing its policies and procedures in the Operations Manual. Review will continue at next meeting and edits will be forwarded to the By-Laws committee in February.
- Workforce Development Building – No update.
- Wellsville Campus Projects – Jeff Stevens noted the fire alarm system in senior HVAC has been installed and is now complete. The booth renovation on the second floor has been completed and are now waiting for the architect to make the final walk-thru and then the inspection can be done.
- Property updates – Jeff Stevens reported the foundation for House #57 is complete and students are installing the sub-flooring. The floor plan has been selected for House #58. Jeff Stevens reported the Property Committee is setting up subcommittees and one of them will be working on the donated property from the Town of Wellsville. Jeff noted the committee will seek the guidance of professional architect and a line item should be added to the 2022-2023 budget for that purpose. Jeff also noted the town barn project is going very well. The town supervisor, Shad Alsworth, is very pleased with the work the students are doing.

Other

Joe Greenthal informed the committee that SUNY Audit (internal audit office for SUNY as a whole) is auditing foundations all across SUNY. The objectives of the audit are to determine whether each Foundation has 1) established adequate internal controls, procedures, and practices related to the procurement and contracting of goods and services at a fair and reasonable price and are free from conflicts of interest, and 2) ensure foundation funds are used for a clear and adequate business purpose in accordance with each Foundation's mission, are necessary, adequately documented, and are in compliance with SUNY Guidelines and Not-for-Profit Corporation Law. They are looking for copies of all service contracts and all transactional data for the last two year. The audit is designed to identify improvement opportunities where needed. Joe explained that the Ed Foundation is subject to this audit because it has two agreements with the college. One is the relational foundation agreement and the other is the lease agreement. In the relational agreement, the document states: The Foundation will conduct its Activities, as defined in Section 2, below, in accordance with the policies of the Campus and State University, including the Board of Trustees' Guidelines for Campus-Related Foundations, as required by New York Education Law §355, attached hereto and made a part hereof as Exhibit B. Exhibit B includes the SUNY guidelines regarding all foundations and holds them as guidelines governing this agreement between the college and the foundation. Joe noted he will provide committee the compiled information for review prior to sending it on to SUNY.

Board of Directors Meeting – October 21, 2021

Guest Presentation

Mr. Craig Stevens, Bonadio & Co., LLP introduced Ms. Amanda Della Sala and noted he is in the process of retiring and Amanda will be taking over once he is retired. Ms. Della Sala presented the audit findings for the year ending June 30, 2021, noting one new accounting procedure in fiscal year 2021 was adopted by the Ed Foundation – Accounting Standards Update (AS*) 2018-13, *Fair Value Measurement (Topic 820); Disclosure Framework – Changes to the Disclosure Requirements for Fair Value Measurement,* though it did not pertain to the Ed Foundation this year. No other new accounting policies were adopted, and the application of existing policies was not changed during the year ended June 30, 2021. Ms. Della Sala reported no transactions entered into by the Foundation lacked guidance or consensus and all significant transactions have been recognized in the financial statements in the proper period. The financial statement disclosures are neutral, consist, and clear; there were no difficulties in dealing with management in performing and completing the audit; they did not identify any material misstatements during the audit. Ms. Della Sala presented the statements of activities and change in net assets over the past five years. Rent remains consistent, there was a significant increase in investment income consistent with the market performance in the current year, the depreciation expense decreased slightly, there was an increase in repairs and maintenance due to the removal of the temporary classroom, though repairs and maintenance were lower in 2020 due to the COVID-19 shutdown of the campus for a portion of the year. Cash increased in 2021 due to the sale of two homes. Investments increased due to the market performance during the 2021 fiscal year. There was a decrease in the investment in homes due to the sale of houses #55 and #56 in 2021. Mr. Stevens noted the balance sheet for the Ed Foundation is extremely strong with no liabilities; it was a great year for the Foundation.

Other

Joe Greenthal informed the board members that SUNY Audit (internal audit office for SUNY as a whole) is auditing foundations all across SUNY. The objectives of the audit are to determine whether each Foundation has 1) established adequate internal controls, procedures, and practices related to the procurement and contracting of goods and services at a fair and reasonable price and are free from conflicts of interest, and 2) ensure foundation funds are used for a clear and adequate business purpose in accordance with each Foundation's mission, are necessary, adequately documented, and are in compliance with SUNY Guidelines and Not-for-Profit Corporation Law. They are looking for copies of all service contracts and all transactional data for the last two year. The audit is designed to identify improvement opportunities where needed. Joe explained that the Ed Foundation is subject to this audit because it has two agreements with the college. One is the relational foundation agreement and the other is the lease agreement. In the relational agreement, the document states: The Foundation will conduct its Activities, as defined in Section 2, below, in accordance with the policies of the Campus and State University, including the Board of Trustees' Guidelines for Campus-Related Foundations, as required by New York Education Law §355, attached hereto and made a part hereof as Exhibit B. Exhibit B includes the SUNY guidelines regarding all foundations and holds them as guidelines governing this agreement between the college and the foundation. Joe noted he will provide committee the compiled information for review prior to sending it on to SUNY.

Public Relations Committee Meeting – December 6, 2021

Calendar Review
The 2021-2022 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ October 2021 – New Board Members
- December 2021 – Autobody Wreck/Rebuild program
- February 2022 – Scholarship awards
- February 2022 – Peer Tutoring
- May 2022 – Chamber of Commerce window
- May 2022 – Commencement car
- Possible Future Press Releases
    - Development of property from Town of Wellsville
    - Skills USA

Old Business

- Website update
    - ✓ Photo gallery – House #56 will need to be added. With Jack Jones excused, item was tabled.
    - ✓ Ed Foundation History – History through June 2020 has been updated and is now on the website.

New Business

- Operations Calendar – Mary Scholla reported that it was suggested by the ACES office that this committee request from them the amount of capital spending annually in December, instead of every five years when the roll-up is updated. The Public Relations committee's Operations Calendar will be updated to reflect this addition.

Audit & Finance Committee Meeting – January 20, 2022

Operating Revenues – Peter McClain reported the balance in the checking account as of December 31, 2021 is $475,034.47, which is up approximately $170,000 from the same time two years ago. The balance in the investment account is $1,450,284.85, of which $446,339.31 is cash. The investment account is up approximately $360,000 over the last two years. No unusual expenditures were noted.

Old Business

- SUNY Audit of Foundations – Joe Greenthal reported that he has submitted the appropriate documentation to SUNY for the auditors' review. Joe noted a completion date of the audit was not set, but he believes it will be done by the end of this semester and he does not anticipate any issues for the Ed Foundation.
- Meeting Owl – The campus has not purchased a meeting owl; however, the equipment being used for this meeting is adequate and members agree there is no need to purchase a meeting owl.
- Review of Operations Manual – Peter McClain will compile the comments and revisions he has received from committee members and send them out to committee for review. Members will complete the review of the Audit & Finance portion of the Operations Manual at the February meeting.
- Workforce Development Building – Jeff Stevens reported the final design for the installation of the dust collection system has been approved and the installer is in the design to build stage. The installation can be completed while students are on campus and is on target to be installed this semester. It came in a little over budget ($125,000 was budgeted and actual cost is $138,000). Jeff explained that other items were under budget, so it balances out. Mossien has been working on the mezzanine floor design. Estimated cost to complete the floor is $103,000 and will go into next year's budget. Discussions with Institutional Advancement to create a Hall of Excellence in the foyer of the Workforce Development Building have begun. No final plans have been made. The shipping container that is currently in the middle of the WDB will be moved out, and Jeff noted the China Decathlon building is currently being used as a training experience for building renovations.
- Wellsville Campus Projects – Jeff Stevens noted the Welding lab will be getting a new roof, cost of which came in $9,000 less than budgeted. The Culinary Arts renovation will be ready when students return to campus next week. Jeff expressed his appreciation to all involved in the project including ACES, the Ed Foundation, the Academic Affairs division, and the maintenance department. LED lights have been installed in in Senior Auto. Jeff also noted a new air conditioning unit has been installed in Freshman Auto.
- Property updates – House #56 – Jeff Stevens reported the students completed the work to redirect the run-off in the fall and he has not heard from the landowner recently. Students will return in the spring to do the grading and seeding of the yard. House #57 - Jeff Stevens reported the house was framed and dried in for the winter. House is on budget. House #58 – Students will dig the foundation and pour the footers this spring semester. Town Barn project will continue. Windows were delayed, floor will be poured, and students will finish off the outside of the building. Jeff reported it has been a very good experience for the students and they have enjoyed it.

- 2022-2023 budget items were briefly discussed, including adding a budget line for the development of the Proctor Road property. Roof replacements and painting of exterior metal buildings will also be on the list for next year's projects.

Property Committee Meeting – February 3, 2022

Foundation Student Projects

House #56 – Jeff Stevens met with the homeowners and students will finish the punch list items including installing the attic door and replacing the plastic plugs for the double door. Owner requested a water filtration system due to a slight sulfur smell in the hot water, but Jeff denied that request. The owner noted there is no water in the basement, so the drainage is working. They owners also installed a dehumidifier and fan. Students will return in the spring to complete the grade work and seeding. Since the budget for House #56 has already been closed, any additional amount will be deducted from the budget of House #57, and that amount will be logged separately from House #57 in order to have an accurate total for House #57 to be considered when setting the sale price for the home.

House #57 – Jeff Stevens noted the roof is three-quarters complete. The electricians and plumbers will begin interior work in the next few weeks. The house is on schedule to be completed in May 2023. Jeff distributed the budget for the house and $189,862.91 of the $245,100 has been spent to date. Jeff also noted he has had two inquiries on the house.

House #58 – Faculty are reviewing the plans and building the budget. This house will be built on a crawl space basement.

Jeff noted that House #54 was resold. The new owners and their attorney are asking for an easement statement for the lot, as the road does not revert to the town until all lots are completed although the road is maintained by the town. Jeff noted this is the first time this issue has come up, and Jeff has been in contact with Peter Degnan. Peter is reviewing the request and will contact the attorney for the new owner.

Town Barn project – Jeff Stevens reported the students will begin working on the town barn project next week. Carpenters will be finishing the metal on the exterior walls and trim and will be installing insulation board and mesh. Jeff noted that Kevin Costello has taken over for Jack Jones. The senior HVAC students are going to install the in-floor heating system. Once that is complete and the floor is poured by an outside contractor, the electricians and plumbers will begin the interior finishes.

Subcommittee Reports
Proctor Road/Trapping Brook Road Development – George Goetschius, Jeff Stevens, and Jeff Ashline (Mossien) recently met with the village board. The board members seemed receptive to the plan. The main point George and Jeff tried to express was that no decisions have been made for the property, and they are looking for thoughts, ideas and feedback from the village board and community in order to make the best decisions for the development of the property. On February 9, 2022 they will meet with the town board members. Discussion followed. It will be necessary to create a formal contract with Mossien for continued guidance with the

development of the property and to get a clear idea of the costs associated with the development of the proper, so funds can be allocated in the annual budget.

Master Plan – nothing to report.

Undeveloped Properties – With House #58 the final house on Meservey, it will be necessary to have a plan to start a foundation for the next home in spring 2024, at the latest. It is uncertain whether the Harold Short property will materialize, so other options will need to be considered. The Barber properties may be options, but this committee will need to look at all properties owned by the Foundation to determine the options.

Wellsville Campus Projects
Workforce Development Building – Jeff reported he has been in contact with the contractor, and they are in the final design for the dust collection installation. Everything is underway and on schedule. Quotes for the mezzanine floor were about $100,000. The masonry and carpenter students may be interested in doing the work. Faculty will review the project to determine whether it is feasible for a student project.
Culinary Arts – Installation of the new serving line is complete and fully functional. Jonna Anne noted that opening day went perfectly smooth. Students are thrilled to have the variety of foods and options now available, and the staff is enjoying it. Jeff expressed his appreciation to all involved and is anxious to show it to board members.
Campus Maintenance Projects – Jon Nickerson reported there was a water main break in front of the Zero Energy Home and, fortunately, the village was responsible for the repair. A photo of the water was shared with committee. Jon noted the Pioneer Student Union was designated as a state-run Covid-testing site. Jon also reported he is looking into a light project to replace all exterior lighting with LED lights. Jon expressed his appreciation to his Wellsville facilities staff who were faced with over 100 work orders for the campus and completed all but about 25 over the winter break.

Old Business
Betty Brown Property – Casey Joyce and George Goetschius are reviewing the draft document received from Joe Greenthal from the SUNY legal department. Casey and George will discuss questions with Joe and then George will get a copy to Peter Degnan for his input.

Solar PV Proposal – Craig Clark noted that he has an interested contractor in the solar project and has forwarded additional information that has been requested.

Additional Land Options – Casey Joyce noted he continues to be in contact Harold Short and waiting for a response from him.

Public Relations Committee – February 10, 2022

Calendar Review
The 2021-2022 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ October 2021 – New Board Members
- December 2021 – Autobody Wreck/Rebuild program

- February 2022 – Scholarship awards
- February 2022 – Peer Tutoring
- May 2022 – Chamber of Commerce window
- May 2022 – Commencement car
- Possible Future Press Releases
    - Development of property from Town of Wellsville
    - Skills USA

Paul Welker noted he has draft press releases for peer tutoring and scholarship awards prepared. Once the final review is complete, he will publish the peer tutoring press release this week and once he confirms a few numbers with Betsy Penrose on the scholarship press release, that press release will be complete and will be sent out at the end of the month. Paul noted press releases are sent to the distribution list for newspapers from New York City to our local papers and are posted on social media including Facebook and Twitter.

Old Business

- Website update
    - ✓ Photo gallery – House #56 has been added to the website, but not in the photo gallery.
    - ✓ Ed Foundation History – The history on the website goes only through 2010. Paul will look into it and get the appropriate history through 2020 posted.

New Business

- Budget Request for 2022-2023 – Committee discussed possible needs for next year's budget, which include the sign for House #58 and possibly some printing needs. Motion: George Goetschius made a motion to request $800 for the sign and other printing supplies as needed. Ryan Miller seconded the motion. Motion carried.

By-Laws Committee Meeting – February 10, 2022

New Business

- Nominations for Board President and Secretary/Treasurer for annual meeting. It was noted that Peter McClain's term is up in May, so Secretary/Treasurer position will be vacant. Mary Scholla will solicit for nominations.

Old Business

- Two vacancies still remain on the board – one Friend and one Alumni. Jeff Stevens noted he has talked to an individual who may be interested in filling the Friend vacancy. With Jeff unable to attend the meeting, no update on the individual was available. The Alumni vacancy was also discussed. At the last meeting it was suggested an "ad" be included in the next Alumni newsletter "Transitions" stating the Ed Foundation is looking for an alum to join the Ed Foundation board. Val Nixon noted a paper copy is no longer sent to Alumni, but the newsletter is available online. How best to reach out to Alumni was discussed, and it was noted that with the option of virtual meetings, location of members no longer needs to be a restriction. Mary Scholla will notify Danielle White to request assistance from her area.
- Whistleblower Policy – George Goetschius will follow up to obtain copies of Alfred State's and ACES's policies and forward them on to Peter Degnan along with the Foundation's policy to ensure the Foundation is covered.

- By-laws and Operations Manual Updates – Mary Scholla sent sections of the manual to the appropriate committees requesting any updates. Audit & Finance is working on their updates and should have them to the committee by March.

Property Committee Meeting – March 9, 2022

Foundation Student Projects

House #56 – Jeff Stevens noted there has not been anymore issues with water in the basement even with the recent heavy rains. The final grade work and reseeding will be completed once the weather breaks this spring.

House #57 – Jeff Stevens noted the electricians and plumbers are working in the home, installing the plumbing, the heating system and the electric. Once that is complete, the dry wall will be hung and coated. The work is on schedule. Completion is expected May 2023.

House #58 – The budget was presented to committee with an estimate of $288,328.52. Discussion followed. Jeff noted it was mentioned to him that because the home will be built on a crawl space and not a full basement, dimensional lumber may be used instead of engineered lumber, which may result in some savings. With this estimate much higher than previous homes, committee agreed to have Jeff take it back to the faculty to see if there are any additional options for cost savings. In the meantime, the board will be informed of the budget at the next board meeting.

Town Barn project – Jeff Stevens reported the HVAC students are scheduled to install the in-floor heating system in the office space, students have installed the center drain and preparing for the floor pour (by other contractors). Carpenters are planning on finishing the metal on the exterior walls and will begin the rough framing for offices in the interior this semester as soon as the floor is completed.

New Business

2022-2023 Budget – The proposed budget for 2022-2023 was shared with the committee. Jeff reported the dust collection system is in the final design stage but both he and Jon are doubtful the June deadline will be met due to possible delays in production and delivery. Therefore, Jeff and Jon are requesting an extension to have the $100,000 be moved to the 2022-2023 budget. The remaining budget included the maintenance of $69,000 along with funds for the Workforce Development Building mezzanine floor finish, masonry roof, replacement of doors on campus, drainage and wastewater DI repairs, centralized shipping and receiving area and siding on the autobody building for a total of $270,000. Additional asks for this budget cycle amount to $180,000 and include funds for the freshman auto gantry, HVAC clean energy renovation, dust collection system incidentals, sidewalk repairs in the area of the pavilion/ freshman auto, an upgrade to the picnic/patio area at the freshman electrical building and renovation to the old welding lab to create a diesel generator training lab. The college has submitted an application in the amount of $150,000 to help fund the equipment to support the training. They are now seeking funds to support an adequate space to host the lab. Other projects in the planning stages, that do not have dedicated funds within this budget cycle include upgrade to LED lights on walkways and buildings on campus, windows for the “H” building, “H” building exterior stair replacement and the installation of EV charging stations on campus. Motion: George

Goetschius made a motion to recommend and forward the property committee's proposed 2022-2023 budget that includes carrying over $100,000 from the 2021-2022 budget for the installation of the dust collection system, $69,000 for annual maintenance, $270,000 for capital improvements and $180,000 in additional funding requests to the Audit & Finance Committee. Joe Greenthal seconded the motion. All in favor, motion carried.

Subcommittee Reports
Proctor Road/Trapping Brook Road Development – Jeff Stevens reported he and George have met with both the Town and Village boards. Both are receptive to the plans and suggestions for next steps were given by the boards. Jeff also noted that Dan Mossien has notified Jeff that he will be retiring and closing his business at the end of April. Dan suggested contacting the architecture firm SWBR to take over the project. Jeff will contact Jeff Ashline (Mossien) to see what his future plans are, and he may then contact SWBR. It was suggested that if SWBR is contacted, an introductory meeting be set up to determine whether they would be a good fit for this project.
Master Plan – No report.
Undeveloped Properties – No report.

Wellsville Campus Projects
Workforce Development Building – Jeff reported the dust collection system and the mezzanine remain the top priorities for the building.
Culinary Arts – Installation of the new serving line is complete and fully functional. Jeff invited committee members to stop in to see the improvements.
Campus Maintenance Projects –Facilities services has repaired the open ceiling in the old HVAC laboratory post the installation of the fire suppression. Jon Nickerson also reported his staff will be moving forward with work orders over the spring break next week.
Building Trades/HVAC Renovations – Jeff Stevens reported the building is in full use and there are no concerns or issues with the code inspection. Officials asked us to post the Load ratings of the emp structure to each level and Jeff will follow through.

Old Business
Betty Brown Property – George Goetschius has completed his review of the draft document from Joe Greenthal and will get in touch with Casey Joyce with his comments. They will contact Joe to discuss questions and concerns prior to handing off to Peter Degnan for his review.

Solar PV Proposal – Craig Clark reported that he has two companies interested in the solar project, but one company will be talking to Joe Greenthal about the power buying by the college.

Additional Land Options – No report.

Scholarship Committee Meeting – March 30, 2022

Scholarship Report Review

- 2021-2022 Scholarship Report – Betsy Penrose shared the summary report that will be shared with the full board reporting that 382 scholarships were awarded to new and returning students during the academic year. Of the 357 fall admission scholarship recipients, 34 received a 4.0, 276 received a 3.0-3.99, 35 received a 2.5-2.9, 12 received

a 2.0-2.49, 0 received a 1.0-1,99 and 0 received less than a 1.0 GPA. Of the total fall scholarships awarded, 34 students were ineligible to continue receiving their scholarships for academic reasons. Admissions offered $127,000 to academically talented students and expended $86,500, resulting in a yield of 68 percent. The total Ed Foundation allocation of $185,000 was divided as follows: $40,000 for the Distinguished Scholarship Program, $48,500 for ASC Pioneers, and $96,500 for Admissions scholarships. The *allocation* for 2021-2022 Admissions scholarships was $86,500, broken down as follows: $68,500 Academic Distinction; $8,000 Phi Theta Kappa, $7,000 Transfer, and $3,000 Vocational Excellence. The *actual expenditures* for the 2021-2022 were $40,000 for the Distinguished Scholarship Program, $58,500 for the ASC Pioneer Awards and $86,500 for Admissions scholarships. Betsy noted the campus awarded approximately $4.2 million in scholarships for the year, noting the Academic Distinction and Distinguished Scholarship Program will be eliminated over the next three years, with the exception of a few 5th year Architecture students who will still be receiving the scholarship in the fourth year. Betsy noted there were no retention grants offered as, due to the pandemic, there was federal funding provided to students in need of financial support.

New Business

Scholarship Yield Report – Admissions offered $127,000 to academically talented students and expended $86,500, resulting in a yield of 68 percent, an increase from last year's rate of 37 percent. The rate increase is due to the change in the number of scholarships offered by Admissions, specifically the decline in Academic Distinction scholarships. Last year, $364,000 was offered through Academic Distinction, Phi Theta Kapp, Transfer and Vocational Education. Through the new merit scholarship program, $127,000 was offered this year. The new merit program offered 2070 scholarships and 566 students enrolled under the scholarship programs, resulting in a yield rate of 27.3 percent. With this being the first year of the new scholarship program, a yield comparison cannot be made.

- Annual Report – Betsy Penrose shared the Annual Report with the committee.

Other

- Betsy reported that applications and accepted students for fall 2022 are up 3-4 percent. Admissions will be working the next few weeks to increase deposits for the fall. Enrollment for fall 2021 was down (3032), but that was 17 students more than for which was budgeted. The new and transfer student enrollment was up, but continuing student enrollment decreased. The pandemic greatly hindered the college experience for students.

Public Relations Committee Meeting – April 6, 2022

Calendar Review

The 2021-2022 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ October 2021 – New Board Members
- December 2021 – Autobody Wreck/Rebuild program
- ✓ February 2022 – Scholarship awards
- ✓ February 2022 – Peer Tutoring
- May 2022 – Chamber of Commerce window
- May 2022 – Commencement car

- June 2022 - SkillsUSA
- Possible Future Press Releases
    - Development of property from Town of Wellsville

Brad Smith noted there will be a Commencement Car giveaway, though maybe not the one for which they originally planned as there is an issue with the title. There is a second car in case the issue is not resolved by graduation day. The description of the car will be removed from the website. Paul Welker noted the press release for the car will be sent out a couple weeks after the commencement press releases are sent.

Mary Scholla will be setting up the Chamber of Commerce window on May 2. The window will be up for a minimum of two weeks but possibly the month of May. Mary will coordinate with Pam Brandes to gather items for the window. Brad noted the local SkillsUSA competition was held and a photo of Alfred State's first place winners was taken. An enlarged photo may be used in the window. Brad also noted that seven or eight Alfred State students will be travelling to Atlanta, GA, along with two instructors for the final competition in June. Paul noted he will prepare a release on the SkillsUSA to be sent approximately one week prior to the event.

Old Business

- Website update
    - ✓ House 56 – A rendition of the home is on the website.
    - ✓ Ed Foundation History – The history through 2020 is now posted on the website.

Audit & Finance Committee Meeting – April 21, 2022

Operating Revenues – Peter McClain reported the balance in the checking account as of today is $328,836.17, which is a bit higher than the checking account balance at this time last year. As of March 31, 2022, the balance in the investment account is $1,357,968.07 of which $448,643.57 is cash. Peter reported the spring scholarship payment of $51,500 was paid in March. There were no other unusual expenditures.

New Business

- 2022-2023 Proposed Budget – The preliminary budget was reviewed. Discussion followed whether to include the total $180,000 additional request from the Property Committee or only a portion. The preliminary budget includes the $180,000, which would require $148,613.90 to be used from the cash in the investment account. Peter pointed out that because there are funds in the checking account from the sale of House #56 and the Andover property, the cash in the investment account has not been used. However, the $264,899 allocated last year and the $148,613.90 for this year, will deplete the cash in the investment account, so next year there will probably not be funds for additional projects. Also discussed was increasing the pay rate for the Operations Manager by $1.00 per hour, to $17.20. With that increase, the allocation for that line item could remain at $6,500. It was also noted there is no line item for potential expenses related to the development of the property donated by the town of Wellsville. Jeff Stevens indicated he may be able to reconfigure his budget for any expenses in next year's budget cycle, but a line item for the development of that property will need to be included after that. Motion: George Goetschius made a motion to recommend to the full board the preliminary budget of $698,806.10 which includes funding the full $180,000 for additional capital projects and a $1.00 per hour increase in salary for the Operations Manager. Joe Greenthal seconded the motion. Motion passed. Jeff Stevens abstained.

Old Business

- Commencement Car – At the last meeting, this committee had voted to eliminate the commencement car give-away. However, advertisements for the give-away had already been out to students and their families, and it was agreed it would be best to give the car away this year. Joe Greenthal and his staff researched the best way to handle the transaction. The Development Office will give the Ed Foundation a check for 31 percent of the value of the car, and the Ed Foundation will send that money to the IRS, and the student will get a 1099 to be filed with their taxes for 2022. After this year, the college will no longer give a car away at Commencement.
- Property Reappraisal – Peter McClain noted that Jonna Anne reached out to Rich Ewell, and he informed her that the insurance company does not require a property appraisal in order to insure the campus property. The appraisal company, however, will no longer certify an annual update since it has been more than nine years since the last full appraisal. Committee agreed if the State expressed interest in purchasing the campus, there would be time for the full appraisal at that time.
- Review of Operations Manual – Review of the Audit and Finance portion of the Operations Manual was completed. Peter will input the changes and send out to committee members.
- Status of Workforce Development Building – Jeff Stevens reported he is getting quotes for fire doors between the two buildings. The final design for the dust collection system has been received and reviewed by Jon Nickerson. Jeff will be reviewing the design in the next week or so. Jeff has been working with a donor to create a Wall of Honor in the foyer of the building.
- Wellsville Campus Projects – The roof on the old welding lab has been replaced. Facilities is gearing up for summer work – campus lighting, parking lot paving and the shipping and receiving area. The heavy equipment operations students have been clearing the brush off the “South 40”.
- House #57 – the plumbers and electricians have completed their work and the dry wall is being installed. The house is on schedule for completion next May. House #58 – Students will be breaking ground and pouring the footers.
- SUNY Audit of Foundations – the initial first pass has been completed by SUNY. No issues to report at this time.

Board of Directors Meeting – April 21, 2022

Introduction

George Goetschius welcomed Dr. Steven Mauro to the meeting and introductions were made. Dr. Mauro is the 13th President of Alfred State College and began his duties as president on March 28, 2022.

New Business

- Board Vacancies – Motion: David Haggstrom made a motion upon the recommendation of the By-Laws committee to approve the appointment of John Sadowski to fill the “Alumni” vacancy on the board and Kristopher Green to fill a “Friend of the College” vacancy. Casey Joyce seconded the motion. Motion passed unanimously.
- 2022-2023 Preliminary Budget – The preliminary budget was distributed and reviewed. Rose Cook noted changes from last year, including the insurance increase of 5.5%, the 2% increase in the administrative expense for A.C.E.S., the increase in the audit

expenses, and the $500 increase in the request for Hog Wild Day. She also noted the Property Committee is requesting $180,000 for additional capital projects and to carry over $100,000 for the dust collection system installation for the Workforce Development building, since delays will prevent the installation of the system by end of this fiscal year. Peter McClain noted the Audit & Finance Committee agreed to allow the request for the $180,000 additional funding this year but noted with last year's $264,899 additional request plus this year's $180,000 request, the cash (approximately $448,000) in the investment account will be depleted. Board members were asked to review the preliminary budget. Questions or concerns regarding the budget can be directed to Peter McClain or Rose Cook. Adoption of the budget will take place at the May meeting.

Property Committee Meeting – May 3, 2022

Foundation Student Projects

House #57 – Tim Rohrer reported the students are finishing up the dry wall, the septic tank is in, and the septic field will be completed in the fall. Tim noted the big-ticket items have been purchased. The budget report was not available but will be emailed to committee members. All work is on schedule for May 2023 completion.

Jeff Stevens noted if any committee member would like to see the students' work, House #57 is at a good stage now, and he is willing to tour those interested.

House #58 – The preliminary estimate for this house was over $288,000, but faculty were going to review the plans to determine where they could cut costs. Tim Rohrer reported he met with the architect on Monday, May 2 and revisions were made to the floor plan that will result in some savings, including elimination of the glass walls, use of common lumber, and elimination of the big beams. Tim expects to receive the final prints from the architect next week. The preliminary estimate was created using current pricing on materials at the time but, the price of lumber has been come down since then. Predictions are lumber price will continue to decrease, and Tim stated there is no need to purchase the lumber until a week or two before it is needed, which he expects will be sometime in October. Tim will resubmit the house budget with current pricing at the August meeting.

Town Barn project – Jeff Stevens reported the architect and designer have been unable to come up with an electrical design plan which has caused some delays in the installation of the radiant heating system. Jeff reported the students have met their obligation to the town, and there has not been any negative impact on the student learning experience due the delays.

New Business

Mowing at Proctor Road – Jeff Stevens reported he has been contacted by the neighbor regarding our plans for the property and whether there were plans to mow the area. After some discussion, Jeff stated he did not feel it is necessary to mow the property as it was rarely mowed previously and once it is determined how that property will be developed, it will be torn up. Committee agreed mowing was unnecessary.

House #59 – Since the development of the Proctor Road property will be a few years out, Jeff Stevens noted he would like to start planning ahead for House #59. Jeff noted there are plots of land in Alfred that were donated by Doug Barber and, with the committee's approval, he would like to begin working with Tim and the department chair making plans to use that land for the next house. Committee agreed it is appropriate to begin planning now as it may take some time

to work through the logistics. A plot will need to be identified for building for the 2023-2024 academic year. Jeff and Tim will walk the land in the next week or so. Jeff also noted plans will need to be made to hold lecture classes for the students on the Alfred campus.

Parking request for Wag Trail – Jeff Stevens noted the DEC has contacted him and requested permission to develop a small parking lot on the Ed Foundation property near the sandpit on Weidrich Road. The parking lot would accommodate 3-4 parking spaces. The parking lot would not interfere with use of the driveway to the sandpit. Jeff noted the work would not start until the fall semester, and students would clear the lot. Questions were raised about cost involved and possible risk and liability. Jeff will discuss with the concerns with the DEC representative. Jeff also noted that a parcel of the Foundation's property adjacent to Current Control and BP is already being used, and has been for several years, as a public parking area. There have not been any issues with that parcel, and Jeff is optimistic there will be none at this location.

Subcommittee Reports
Proctor Road/Trapping Brook Road Development – Casey Joyce noted at the last meeting the committee was informed that Dan Mossien was retiring, and he suggested contacting SWBR. Jeff Stevens noted he had not yet contacted them. It was agreed the next logical step is to hire an architecture firm to guide the process. In addition to SWBR, Joe Greenthal suggested also contacting Hunt Engineering in Painted Post and Popoli Design Group in Rochester, noting they have submitted proposals for projects on the Alfred campus in the past. Both of those firms have hired Alfred State graduates in the past and Joe feels their price may be more reasonable than that of SWBR. Joe will provide Jeff and Casey with contact information for both firms. All three firms will be contacted and invited to tour the campus and the Proctor Road property and submit proposals.

Master Plan – With Dan Mossien retiring, the Ed Foundation will need to find another architecture firm to continue on with the Master Plan. Committee agreed to have the three firms invited to submit proposals for the Proctor Road project to also submit a proposal to assist with the Master Plan.

Undeveloped Properties – It will be necessary to focus on the properties owned by the Foundation next year. Joe Greenthal will contact Popoli Design to see if they can expand the map they created previously to include the Barber Lane and Clearview properties.

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens reported the design drawings for the dust collection system have been reviewed by both he and Jon Nickerson and they have signed off on them. They are working on getting quotes for the mezzanine design.
Culinary Arts – No update.
Campus Maintenance Projects – Jeff Stevens reported they will be doing concrete work around campus over the summer, will continue plans for the renovation of the shipping and receiving area, and will upgrade the DI's around campus.

Old Business
Betty Brown Property – George Goetschius and Casey have reviewed the agreement. Joe Greenthal noted this is a stand-alone agreement for now until it can be incorporated into the

renewal agreement with SUNY. The current lease agreement with SUNY is June 30, 2019 – 2024. Joe has been working with a lawyer assigned by SUNY Legal, and he is working with President Mauro to determine who will be in charge of legal agreements until his replacement has been hired.

Solar PV Proposal – Joe Greenthal reported that SUNY Legal agreed that should the Ed Foundation contract with a solar developer, the college could still work with the company to establish a power purchase agreement (PPA). Typically, the state would do a full RFP to establish both the developer and the power purchase agreement, but in this case, it would be the Ed Foundation, on its own property selecting the developer. This would leave the college left to only negotiate the PPA. SUNY Legal has provided some template PPAs to use once negotiations begin. Joe noted he will provide the templated agreements to the group.

Additional Land Options – Casey Joyce noted he has not talked with Harold Short regarding the property on River Road recently but indicated Harold sounds like he would like to donate the property but is just not ready to do so right away.

Audit & Finance Committee Meeting – May 19, 2022

Approval of Minutes

George Goetschius raised concern of the wording and figure used in the motion for the 2022-2023 preliminary budget. George explained the number that has been used is the total income. He feels that does not truly represent the amount actually expended in the year, especially when funds are being taken out of the investment account to balance the budget. After a lengthy discussion the following amended wording for the motion was agreed upon – Motion: George Goetschius made a motion to recommend to the full board the preliminary budget based on total income of $698,806.10 which includes funding the full $180,000 for additional capital projects paid from the investment account cash reserved and a $1.00 per hour increase in salary for the Operations Manager.

George Goetschius made a motion to approve the minutes of the April 21, 2022 meeting as amended. Val Nixon seconded the motion. Motion carried.

Operating Revenues – Peter McClain reported the balance in the checking account as of May 17 was $285,214.56, which is approximately $90,000 more than this time last year. As of May 17, the balance in the investment account is $1,276,332 of which $448,647.75 is cash. The investment account is down approximately $90,000 from last year and down about $80,000 from last month. There were no other unusual expenditures.

Peter McClain raised the question if committee felt it might be an appropriate time to reinvest a portion of the cash reserves. A lengthy discussion followed, with the suggestion made to reinvest $200,000 of the $468,647.75 in cash. Peter pointed out that with the funds in the checking account, the anticipated lease payment in the fall, and the remaining amount of cash reserves, there would be enough money to cover the capital projects approved for the next year. Motion: Geralyn Gough made a motion to recommend to the full board that Sage Rutty be notified to reinvest $200,000 of the $468,647.75 cash reserves back into investments at $50,000 per week for the next four weeks, effective immediately. Val Nixon seconded the motion. Motion carried with one opposed. Discussion regarding how the dividends and interest

were being managed followed. Committee agreed it is also appropriate to reinvest the dividends and interest at this time if they are not currently being reinvested. Rose Cook will check to determine how they are being managed. However, because the board will not be meeting again until the fall, committee agreed to a motion in the event the dividends and interest were moving to the cash reserves. Motion: George Goetschius made a motion to recommend to the full board that Sage Rutty, if not currently doing so, be notified to reinvest the dividends and interest back into the investment account effective immediately. Geralyn Gough seconded the motion. Motion passed unanimously.

Old Business

- Review of Operations Manual – Peter McClain had distributed the changes to the manual. He noted the last area to discuss is the Appendix. It was noted that currently the Investment Policy is the only appendix in the manual. Peter will remove the appendix section and will forward the changes on to the By-Laws committee.
- SUNY Audit of Foundations – Joe Greenthal reported that all foundations were audited. There were no specific concerns noted for any one campus. Instead, SUNY created a document of best practices from the foundations. It was agreed this committee can review the document to determine any steps for improvement.

Board of Directors Meeting – May 19, 2022

Introduction

George Goetschius welcomed John Sadowski to the meeting and introductions were made. John will be filling the Alumni vacancy on the board.

New Business

- 2022-2023 Proposed Budget – George Goetschius reviewed the budget, noting the increases in line items from last year, campus projects in progress and additional capital improvements to be funded with the additional $180,000 requested. Motion: Peter McClain made a motion on the recommendation of the Audit & Finance Committee to adopt the 2022-2023 budget based on total income of $698,806.10 which includes funding the full $180,000 for additional capital projects paid from the investment account cash reserved and a $1.00 per hour increase in salary for the Operations Manager. Casey Joyce seconded the motion. Motion passed unanimously.
- Scholarship Funding for the 2023-2024 recruiting year – Motion: Peter McClain made a motion to approve $185,000 for scholarships for the 2023-2024 recruiting year. Val Nixon seconded the motion. Motion passed unanimously.
- Betty Brown Lease Ad Hoc Committee – George Goetschius informed the board in an effort to speed up finalizing the lease agreement with SUNY, he will be creating an ad hoc committee comprised of members of both the Property and Audit & Finance committees to review the lease.
- Investment changes – Motion: Upon the recommendation of the Audit & Finance Committee, Sage Rutty will be notified to take $200,000 from the $448,647.75 in cash reserves and reinvest it into the investment account at $50,000 per week for the next four weeks, effective immediately. Geralyn Gough seconded the motion. All in favor, motion passed unanimously. The Audit & Finance Committee was unable to find documentation on how dividends and interest are currently being managed but agreed they should also be reinvested at this time. Motion: Upon the recommendation of the

Audit & Finance Committee, Sage Rutty, if not currently doing so, will be notified to reinvest the dividends and interest back into the investment account effective immediately. Geralyn Gough seconded the motion. Motion passed unanimously.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2021-2022

Board of Directors:
Dr. John Anderson, Officer in Charge, Alfred State College, Ex-Officio - (2021 – March 2022)
Jonna Anne, Executive Director, ACES, Ex-Officio – (effective October 2021)
Ruthanne Ashworth, Faculty (at Large) – (2021)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Jim Knapp, Friend of College - (2015) – resigned March 2022
Dr. Steven Mauro, President (effective March 28, 2022)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2015)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011) – retired October 2021
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

BOARD UPDATES

Board of Directors met September 16, 2021, October 21, 2021, January 20, 2022, February 17, 2022, April 21, 2022, and May 19, 2022. All meetings were held in person with the option of meeting through Microsoft Teams.

David Sengstock retired from A.C.E.S. effective October 2021.
Jonna Anne replaced David Sengstock as Executive Director of A.C.E.S. effective October 2021.
Jack Jones resigned from the college effective December 2021.
Tim Rohrer replaced Jack Jones on the Property Committee effective March 2022.
Dr. Steven Mauro was named 13th president of Alfred State College effective March 28, 2022.
Jim Knapp submitted his resignation from the board effective March 28, 2022.
Joe Greenthal resigned from the college effective June 30, 2022.

Kristopher Green was appointed to fill one of the Friends' vacancies effective July 1, 2022.
John Sadowski was appointed to fill the Alumni vacancy effective July 1, 2022.

AUDIT AND FINANCE COMMITTEE – Peter McClain, Chair

Audit and Finance Committee met September 16, 2021, October 21, 2021, January 20, 2022, February 17, 2022, March 17, 2022, March 30, 2022, April 21, 2022, and May 19, 2022.

Investment Account Balance (Sage Rutty):	$1,276,332.00 (May 17, 2022)
Checking Account Balance:	$ 285,214.56 (May 17, 2022)
Line of Credit:	$ 0

Budget 2021-2022

The operating budget for 2021-2022 was $938,000.00. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Commencement Car, Hog Wild Days, and NYS SkillsUSA, Postsecondary.

Scholarship Funding is $185,000 for the 2022-23 recruiting year.

Goals for 2021-2022:

1. Continue to reconcile expenses of ongoing projects annually.
2. Support the implementation of the Master Plan to improve campus facilities and instructional space.
3. Review any and all land acquisitions as to their financial benefit to the Educational Foundation.
4. Review needs/requests from all campus entities.
5. Review any proposed fair market lease or sale for the Wellsville Campus property.
6. Recommend a balanced budget on an annual basis.
7. Evaluate support for opportunities to fund student educational experiences.
8. Have an annual internal review of our Reserve Account.
9. Set direction for cash flow management.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Information was compiled and submitted to SUNY Audit department for the audit they are conducting on all foundations across SUNY.

Committee voted to continue using Bonadio & Co., LLP as the Foundation's auditing firm for another five years.

Committee agreed to forego a full appraisal of the campus until such time the State of New York expressed interest in purchasing the campus since an appraisal is not required by the insurance company.

Committee reviewed the Audit & Finance portion of the Operations Manual and submitted recommended revisions to the By-Laws committee.

Budget 2022-2023

The committee submitted a proposed budget of $820,670.00 for 2022-2023 to the board. Committee also recommends $185,000 for scholarship funding for the 2023-2024 recruiting year.

BY-LAWS COMMITTEE – David Haggstrom, Chair

By-Laws Committee met through Microsoft Teams on September 9, 2021, and February 10, 2022 and April 4, 2022.

Committee goals for 2020-2021 remained in place for 2021-2022.

Committee recommended the appointment of John Sadowski to the Board to fill the Alumni vacancy and Kristopher Green to fill one of the Friends of the College vacancies. There is one Friend of the College position still vacant.

Casey Joyce's term expires in June 2022. Casey agreed to continue on for his second five-year term.

Nominations were solicited for the offices of President and Secretary/Treasurer. Election will take place at the Annual Meeting on May 19, 2022.

PROPERTY COMMITTEE – Casey Joyce, Chair

Property Committee met August 26, 2021, September 28, 2021, December 9, 2021, February 3, 2022, March 9, 2022, and May 3, 2022.

The Wellsville Campus Budget request for 2021-2022 was: $649,000
The Wellsville Campus Budget request for 2022-2023 is: $519,000

The majority of each budget is a combination of capital and non-capital projects and includes $69,000 for Repairs and Maintenance. The annual request of $270,000 includes funds for the mezzanine floor in the Workforce Development Building, roof and door replacements drainage repairs and funds for the centralized shipping and receiving area. In addition to the annual request, the committee is requesting additional funding of $180,000 for the freshman auto gantry, HVAC clean energy renovation, dust collection system incidentals, sidewalk repairs in the area of the pavilion/freshman auto, an upgrade to the picnic/patio area at the freshman electrical building and renovation to the old welding lab to create a diesel generator training lab.

Goals for 2021-2022 were:

9) Identify community needs for future housing projects.
10) Plan and develop building projects to meet identified community needs.
11) Develop a Forest Management Plan for all current Ed Foundation woodland properties.
12) Develop a plan to organize and manage undeveloped Ed Foundation properties.
13) Review, update and continue implementation of Master Plan for the Wellsville campus.

Wellsville Campus Projects: The new serving line in the dining hall in the Culinary Arts building was completed, offering students a variety of food options. For the Workforce Development

Building, the dust collection system has been purchased and installation is in the final design stages, with installation anticipated over the summer. The sprinkler system has been installed as well as bathroom partitions and new flooring. Renovations to the HVAC facility were completed and provide real-life work experience for the students. The library and University Police areas underwent renovations. Progress is being made to create a central shipping and receiving area. The interior of the building has been gutted, building security has been improved by installing overhead doors and securing and blocking windows.

Meservey Hill Development: House #57 is on schedule to be completed in May 2023. Students have completed the plumbing, electric, the heating system, dry wall, and the septic tank has been installed. Floor plans for House #58 were approved. The home is 1834 sq. ft. with a bonus room. This home will be built on a crawl space foundation due to water issues in that area. The initial budget for the house was presented at $288,328.52. This is the final lot in the development.

Meservey Hill South: No action has been taken on the property since the evaluation of the property was completed.

Betty Brown Property – Committee is working to finalize a lease agreement with SUNY that will release the Ed Foundation of any liability on the properties owned by the Foundation but used by the State.

Other:
Two committee members met with the Town of Wellsville and the Village of Wellsville boards to present ideas for the development of the donated property from the Town of Wellsville at Proctor Road and Trapping Brook Road. Committee is in the process of selecting an architecture firm for guidance through the development process.

Committee continues the investigation of a solar farm on the campus. Two companies have expressed interest, but a selection has not yet been made.

College Master Plan/Wellsville Campus Plan: No action to report. A search for a new architecture firm is underway.

PUBLIC RELATIONS COMMITTEE – Ruthanne Ashworth, Chair

- Committee met through Microsoft Teams on September 2, 2021, December 6, 2021, February 10, 2022, and April 6, 2022.

- Committee goals for 2021-2022 remained the same as those for 2020-2021.

- The following press releases were sent out during the 2021-2022 academic year:
    - October 2021—New Educational Foundation Board members – Ruthanne Ashworth, Ryan Miller, Bradley Smith, and Jennie Thwing.
    - December 2021—Autobody wreck/rebuild program
    - February 2022—Educational Foundation support for peer tutoring program
    - March 2022—Educational Foundation scholarship support

- Press releases scheduled for the remainder of the academic year and over the summer include:
  - May 2022—Commencement car
  - June 2022—SkillsUSA

- The College and Educational Foundation were featured in the Wellsville Chamber of Commerce window display in May 2022.

- Picture of House #56 is shown on the website as sold.

- The History of the Educational Foundation is current on the website through 2020.

SCHOLARSHIP COMMITTEE – Betsy Penrose, Chair

- Committee met October 7, 2021, February 16, 2022, and March 30, 2022.
- The Ed Foundation scholarship allocation for 2021-2022 was $185,000. Scholarship funds were allocated as follows:

Distinguished Scholars Program	$ 40,000
ASC Pioneer Awards	$ 48,500
Admissions	$ 96,500
Total Allocated	$185,000

- The final distribution for 2021-2022 scholarships was as follows:

Distinguished Scholars Program	$ 40,000
ASC Pioneer Awards	$ 48,500
Admissions	$ 86,500
Total Allocated	$175,000

  The remaining $10,000 was given to the college to further support the ASC Pioneer Awards.

- No funds were awarded for retention grants.

- The yield of admissions scholarship funds expended from those offered was 68 percent which is an increase from the previous year's rate of 37 percent. The yield rate increase is due to the change in the number of scholarships offered by admissions, specifically the decline in Academic Distinction scholarships. Last year, $364,000 was offered to students through Academic Distinction, Phi Theta Kappa, Transfer, and Vocational Education; this year, $127,000 was offered due to the new merit scholarship program.

- Admissions scholarships were awarded to 382 new and returning students during the academic year compared to 557 in the previous year. Again, this drop is due to the new merit scholarship program.

- Of the 357 fall recipients, 86.8 percent received over a 3.0 grade point average.

Thirty- four (9.5 percent) were ineligible to continue receiving their scholarships for academic reasons. This represents an improvement over last year when 15.4 percent were ineligible.

- Additionally, the new ASC merit program offered 2070 scholarships and 566 students enrolled under the scholarship program. The yield rate was 27.3%.

2022-2023 Educational Foundation of Alfred, Inc.

Property Committee Meeting – August 25, 2022

Guest Presentation

Greg Barr, Tim Steed and Michael Trapanovski, representatives from Hunt Engineering, presented a preliminary proposal to the committee for the development of Proctor Road, the Truck & Diesel expansion project, along with assistance with the Master Planning process for the Wellsville Campus. The presentation on the Proctor Road project included numerous details required when creating a subdivision, the firm's past experience with working with municipalities on this type of project and how their firm would guide and support this effort in partnership with the Ed Foundation. The presentation also included a preliminary site plan for the expansion of the Truck & Diesel building and an explanation of the master planning process. Samples of the firm's projects were also included. A copy of the presentation is on file with these minutes. A discussion followed and favorable comments on the Hunt Engineering firm and their presentation were shared. It was suggested the committee may want to contact another firm for a similar meeting so a comparison may be made before a final selection of the architectural firm is made.

Foundation Student Projects
House #58 – The preliminary budget for House #58 presented in May was over $288,328.52. Tim Rohrer provided Jeff Stevens with an update on the budget, noting the current estimate for framing and dry wall has decreased by approximately $19,000 and the cost of roofing materials has decreased by approximately $4,000, bringing the preliminary budget to approximately $265,000. **Motion:** George Goetschius made a motion to approve the $265,000 preliminary budget for House #58. Peter McClain seconded the motion. Motion passed unanimously.

New Business
Truck and Diesel Expansion – Casey Joyce informed the committee that he and George Goetschius met with campus personnel to discuss the expansion of the Truck & Diesel and Heavy Equipment Operations programs. Copies of the college's proposal were distributed by Dr. Mauro. The college is proposing to increase space for the program in order to provide an opportunity for increased enrollment. The plan is to purchase and install HEO simulator units and create a covered arena to allow for year-round heavy equipment education including during inclement weather for the HEO program and to add an extension onto the current T&D building. The campus has submitted a grant application for the simulators. The estimated total for this project is $5 million, and the college is requesting $300,000 from the Ed Foundation for the design and early work on the project. The proposed timeline for the projects begins with the

design work to begin this September with construction beginning in March and both the covered arena and the addition to the T&D building to be completed by the start of the Fall 2024 semester. The T&D and HEO programs are consistently on a wait list and the additional space will allow the programs to enroll an additional 20 students in the Truck & Diesel program per year. The college also plans to expand the Electrical Construction Maintenance and Welding programs but that renovation and change to the campus as a result of the expansion will be minimal. A lengthy discussion followed on how best to support the college in this project. Motion: Brad Smith made a motion to recommend to the Audit & Finance Committee that the Ed Foundation provide the requested $300,000 funding to the college to kick-start the Truck & Diesel expansion project. Jeff Stevens seconded the motion. Motion passed unanimously.

Public Relations Committee Meeting – September 1, 2022

Calendar Review
The 2021-2022 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ October 2021 – New Board Members
- December 2021 – Autobody Wreck/Rebuild program
- ✓ February 2022 – Scholarship awards
- ✓ February 2022 – Peer Tutoring
- ✓ May 2022 – Chamber of Commerce window
- ✓ May 2022 – Commencement car
- ✓ June 2022 - SkillsUSA
- Possible Future Press Releases
    - Development of property from Town of Wellsville

Press releases for all calendar items for 2021-2022 were completed.

New Business

- 2022-2023 Calendar – Items for this year's calendar were discussed. The 2022-2023 Calendar agreed upon includes:
    - ✓ September 2022 – New Board Members
    - ✓ October 2022 – House #58 Groundbreaking
    - ✓ October 2022 – Scholarship awards (will confirm with Betsy Penrose)
    - ✓ December 2022 – Autobody Wreck/Rebuild program
    - ✓ January 2023 – Peer Tutoring
    - ✓ February 2023 – Scholarship awards
    - ✓ April 2023 – Completion of House #57
    - ✓ May 2023 – Chamber of Commerce Window
    - ✓ May 2023 – Commencement Car (if going to be given)
    - ✓ June 2023 – Skills USA
- Possible Future Press Releases
    - ✓ Development of property from Town of Wellsville
    - ✓ Senior Plumbing lab upgrades

Jennie Thwing will discuss with Betsy Penrose to determine whether a press release for scholarship awards is appropriate for October or if the February press release is adequate.

Brad Smith will discuss with Jeff Stevens whether the Ed Foundation provided any support for the senior plumbing lab upgrade.

- 2022-2023 Goals – The goals from 2021-2022 were reviewed. Motion: Ryan Miller made a motion to approve the revised goals for 2022-2023. Ruthanne Ashworth seconded the motion. Motion carried. Updated goals appear at the bottom of these minutes.

Old Business

- Website update
  - ✓ Ed Foundation History – The history through 2020 is now posted on the website. The next update will be in five years.
  - ✓ Photo Gallery – The photo gallery still lacks a few home photos. Brad Smith will contact Mark Payne to see if he has photos of the most recent homes and those of the ones missing from the website. Paul will work to see if he can update the photo page and make it more prominent on the Alfred website.

By-Laws Committee Meeting – September 6, 2022

New Business

- 2022-2023 Goals – Goals from 2021-2022 were reviewed. Motion: Geralyn Gough made a motion for goals for 2022-2023 remain the same as those from 2021-2022. Val Nixon seconded the motion. Motion carried.

- Updates to Operations Manual from the Audit & Finance Committee – Val Nixon, as a member of the Audit & Finance Committee, reviewed and explained the changes made to update the responsibilities and policies and procedures for the Audit & Finance Committee. The requested changes update titles and tighten checks and balances for the accounting procedures. Questions were addressed. Motion: Sandy Sawyer made a motion to approve the changes made by Audit & Finance Committee and recommend the Audit & Finance Committee present the changes to the full board for approval. George Goetschius seconded the motion. Motion passed.

A lengthy discussion followed regarding other committee procedures that are being followed but are not included in the current Operations Manual. This committee agreed it is the responsibility of each committee to update the policies and procedures pertaining to their responsibilities and it is the responsibility of the By-Laws committee to update the Operations Manual after full board approval of the changes.

Old Business

- Friend Vacancy – David noted there is still one board vacancy. It was agreed the vacancy will be brought to the full board to ask for nominations to fill the vacancy.

Other

- George Goetschius noted that David Haggstrom would like to step down from chair of the By-Laws committee. He will remain on the board. George asked that anyone interested in chairing the By-Laws committee can contact him.

Audit & Finance Committee Meeting – September 15, 2022

Guest Presentation

Zach Armstrong of Sage Rutty will be replacing Katrina Smith as our primary contact as Katrina will be retiring next spring. Mr. Armstrong distributed a copy of the Ed Foundation's current funds and their value along with the performance summary. He noted that the current market is extremely volatile and, as of September 13, 2022, the account is down 13 percent. He noted on average bonds are down 14-15% and stock investments are down 17-25% and although the account is down, it is down less than those stocks and bonds averages. He also noted over the last three years, as of August 31, 2022, the account is averaging +8.2 percent per year and +7.2% over the last five years. Mr. Armstrong noted he could provide additional information about the account if desired. The investment account is currently at $1,261,799.67, of which $254,647.40 is cash. He also noted at the end of May into June, $200,000 was reinvested from cash reserves back into investments per our request. Mr. Armstrong discussed different strategies for the committee to consider depending on future spending needs and he also suggested, due to the current risk of international stock, the committee may consider moving international stock holdings into the US stock market. Peter McClain thanked Mr. Armstrong for his time and insight.

Operating Revenues – Peter McClain reported the current balance in the checking account is $112,350.41. The lease payment has not yet been received. Jonna Anne noted there was paperwork that needed to be processed in order for her approval through Business Express. The paperwork has been completed and the lease payment should be released soon. Rose Cook noted only $14,000 has been spent so far on capital projects over the summer, and Jeff Stevens reported the only large payment to be made in the near future will be for the installation of the dust collection system, which will be installed mid to late October and the payment will need to be paid within 30 days after installation. Peter McClain noted the checkbook balance this time last year was around $723,000, but that included the lease payment, so the account is on target. The investment account balance is $1,261,799.67; in April it was $1.27 million. Last year at this time the account was at 1.43 million and two years ago the account was at 1.1 million. There were no unusual expenditures.

George informed the committee that over the summer he signed a purchase order for paving. When he reviewed the budget, paving was not a line item in this year's budget. When he checked with Jeff Stevens, Jeff indicated it was an oversight when the property committee created their budget. The purchase order was for $125,000. Jeff Stevens clarified that $50,000 of the total was coming out of the 2021-2022 budget, and the remaining $75,000 that would be needed out of the 2022-2023 budget would be covered by realigning priorities. George stated he would like to get a written policy in place for future unbudgeted expenses, should the situation arise. The policy could include a limit to the amount that can be juggled, who if anyone besides the president needs to sign or be notified, etc. Peter will begin a draft policy to be reviewed at a future time.

New Business

- Request for Funding for Truck & Diesel expansion – Peter McClain noted he had previously sent an email to all committee members notifying of the request from the college for the Ed Foundation to fund $300,000 for the design work for the expansion to

the Truck & Diesel building and design of an arena for the Heavy Equipment Operations (HEO) program. Peter explained the addition to the building would be approximately 6,300 sq. ft. and the arena would be approximately 22,000 sq. ft. That additional square footage would increase the lease payment by $70,000 - $75,000 per year within the next few years. A lengthy discussion followed to determine whether this request could be granted and how it would be accomplished. There were several unanswered questions and committee was uncomfortable making any decision until further information was provided. The topic will also be discussed at the full board meeting and answers to questions may be provided. An additional Microsoft Teams meeting will be scheduled prior to the next Audit & Finance committee meeting on October 27 to further discuss this topic.

Board of Directors Meeting – September 15, 2022

Old Business

George Goetschius informed the board that over the summer he signed a purchase order for paving. When he reviewed the budget, paving was not a line item in this year's budget. When he checked with Jeff Stevens, Jeff indicated it was an oversight when the property committee created their budget, but the paving was a higher priority. The purchase order was for $125,000. Jeff Stevens clarified that $50,000 of the total was coming out of the 2021-2022 budget, and the remaining $75,000 that would be needed out of the 2022-2023 budget would be covered by realigning priorities. George stated he has requested that a written policy be put in place for future unbudgeted expenses, should the situation arise.

New Business

- Vehicle Donation from Institutional Advancement – Peter McClain reported that two vehicles were donated to the Institutional Advancement office which faculty plan to fix up and sell. The Development Fund board is not interested in holding and selling vehicles. Discussion on how the Ed Foundation can be involved in donations of this type followed. It was noted as a dealer, all vehicles have to pass New York State inspection. It may be that some vehicle donations may not meet this criterion; therefore, the Ed Foundation might not want to accept them. It was suggested the Foundation come up with a process for accepting vehicles to ensure donors are made aware of the limitations on reselling due to our dealer's license. Peter McClain will discuss further with the Institutional Advancement personnel.
- Expansion of Truck & Diesel and Heavy Equipment Operations (HEO) Proposal – President Dr. Steven Mauro gave an overview of the proposal noting both the Truck & Diesel and HEO programs are consistently on a wait list. The proposal includes building an extension onto the current Truck & Diesel building and building a covered arena for the HEO program to allow for year-round education and training. The college is requesting $300,000 from the Ed Foundation for the design work, the remainder of the funding would be raised through grants, fundraising and corporate gifts. The timeline includes design work beginning immediately with completion for Fall 2024. He also noted enrollment in the Electrical and Welding programs will also be increased, and campus improvements will be made utilizing existing buildings on the campus. A lengthy discussion followed with several options to support the funding request. The Audit & Finance Committee will meet again prior to the October board meeting to further discuss the funding request of $300,000 in order to make a recommendation to the full board at the October meeting.

Property Committee Meeting – September 29, 2022

Approval of Minutes

The minutes of the August 25, 2022, meeting were reviewed. George Goetschius requested a change to the wording of the minutes when referring to the Hunt Engineering presentation being attached to the minutes be made. The minutes currently read the presentation is “attached” to the minutes. It was agreed the statement should reflect the presentation is “filed” with minutes. George also asked for clarification regarding additional enrollment in Truck & Diesel and Heavy Equipment Operations once the expansion is completed. The minutes incorrectly stated 20 additional students in each program; however, the correct statement should read an additional 20 students in Truck and Diesel. Motion: Peter McClain made a motion to approve the minutes as amended. George Goetschius seconded the motion. Motion carried.

Foundation Student Projects

House #57 – Budget was distributed and reviewed. Tim Rohrer reported the inside trim work is in process, the septic and siding are being completed. The gutters and drains are in. They are on schedule to complete the home by the end of the spring semester. Tim noted there will be additional costs for completion including approximately $8,000 for the well, which is scheduled to be drilled in October; approximately $2,400 for the front door; materials for the back deck and railing; and the garage doors need to be purchased. Tim will provide an estimate on the cost to finish the home at the next meeting.

House #58 – Tim Rohrer noted the house is completely framed up inside the Workforce Development Building, and photos of the framed home were shown. Once the foundation is completed, the framing will be moved and put in place. The concrete is being poured and the block is ready to be set. Tim also noted he will be meeting with faculty to discuss the budget codes and he will be keeping a close eye on the building of the home to remain within budget.

Town Barn Project – Jeff Stevens reported there is a faculty member managing the project. The HVAC and building trades students are assisting with the preparation of the in-floor heating. An outside contractor will be pouring the floor. The building trades and electrical students will be involved in the building of offices. Jeff noted this has been a very good learning experience for the students.

New Business

2022-2023 goals – Last year’s goals were discussed. Committee agreed on the importance of identifying a firm to assist and guide the committee with the engineering needs and master planning, which should be added to the goals. Committee also agreed they would no longer pursue a forest management plan. The revised goals are included at the end of these minutes.

Architectural Firm update – Jeff Stevens noted he contacted the CEO of SWBR, an architectural firm from Rochester, NY, and they are willing to present a proposal for their services. Jeff pointed out that SWBR is not an all-inclusive firm; for example, they do not have an in-house civil engineer and would, therefore, have to contract out those services. It was noted committee should be clear as to whom, from the firm, would be assigned to the project if selected. Committee discussed having a special meeting for the presentation from SWBR and agreed to

a one-hour meeting on Tuesday, November 8 at 4:30. Jeff will confirm the date and time with SWBR.

Jericho Hill Property Donation – The question was raised as to whether the Ed Foundation received the donation of the parcel near Snyder Road. It was confirmed the donation was never carried through and, after some discussion, the committee agreed to not pursue it further at this time.

Staging Area for Contractors – The college is beginning a major infrastructure project and the contractors may be looking for some space to store equipment, materials, etc. during the project. Peter McClain was contacted to see if there is any Ed Foundation property that might be used for this. Discussion followed and a concern was raised about the property's condition when the project is completed. It was noted there is still some debris on a portion of the Betty Brown property that has not been cleared up. Jeff Stevens will discuss the request with Jon Nickerson and will report back to the committee. If any land is used for staging for the contractors, members agreed there should be an understanding the property must be returned in good condition.

Truck and Diesel Expansion – Casey Joyce was unable to attend the board meeting and asked for an update on the funding request to ensure this committee was not holding up the process. Members informed him a proposal was presented at the Audit & Finance committee and the board meetings. The final proposal was sent to the A&F committee members following the board meeting and a special meeting for the A&F committee to further discuss the proposal has been scheduled for October 6. It was noted A&F committee members do not appear to be opposed to the project, but they need to figure out how best to come up with the funding.

Subcommittee Reports to be known as "Working Groups" in the future
Casey Joyce noted the importance of subcommittees to ensure the work of the committee moves forward. There are three focus areas for the committee: Proctor Road development, the Master Plan and Ed Foundation properties. Discussion followed and it was agreed to refer to these as "working groups" in the future. The working groups will meet separately and report back to the full committee. If anyone has a specific group on which they wish to work, they should let Casey know. Casey will, otherwise, discuss with Jeff to make assignments for the next meeting.

Wellsville Campus Projects
Workforce Development Building – The dust collection system will be installed this semester. The equipment is on site. Students poured the pad on which the system will sit.
Other Campus Projects – Masonry students are working with the maintenance team to pour concrete in front of the freshman electrical building. Work is also progressing on the shipping and receiving building.

Old Business
Betty Brown Property – George Goetschius will try to get together with Tim Sortore to review the questions he and Casey had with the lease.

Solar PV Proposal – There was no update. This will be removed from future agendas for now.

Additional Land Options – River Road and Fords Brook Road – there has been no movement on this.

House #59 – It will be necessary to identify a site in which to build House #59 before the end of next semester. As of now, the Moland Road property seems to be the best option for the next house.

Jeff Stevens brought up to the committee the possibility of obtaining dilapidated or burnt-out homes in the Village of Wellsville. The homes would be demolished, and students would build new on the lot. This option would eliminate the need for septic and drilling a well, since the utilities would be already established on the property. The homes would not be as elaborate as those on Meservey Hill; however, the rebuilding of dilapidated properties would enhance the community. A discussion followed and committee agreed this may be an option. Jeff will discuss the idea with the faculty involved to get their opinions and determine if the experience can fulfill the educational requirements for our students.

Audit & Finance Committee Meeting – October 6, 2022

Special Meeting

This meeting was scheduled to further discuss the proposed request from the college of $300,000 for the expansion of the Truck & Diesel and Heavy Equipment Operations programs. The final proposal was emailed to committee members prior to the meeting for review. Some initial concerns raised by committee included the timeline for funds due to the mid-budget request, inconsistencies in the proposal, number of students on wait list per year, current financial climate, and the timeline for completion of the project. Discussion followed.

Craig Clark, on behalf of President Mauro, stated the college is looking for immediate funding in the amount of $15,000 to cover the initial cost for Hunt Engineering to prepare the schematic drawing, construction cost estimate, and rendering of the project, along with a commitment from the Ed Foundation for the total of $300,000. Once the schematic drawing, cost estimate and rendering are complete, the college can then begin fundraising for the remaining cost of the project. Craig also responded to the concern regarding the program enrollment and students on the wait list, noting the numbers for the programs have been strong for years and students have been wait-listed consistently for several years. The Committee discussed the option of covering the initial $15,000 out of this year's budget and agreed funding the $15,000 this year and having time to plan for the remaining $285,000 in the next budget cycle would be a more viable option.

The next scheduled committee meeting is set for October 27 and, although the next board meeting will be moved to November 10, Peter recommends the committee meet as scheduled. This will give Jeff Stevens time to get wait-list numbers to George Goetschius and time to share this information with the excused committee members. Peter noted further discussion and a final recommendation for the full board can be finalized on October 27 and then brought to the full board at the November 10 meeting.

Scholarship Committee Meeting – October 2022

Scholarship Report Review

2021-2022 Scholarship Final Report: Betsy Penrose noted under the new scholarship program, there are many more scholarships awarded. The 2021-2022 Educational Foundation final scholarship report was reviewed noting 952 scholarships were awarded to new and returning scholarship recipients during the academic year. Of the 872 spring admissions scholarship recipients, 63 received a 4.0, 539 received a 3.0-3.99, 216 received a 2.0-2.99, 44 received a 1.0-1.99, and 10 received less than a 1.0 GPA.

2022-2023 Scholarship Report: The summary report of the 2022-2023 scholarship awards following fall 2022 registration was reviewed. The Educational Foundation allocated $185,000 for scholarships – $40,000 for the Distinguished Scholars program and $145,000 for admissions scholarships, and the entire allocation will be used this year. The admissions scholarships are broken down as follows: $40,500 for Academic Distinction, $86,500 for ASC Pioneer Awards, $9,000 for Phi Theta Kappa, $8,000 for Transfer Scholarships and $1,000 for Vocational Excellence. The total college sponsored scholarships offered to date is $4,081,802.59.

New Business

- Scholarship Yield Reports – The 2022-2023 Yield Information as of October 6, 2022, was reviewed. Betsy noted the Pioneer awards (for 2-year students) were offered to 1128 in-state students with 413 enrolling, a yield of 36.6 percent; and to 70 out-of-state students with 24 student enrolling for a 34.2 percent yield. The Scholars Awards (for the 4-year students) were offered to 1122 in-state students with 241 enrolling, a 21.5 percent yield and to 67 out-of-state students with 9 enrolling, for a 13.4 percent yield. There were also 47 Big Blue Residential Grants offered to out-of-state students with 14 enrolling with a 29.8 percent yield. Overall, through the new Merit Scholarship Program, 2434 students were offered awards with 701 students enrolling resulting in a 28.8 percent yield.
- 2022-2023 Goals – The current goals were reviewed and discussed. Motion: George Goetschius mad a motion that goals for 2022-2023 remain the same as those from 2021-2022. Ruthanne Ashworth seconded the motion. Motion carried.

Other

George Goetschius inquired about programs wherein students are put on wait lists. Betsy Penrose presented a chart revealing programs consistently on a wait list over the past five years. Programs include several of the Wellsville campus programs (electrical, welding, HVAC, heavy equipment operations) along with a couple of the healthcare programs (sonography and radiologic technology).

Audit & Finance Committee Meeting – October 27, 2022

Operating Revenues – Peter McClain reported the current balance in the checking account is about $13,000, down from the $112,350.41 in September. However, Peter received the lease payment this morning and delivered it to Rose Cook for depositing. The balance in the check book will be over $600,000 once the check clears. The investment account balance is $1,229,828.35 of which $254,775.07 is cash. The account is down approximately $30,000 from last month. There were no unusual expenditures.

Old Business

- Request for Funding for Truck & Diesel expansion – Peter McClain continued the discussion from the last meetings regarding the request for funding for the Truck & Diesel expansion of $300,000. At the October 6 meeting Craig Clark stated the college is looking for a commitment from the Ed Foundation of $300,000 for the project but immediate funding in the amount of $15,000 for the engineering design work. The commitment of the $300,000 would allow the Development Fund to begin fundraising for the remaining cost of the project. Discussion followed and members agreed the $15,000 payment this year is reasonable. Possible options to fund the remaining $285,000 were discussed and included borrowing from investments, decreasing funding for capital projects or scholarships, tapping into reserves, using funds from the additional square footage to pay off a loan, etc. Peter noted that George Goetschius requested that Peter determine the increase in square footage from the expansion and when the square footage would be added to the lease agreement. Peter noted there are four buildings currently on campus, in addition to the expansion of the Truck & Diesel building (6,300 sq. ft.) and the covered arena (22,000 sq. ft.), that will likely be added to the lease as a result of the expansion of the programs. These include the shipping and receiving building (approx. 5,000 sq. ft.); the shipping container house that will be used as a simulator lab (adding approx. 1,800-1,900 sq. ft); the old office building (approx. 2,200 sq. ft.) to be used as a classroom; the long barn (approx. 6,400 sq. ft.) to be used to repair larger vehicles for a total of additional square footage of approximately 16,000 sq. ft. which would generate $30,000 - $35,000 per year in revenue over the next few years. Jeff Stevens noted the order in which those buildings would be added: 1st – shipping and receiving building, 2nd – shipping container for the simulator lab; 3rd – the covered arena for the heavy equipment operations program; 4th – the long barn; and 5th – the office building for the classroom. Peter noted that he anticipates the shipping and receiving building and the shipping container (an additional square footage of approximately 7,000 sq. ft.) will be added to the 2023-2024 lease agreement. Further discussion followed. Motion: John Sadowski made a motion to recommend to the full board the commitment of $300,000 toward the Truck & Diesel expansion (The Comprehensive Vision for Programming Wellsville Campus) that Alfred State College presented, of which $15,000 will be expended out of this year's budget for the design engineering services and the other $285,000 to be identified through the regular budget process in the spring. Rose Cook seconded the motion. All in favor, motion carried. Peter noted that both George Goetschius and Val Nixon had previously communicated their agreement to the $15,000 now and consideration of the $300,000 commitment. Val also included the statement, "the commitment of $300,000 should include a caveat that market and other concerns may require reconsideration or extension of the commitment."
- Review of Operations Manual – Edits to the Operations Manual were completed. Peter McClain will confirm he sent the revisions to David Haggstrom, chair of the By-Laws Committee.
- Status of Workforce Development Building – Jeff Stevens reported the installation of the dust collection system has been delayed, but he has been assured that it will be installed in November after Thanksgiving.
- Wellsville Campus Projects – Jeff Stevens reported there is a new maintenance manager on campus, and he has met with him a couple of times. Jeff also reported the masonry students are working on the shipping and receiving building, the last of the parking lot stripping will be completed this Saturday, the concrete patio in front of Freshman Electrical building has been completed, a pad for the shipping container house will be poured. Jeff noted students will get experience pouring concrete in the cold

weather. Jeff also noted they are finalizing a location for the new welding lab to accommodate the expansion of that program.

- House #57 – Jeff Stevens noted the house will be slightly over budget. The budget is $256,500 and they have currently spent $256, 900. Department chair and faculty are looking at ways to tighten spending. The house will be completed in May, and Jeff indicated he has a list of eight parties interested in the house.
- House #58 – the framing is up. The goal is to have it enclosed before the end of the semester. So far $72,000 has been spent on materials and it is a $12,000 lot, for a total of $84,000.

New Business

- Peter McClain noted he had a conversation with Zach Armstrong from Sage Rutty. Currently the dividends and interest are being reinvested and approximately $11,000 per year is generated from the interest and dividends. Peter noted Zach also suggested the option of moving some of the cash into a Certificate of Deposit. It was suggested we continue with reinvesting the dividends and interest at this time since there is a fair amount of cash right now. Discussion of moving some of the cash to a 6–8-month CD or into short term bonds followed. Peter will reach out to Zach Armstrong from Sage Rutty to gather further information on rates, etc. and will share with the committee members.
- 2022-2023 Goals – Last year's goals were reviewed. Goal #4 – "Review needs/requests from all campus entities" was revised to include Goal #7 – "Evaluate support for opportunities to fund student educational experiences." The new Goal #4 reads – "Review needs/requests from all college-related entities, including student educational experiences. Goal #7 will be removed. Goal #8 – "Have an annual internal review of our Reserve Account" will now be Goal #7 and will read "Have an annual internal review of our Reserve Account with guidance from an external investment advisor." Goal #9 will become Goal #8. The revised goals appear at the bottom of these minutes.

Property Committee Meeting – November 8, 2022

Presentation by SWBR

This special meeting was scheduled for the representatives from SWBR to present their firm's expertise as it pertains to the needs of the Foundation in the development of the Proctor Road property, the Truck & Diesel expansion, and the Master Planning process. Attending from SWBR were Tom Gears, President; Steve Fernaays, AIA, Principal, Donald Pannone, Sr. Project Manager and team leader, Joseph McNinch, Project Architect (ASC graduate, class of 2011). Also attending was Matt Tomlinson from Marathon Engineering, the Civil Engineering firm that works very closely with SWBR. Tom Gears provided background information on SWBR and noted that SWBR has hired several Alfred State graduates in the past and that several of Dan Mossien's clients were referred to SWBR when Dan Mossien retired

The representatives from SWBR presented examples of their firm's past experience working with educational facilities in developing state-of-the-art classrooms and labs (which include, among several others, the SAMC building here on the Wellsville campus and the Northland Training Center). Photos of their work at the various educational facilities were shared. Matt Tomlinson (Marathon Engineering) discussed his firm's experience in dealing with municipalities in the development of subdivisions and showed several examples of different styles of housing communities they have developed. He discussed the firm's experience with annexation and out-of-district agreements and responded to the questions from the committee. SWBR also

discussed how their firm's expertise could benefit the Foundation in the development of the Master Plan.

Casey Joyce thanked SWBR for their presentation and noted the committee will be making their decision in the near future.

Board of Directors Meeting – November 10, 2022

Guest Presentation

Mr. Craig Stevens, Ms. Amanda Della Sala, and Ms. Taylor Kavanagh of Bonadio & Co., LLP were introduced. Jonna Anne and Rose Cook were recognized and thanked by the Bonadio representatives for their work in preparation for the annual audit. Bonadio noted the audit was done with a hybrid approach, spending a few days on-site and finishing up the audit at their offices. Ms. Kavanagh presented the audit findings for the year ending June 30, 2022, noting no new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ending June 30, 2022. Ms. Kavanagh reported no transactions entered into by the Foundation lacked guidance or consensus and all significant transactions have been recognized in the financial statements in the proper period. The financial statement disclosures are neutral, consistent, and clear; there were no difficulties in dealing with management in performing and completing the audit; they did not identify any material misstatements during the audit and there were no management consultations with other independent accountants. Ms. Della Sala presented the statements of activities and change in net assets over the past five years. Rent remains consistent, there was a significant decrease in investment income consistent with the market performance in the current year, the depreciation expense decreased slightly, there was a decrease in repairs and maintenance as the elevated expense in 2021 was due to the removal of the temporary classroom. Cash increased in 2021 due to the sale of two homes and decreased in 2022 as approximately $132,000 was invested in homes and approximately $315,000 was spent on capital expenditures, including the sprinkler system for the Workforce Development Center, roofing and paving. Investments decreased due to the market performance during 2022. There was an increase in the investment in homes due to continued work with House #57 and House #58 in the spring. There was an increase in accounts payable and other liabilities due to the timing of payments near year-end, which included three invoices totaling $97,000 included in accounts payable and paid in July 2022. A discussion regarding the contributed rent followed as that amount has not changed over the past several years. It was recommended that as square footage changes, the contributed rent amount should be adjusted.

Old Business

- Policies and Procedures - George Goetschius noted at the last meeting discussion about the necessity of establishing policies and procedures for inclusion in the Operations Manual for specific responsibilities. A policy for car donations, sign-off on unbudgeted items, and establishing the square footage for the lease agreement were noted as needed. Discussion followed. It was agreed that input from others in addition to Ed Foundation members, (i.e., Institutional Advancement and Alfred State representatives), is required for the car donation policy. Dr. Mauro offered to follow up and convene a group to discuss a potential procedure for car donations.

- Expansion of Truck and Diesel building – Peter McClain reported the Audit & Finance further discussed the expansion and request for $300,000 from the Foundation. Motion: The Audit & Finance Committee recommends to the full board the commitment of $300,000 toward the Truck & Diesel expansion, of which $15,000 will be expended out of this year's budget for the design engineering services and the remaining $285,000 to be identified through the regular budget process in the spring. Casey Joyce seconded the motion. All in favor, motion caried.

Public Relations Committee Meeting – December 1, 2022

Calendar Review

The 2022-2023 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2022 – New Board Members
- October 2022 – House #58 Groundbreaking
- October 2022 – Scholarship awards (will confirm with Betsy Penrose)
- December 2022 – Autobody Wreck/Rebuild program
- January 2023 – Peer Tutoring
- February 2023 – Scholarship awards
- April 2023 – Completion of House #57
- May 2023 – Chamber of Commerce Window
- May 2023 – Commencement Car (if going to be given)
- June 2023 – Skills USA

- Possible Future Press Releases
  - Development of property from Town of Wellsville
  - Senior Plumbing lab upgrades

It was agreed that the press release for Scholarship awards scheduled for October would be removed and will be planned for February. Committee agreed with Paul Welker that the press release will include statements from a couple students who have received Ed Foundation scholarships. The press will also include the Ed Foundation's total support of scholarships. Also, Paul will contact Jeff Stevens to see if he has any early photos of House #58 that could be used for a groundbreaking press release for the home. Paul also indicated he will talk with Brad Smith to generate a press release on the autobody wreck/rebuild program.

Committee also discussed ideas to improve the Chamber of Commerce window.

Old Business

Photo Gallery – The last house listed on the website is House #55. Paul Welker suggests waiting until spring to get photos of the missing houses. Paul also noted his department has a new employee who does most of the photography, and Paul would like to use his assistance in the creation of a new video of House #57, which would include some of the students involved in the building of the homes.

Property Committee Meeting – December 8, 2022

Foundation Student Projects

House #57 – Tim Rohrer reported the inside trim work and doors are installed. The deck has been completed. There were left over shingles, which can be used for House #58. Budget was

reviewed. Part of the reason for the overage in the budget was the additional trusses that were required. Some budgeted items were over, though some were under. As of today, it looks like the budget will be approximately $12,000 over budget. Discussion about setting the sale price of House #57 followed. It was suggested that the price be set in March or April. Jeff Stevens noted he has 7-9 individuals interested in the home and he prefers not to entertain a presale on this home.

House #58 – Tim Rohrer noted the work is going well on the home, though it is a complicated house. The masonry work is nearing completion and expect to do the back fill next week.

Town Barn Project – Jeff Stevens reported the concrete has been poured by an outside contractor with the assistance of our HVAC students. Students are working on preparing the overhead doors frames for installation of the doors. The goal is to get the overhead doors done before the end of the semester. There will be work for students there in the spring framing the offices. This project continues to be a very good learning experience for the students, and Tim Rohrer noted he has not heard any negative remarks from the town officials in regard to the students' work.

Old Business
Architectural Firm decision – A lengthy discussion followed regarding the two architecture firms the committee recently met with, Hunt Engineering and SWBR. Committee agreed that both are solid firms and could service the needs of the Ed Foundation both with the development of the Proctor Road property and the Master Plan. As discussion continued, committee agreed that for the current needs of the Ed Foundation, Hunt Engineering would be a better fit; however, they did not want to eliminate SWBR as they may be an option for future projects. Motion: Kris Green made a motion that the committee move forward with Hunt Engineering to guide and assist the committee with the Master Plan and the Proctor Road development. Brad Smith seconded the motion. All in favor, motion carried. Casey Joyce and Jeff Stevens will contact both Hunt and SWBR to let them know of the committee's decision.

Betty Brown Property – George plans to review the paperwork again prior to the next Property Committee meeting.
Staging Area for Contractors – It was noted the Ed Foundation was not notified that their property would be used as a staging area for the contractors, and concern regarding liability was noted. George Goetschius will include verbiage in the new lease regarding prior notification of usage of land.

Additional Land Options – Property at River Road and Fords Brook Road – Casey had no report; however, with it being the end of the year, he will try to contact the owner to see what his plans are or if his plans for the property have changed.

House #59 – Jeff Stevens showed views of the properties the Ed Foundation owns off Moland Road on Barber Lane and Clearview Lane in Alfred, NY. Jeff noted he, Tim Rohrer and the heavy equipment operations faculty walked the properties and agreed these sites would be viable options for lots for the next homes - #59, #60 and #61. The utilities are already there, and the students' lecture courses could be held on the Alfred campus. Jeff noted they would like to use shipping containers instead of tractor trailers for the storage of tools and equipment

on the site. Once the sites are approved, the next step would be for faculty to review plans for the homes and submit a couple of options for the committee's review at its next meeting. The foundation for the House #59 would be dug this spring and footers set to be ready to begin building the home in the fall semester. Jeff recommended the committee consider a survey of the properties to be certain of the property lines. Jeff also noted the style of the homes to be built on these properties can be much different than those on Meservey Hill, options the faculty will review. Motion: Jeff Stevens made a motion to develop the three lots in Alfred and contact a surveyor for an estimate for the survey. George Goetschius seconded the motion. All in favor, motion carried.

Working Groups

Casey Joyce distributed his draft of the list of individuals for each working groups. With the amount of work this committee is charged with, having the working groups will allow the work to move forward. The groups will convene at a time convenient for its members and will report out at the regular property committee meetings. Casey noted if members wish to be included in another group, just let him know. The three focus areas for the working groups are: Proctor Road Development, the Master Plan and Other Ed Foundation Properties.

Wellsville Campus Projects

Workforce Development Building – The dust collection system is on site and it will take approximately two weeks to install the system.

Other Campus Projects – Jeff Stevens noted there was a problem with one of the heaters in Freshman Electrical. A new heat exchanger costs approximately $80,000. Mazza did an evaluation and can fix it for $7,000-$8,000.

Audit & Finance Committee Meeting – January 19, 2023

Operating Revenues – Peter McClain reported the current balance in the checking account is $140,292.94 reflecting the amount remaining after the lease payment was received and the outstanding bills were paid. The investment account balance is $1,305,108.97 of which $255,409.02 is cash. There were no unusual expenditures.

Old Business

- Transfer of Cash to Certificate of Deposit -- Peter noted the Committee had been considering putting some cash into a Certificate of Deposit, but upon consultation with Rose Cook, Jonna Anne and Zach Armstrong at Sage Rutty, it was decided not to transfer cash to a CD. Anticipated expenses for the Foundation are projected to be about $380,000; cash on hand in the checking account and investment account totals approximately $395,000, so much of the cash will have to be used to pay those anticipated bills. Among the outstanding bills is approximately $100,000 for installation of the dust collection system for the Workforce Development Building. Peter noted that if the Foundation runs out of cash to pay bills, it can either dip into its investments or use its line of credit.
- Status of Workforce Development Building – Jeff Stevens reported the installation of the dust collection system is progressing. The dust collector itself has been installed behind the building and the "bulk" of the duct work was done in December. Upon inspection of the duct work, however, Jeff said he was not satisfied and is working with the contractor to identify and correct problems before he submits the final bill to the Foundation for

payment. The unit has to be wired and Jeff is looking into a combination of student projects and contractor work to complete this. If the students cannot complete the work because of the complexity of the work or time restraints, a contractor will finish the work. He anticipates the dust collection system will be on-line at the beginning of the fall semester, at the latest.

- Wellsville Campus Projects, unexpected – Jeff Stevens reported a heat exchanger failed in the Freshman Electrical Building heating system over the winter break. Mazza of Olean replaced the heating system heat exchanger at a cost of $7,646. Also, over the winter break, a sprinkler line broke in the HVAC building. The leak was noticed immediately and repaired. Damage was minimal because it occurred in a back storage room.
- Flooring in the Culinary Arts Building – Jeff reported the flooring in the dish room and kitchen area in the Culinary Arts Building was cited as a violation by the Allegany County Department of Health. Jeff said the condition of the flooring has been mentioned in previous reports, but this time there was a formal citation because the health department wants to see “more aggressive” efforts to correct the problem. Jeff said the flooring in the dish room will be replaced at a cost of $5,000 over spring break. He is recommending the flooring in the kitchen and baking areas be replaced and he will seek to upgrade the priority of this future project to move it into next year’s capital budget. The estimated cost is $50,000.
- Truck and Diesel Building Expansion – With the selection of Hunt Engineering as the architectural and engineering consultant on the project, work has begun on development of a schematic design and possible timeline for the work. Estimated cost is $15,000. Jeff reported a survey of the property has also been ordered to determine the extent of groundwork necessary. He said Hunt plans bimonthly updates with him to maintain the momentum of the projects. The first update (approx. mid-month) will focus on campus projects and the second (approx. end of the month) on the proposed development on Proctor Road/Trapping Brook Road.
- House #57 – Jeff Stevens noted the house currently is over budget by an estimated $12,000, with more work to be done. He said the final cost is estimated to be about $280,000. The house will be completed by the end of the semester.
- House #58 – The house will be dried in soon and mechanical systems installation will be this semester. “We are currently within budget and coming along very well,” Jeff reported.
- House #59 – The house will be built on Foundation property, located at the southwest corner of Moland Road and Clearview Lane in the Town of Alfred, with the house fronted by Clearview Lane. The lot is clear of trees and ready for foundation work to begin, Jeff said. The tentative schedule for this house is groundbreaking the second half of spring semester 2023 with completion spring 2025.
- House #60 – The house is going to be built fronting on Clearview Lane, across the road from house #59, on the southeast corner of Clearview Lane and Moland Road. There is “some clean up and site preparation” to be done before the foundation work can be started. The tentative schedule for this house is groundbreaking the second half of spring semester 2024 with completion spring 2026.
- House #61 – The lot is the second lot on the right on Barber Lane. Jeff said he has been approached by a couple that is interested in having the school build a house to their specifications. After a considerable amount of discussion, it was determined to forward this to the property committee to continue the discussion on if we would want to consider changing our procedures on building homes. The tentative schedule for this house is groundbreaking the second half of spring semester 2025 with completion spring 2027.

- Proctor Road Project – Hunt Engineering will be developing a subdivision plan. Based on the estimated schedule for houses 59, 60 and 61, groundbreaking for the first house on Proctor Road could take place spring of 2026. Jeff noted Hunt Engineering will be sending updates to him twice a month going forward to make sure projects stay on track. The first update each month will focus on campus projects, including the Truck and Diesel building expansion and the master plan, and the second update will be devoted to the Proctor Road subdivision project. These updates will be forwarded to Foundation personnel (George and Casey) along with the appropriate college personnel to be able to maintain the project momentum. If these updates turn into virtual or in person meetings, Peter suggested that George and Casey could attend the meetings for the Foundation.

New Business

Town and County Tax Bill – Peter noted the water district charge on the 2023 town and county tax bill is up about $2,000 over the previous year's bill. George said he made several phone calls before learning from the Wellsville Town Clerk that the charge reflects the cost of repairing a water line break in front of the School of Applied Technology's administrative building in January 2022. The town paid the bill and levied the cost on the tax bill for this year as a special district charge.

Property Committee Meeting – February 2, 2023

Foundation Student Projects

House #57 – Tim Rohrer reported not much has taken place since last meeting since students just recently returned from winter break. The gas line is in and the tile work is scheduled to start in three weeks. There is some electrical work in the kitchen and bathrooms that will be completed prior to starting the tile work. They are waiting for the weather to break to finish up anything left outside. The house is on scheduled to be completed by May. Budget for the house was reviewed. The house is over budget, as was noted at the last meeting. There are a few items left to purchase but they are nearing the end of expenses for the home. Discussion regarding the sale price followed. It was agreed to wait until later in the spring before setting the sale price.

House #58 – Tim Rohrer noted they should be finished framing the roof and have it completely dried in by next Friday, and the mechanicals will start shortly after that. Students will be starting the insulation and drywall. There will be some things to do next fall, including the garage and two porches. The electric is hooked up. The house is on schedule to be completed in May 2024.

House #59 – This house is the first of the three homes to be built in Alfred. This is located on Clearview Lane off Moland Road. Tim Rohrer reported the faculty discussed ideas for the floor plan and agreed to propose they build the same home as House #55, a single-story ranch style with a full basement and an attached garage. Tim noted the faculty have discussed making changes to the plans for cost saving measures, as there were some elaborate features in the original plans. Tim has the material list, and he will cost it out this spring and again next fall, as material prices continue to drop. Discussion on when this home would be started followed. Tim noted with all the projects currently in the works, i.e. the shipping container house, the Town Barn project, and the work to complete House #58, Tim is suggesting just putting in the driveway and the foundation for House #59 this coming fall and begin building the house the following fall (Fall 2024). Jeff Stevens noted a survey of the properties is in the works. Motion: Craig Clark made a motion to approve using the plans for House #55 for House #59. Brad

Smith seconded the motion. All in favor, motion carried. Rose Cook noted House #55 sold for $210,342 in 2020. The cost of materials and expenses plus the cost of the lot ($12,000) was $218,073.

Town Barn Project – Jeff Stevens reported the following updates to the project:

- The concrete floor with in-floor tubing was completed, heat was not operational as of 11/31/22.
- Electrical blueprints were submitted to ASC just before Christmas break, material ordering and planning has begun.
- The overhead doors were installed over Christmas break (no electric, so not operational).
- Interior ceiling insulation process was started 1/31/23; students are doing this work.
- The spring semester plan is to insulate the garage portion of the shop and start the metal ceiling work.
- Before the semester is over, heavy equipment will prep the front parking lot to assist in the concrete pour for garage door aprons.
- Interior wall framing and interior finishes most likely won't begin until the fall semester, due to conflict with scheduling on the house projects.
- Waiting on the Town of Wellsville for National Fuel new service permits to have the gas service installed.

Old Business

Betty Brown Property – George recently sent the information on to Tim Sortore. Tim has not yet had a chance to thoroughly review the information but will do so.

Additional Land Options – Property at River Road and Fords Brook Road – No update at this time.

Working Groups

Casey Joyce reported that emails have been sent to each working group explaining the purpose of the group. The working groups are the Proctor Road Development Group, the Master Plan Group and Other Properties Group. The Proctor Rd. group will be working with Hunt Engineering as the development of the property progresses. The Master Plan group will focus on the development and implementation of a Master Plan for the campus. The Other Properties group will review and evaluate the properties currently owned by the Ed Foundation and any that are donated in the future to determine whether they are useful for the mission of the Foundation. With the amount of work this committee is charged with, having the working groups will allow the work to move forward. The meetings for each group will be informal and can be held virtually, if appropriate. The groups should meet at least once, more if appropriate, and will report out at future committee meetings. Casey suggested groups use Doodle Polls to find meeting times that are convenient for all parties in the group.

Proctor Road/Trapping Brook Road Development (January update) – Jeff Stevens distributed an updated site plan from Hunt Engineering. The plan shows a 50-foot town road right-of-way. The geolocated ortho image with the GIS property boundary geolocated. This will be as accurate as we can get without a boundary survey. The south end of the site is a challenge to keep 1/3 acre lots. The minimum 1/3 acre lots will exceed the village minimum lot size (1/4

acre) but do not meet the town lot size of 1/2 acre, so if the village cannot annex the property a zoning variance would be required.

The next step is a discussion regarding Village utilities and to develop a utility plan and phasing plan (assuming we are not subdividing the entire parcel(s) all at once.

Wellsville Campus Projects

Workforce Development Building – Work is continuing on the dust collection system. The main duct and unit were installed by Mertz Metal. There are still discussions going on with Mertz because of where they put the main trunk line, across the back of the laboratory, which is not where it was supposed to go. The next step in the process is the electrical connections for the system. Students are unable to complete the work this semester, so Jeff is getting quotes from electrical contractors.

Campus Maintenance Projects – Jeff Stevens reported that the sprinkler line froze and broke in a storage room in the back of the HVAC Clean Energy Lab. The feeder line was disconnected during renovation clear out. The heater is being repaired. Facilities is coordinating with students to complete the work. The new heat exchanger in Freshman Electrical was installed by Mazza, a new water heater has been installed in Auto Collision, and railing repairs on Freshman Electrical are nearing completion. Jeff also reported that discussion and quotes are being obtained for the Annex remodel and the old welding lab renovation, as they prepare for the electrical and welding expansion which is slated for completion for Fall 2023. The electrical students plan to begin wiring the shipping and receiving building for lighting and general power to bring that building online this semester. Jeff noted the heat in Freshman Auto went down this morning. He was informed there are some parts on a secondary boiler that will need to be replaced. Jon Nickerson reported there is a plumbing issue in the Special Projects Lab on campus. He had his plumber from the main campus over to evaluate the issue and they will be working with the village to get the water shut down so they can replace the valve. Jon also reported they are close to signing a contract with a contractor to install the new exterior lights on campus.

Other

Brad Smith informed the committee of the Wreck/Rebuild program, noting that by the end of the semester the students in autobody will have six vehicles ready to be sold. There are two sets of cars – ones they sell for $1,495 so they do not have to have a warranty on them, and ones on which they set a minimum bid and have a closed bid auction, with the car going to the highest bidder.

Public Relations Committee Meeting – February 9, 2023

Calendar Review

The 2022-2023 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2022 – New Board Members
- October 2022 – House #58 Groundbreaking
- ✓ December 2022 – Autobody Wreck/Rebuild program

    - January 2023 – Peer Tutoring
    - February 2023 – Scholarship awards
    - April 2023 – Completion of House #57
    - May 2023 – Chamber of Commerce Window
    - May 2023 – Commencement Car (if going to be given)
    - June 2023 – Skills USA
- Possible Future Press Releases
    - Development of property from Town of Wellsville
    - Senior Plumbing lab upgrades

It was noted the Autobody Wreck/Rebuild press release received widespread attention and even ended up in the *Fender Bender* magazine. The press release highlighted a student's prospective of the program and the benefits of the hands-on experience. Paul is interviewing scholarship recipients and will also interview peer tutors and those benefiting from peer tutoring to include their perspectives in those press releases, which he expects to have out within the next few weeks.

Brad Smith noted the Wreck/Rebuild program will have six cars to sell by the end of the semester. He shared the information at the property committee meeting and will be sharing it with the full board at the next meeting.

There will not be a Commencement car give-away this year, so that will be removed from the calendar.

Committee also discussed the Chamber of Commerce window. Paul suggested using a digital frame to run continuously. Mary will check with the Chamber to see if that would permissible.

New Business

2023-2024 Budget - In the past the requested funds paid for the roll-up which is updated every five years and also for the house signs. Committee discussed request for 2023-2024 and agreed to request same amount as last year. Motion: Ryan Miller made a motion to request $800 for the 2023-2024 budget year. Ruthanne Ashworth seconded the motion. All in favor, motion carried.

Old Business

Photo Gallery – Ruthanne Ashworth noted she has a thumb drive with photos of the homes, and she will be meeting with Jeff Stevens in the near future to discuss the photo gallery on the website. Paul Welker and Jennie Thwing volunteered to meet with Ruthanne and Jeff. Ruthanne will convene the meeting at a convenient time.

By-Laws Committee Meeting – February 13, 2023

New Business

Expiring Terms

- Vice President – Casey Joyce's term as vice president will expire on June 30, 2023. Casey has been informed and asked if he is interested in running again for the office. Mary will also solicit for nominations to all board members.

- Ruthanne Ashworth – Ruthanne is currently filling the term vacated by Kathy Markel and that term will expire on June 30, 2023. Faculty Senate will run the election in the spring.
- David Haggstrom (1st term) – David was notified his first term will expire on June 30, 2023. He has responded and has agreed to continue on the board for a second term. In his response, David expressed his interest in sitting on different committees; George welcomed the request and will honor his request.

Old Business

- Board (Friend) Vacancy – It was noted there is still one Friend of the College vacancy on the board. George will bring the vacancy up at the board meeting and request nominations to fill the vacancy. It was also noted that four board members have terms expiring in 2024, three of which are second terms. Mary will distribute the board matrix to the committee for discussion at the next meeting.
- Updated Operations Manual - the manual, which includes the updates from the Audit & Finance Committee, was distributed to committee members by email. It was noted there are some procedures that appear to be outdated and should be reviewed by committees.

Other

- George Goetschius noted that he is in the process of writing a few new procedures to be included in the Operations Manual. If he is able to get them written and vetted through the proper channels, they will be discussed at the April meeting.

Property Committee Meeting – February 22, 2023

Special Meeting

A special meeting of the Property Committee was held to review the committee's budget request for 2023-2024. Jeff Stevens shared a draft budget that was developed after he and Jon Nickerson met with the Wellsville faculty from each department. Budget items included the annual maintenance; funds to complete the dust collection systems, including electrician and incidentals; door and window replacements on the campus; HVAC upgrades; bathroom upgrades and repairs, including the second floor bathrooms in the Pioneer Student Union to comply with the NYS building code as it pertains to gender neutrality; funds to complete the centralized shipping and receiving building (Jeff noted once this is complete and in use, it will add to the square footage which will increase the lease payment); replacement of the floor in the kitchen and bakery of the Culinary Arts Building; interior renovations to the HVAC clean energy lab. Total request for these items is $270,000. The proposed budget is filed with these minutes.

Discussion followed regarding adding a line item to the budget for the Truck & Diesel expansion project for the remaining $285,000 that the Ed Foundation agreed to fund for the project. It was felt that these funds are additional funds approved by the board and that they should not take away from this committee's budget. This committee agreed they would add the line item to their budget, so it is not overlooked during the budget process.

Discussion regarding adding a line item to the budget for the development of Proctor Road also took place. Committee members were unsure how to estimate fees for architectural/engineering services for the year, so $50,000 was included. It was suggested that during future discussions with Hunt Engineering that question will be posed to see if a more accurate amount can be determined.

George Goetschius asked if Jeff Stevens and Jon Nickerson could provide a 3–5-year plan for capital projects, to keep the committee informed of future plans for the campus. Jeff and Jon will compile a report to share with the committee.

Jon Nickerson noted the College Beautification Committee has created a PowerPoint presentation that has been viewed by President Mauro and the administration. Jon noted a lot of work went into the presentation and he is proud of the work the committee did. Jon is willing to show the presentation to the Property committee if interested. Committee expressed interest in viewing the presentation at a future meeting.

Property Committee Meeting – March 2, 2023

Approval of Minutes
The minutes of the February 2 and February 22, 2023 meetings were reviewed. George Goetschius questioned the sentence in the February 22 minutes that read "It was felt that these funds are additional funds ***approved*** by the board and that they should not take away from this committee's budget." The funds referred to are the $285,000 of the $300,000 requested by the college president to assist with the expansion of the Truck & Diesel building project. After some discussion, it was agreed that the board of directors had committed to the entire $300,000 request and had approved $15,000 to come out of this year's budget at their November 10, 2022 meeting. The remaining $285,000 would go through the formal budget process for 2023-2024. It was agreed the word *"approved"* should be changed to *"committed to".* Motion: Craig Clark made a motion to approve the minutes of the February 2, 2023 meeting as presented and the February 22, 2023 meeting as amended. Peter McClain seconded the motion. All in favor; motion carried.

Foundation Student Projects
House #57 – Jeff Stevens reported that the interior finish work continues on this house.
House #58 – Jeff Stevens reported the exterior drying-in and the roof are being completed. The electricians are working. The windows should arrive soon, and Heavy Equipment Operations students have been working on some grading at the site.

House #59 – Jeff Stevens reported the survey of the properties for Houses 59, 60 and 61 has been completed. Jeff has digital copies of the survey and will share with the committee. The total cost was just under $5,000, and that amount will be split up between the three properties when costing out the houses.

Town Barn Project – Jeff Stevens reported the project continues to move forward with inside work now being done. Student electricians are there doing the wiring and carpenters are doing the framing.

Jeff also noted that some of the student carpenters are building a pavilion for the community at Tuller Field.

Working Group Reports

Casey Joyce noted he will be sending emails out with Doodle Polls in the next day or two to find meeting times for each working group to meet in the next couple of weeks. His plan is to also establish a point person for each group at the first meeting.

Proctor Road/Trapping Brook Road Development – Jeff Stevens noted not much has happened. George Goetschius noted in a recent conversation with a former town supervisor, it was mentioned that a portion of that property was going to be designated as a "park". Jeff has forwarded the concern to Hunt Engineering and they will be looking into it. Jeff also noted that Hunt Engineering has met with the Town of Wellsville officials and have requested maps for the water and sewer lines. Hunt will be scheduling a meeting with the mayor and other village officials about annexation, etc.
Master Plan – no report

Undeveloped Property Management – no report

Wellsville Campus Projects

Workforce Development Building – Jon Nickerson has been working with **Ketco** Construction Company to get a few quotes for projects on campus, including the mezzanine. They were on campus and walked through the building. **Ketco** expects to be able to get quotes to Jon by next week. There are a couple of problems, or opportunities, with the recently installed dust collection system; a walk-through is scheduled with the contractor. College electricians have talked with the supplier of the dust collection system and they will be working to get the system power requirements to the power source to get that up and running.

Campus Maintenance Projects – Jon Nickerson reported he expects spring break week to be a busy time on campus. A gas line in culinary needs to be replaced before the installation of a new piece of equipment can take place. His men have been working to remove the old walk-in cooler in order to install the new one. Ketco also walked through Freshman Auto and they found the gantry window is in pretty rough shape and the header beam above the window is pretty much shot. There are a number of places where you can stick your hand through the beam, so that will require attention. There is a water line to repair in culinary, and an issue with the lights in the Truck & Diesel building that require attention. The new campus lighting, which has been taken care of through the state budget and grants, will be completed by the college electricians. Jon also noted he has reached out to the village water department as there is a valve just inside the wall of the old welding lab that has seized up in the closed position. The water will need to be shut down on the outside of the building, so he is working with the village water department to determine what else may need to be shut down during for this repair. Jon assured the committee they will do their best to take care of the issues that affect the educational process first.

New Business

- 2023-2024 Budget – Casey Joyce noted the revised budget was distributed for the committee's review. Without a more accurate annual estimate of engineering services for the Proctor Road development, committee agreed to leave the amount at $50,000 for that line item (#9). Jeff Stevens noted, after conversations with Dr. Mauro and other campus officials, the statements in Item #10 – the Truck & Diesel expansion, the statements *"($285,000 allocation broken up over years?)" and "Payout expenditure dependent upon engineer requirement*" should be retracted as the college would like the

remaining $285,000 be available in the next budget year for engineering drawings and then any remaining funds would constitute seed money to move the project forward. Jeff Stevens will revise the draft and the proposed budget will be distributed to committee. Motion: George Goetschius made a motion to move the proposed budget request of $320,000 from the Property Committee on to the Audit & Finance committee. Kris Green seconded the motion. All in favor, motion carried. The proposed budget will also include a line item for the $285,000 Truck and Diesel expansion project, that is separate from this committee's request.

Scholarship Committee Meeting – March 8, 2023

Scholarship Report Review

2022-2023 Scholarship Report: The summary report of the 2022-2023 scholarship awards following Spring 2023 registration was reviewed. The Educational Foundation allocated $185,000 for scholarships – $40,000 for the Distinguished Scholars program and $145,000 for admissions scholarships, and the entire allocation was used this year. The admissions scholarships are broken down as follows: $35,500 for Academic Distinction, $93,000 for ASC Pioneer Awards, $8,000 for Phi Theta Kappa, $6,500 for Transfer Scholarships and $2,000 for Vocational Excellence. The total college sponsored scholarships awarded this year was $3,802,241.45, which is down from $4.2 million awarded last year and $4.4 million offered two years ago.

Betsy Penrose noted the PTK scholarships are given to transfer students from community colleges who are members of the PTK organization. She also noted that the transfer scholarship requirements are being modified for Fall 2023 so transfer students are now eligible for the transfer scholarship with a 3.0 GPA instead of the previous requirement of a 3.25 GPA.

Betsy noted the Distinguished Scholars program, and the Academic Distinction scholarships are being phased out, so the funding amounts for those will continue to decrease. Those scholarships will be phased out over the next three years, due to the five-year Bachelor of Architecture program.

New Business

- Budget Request for 2024-2025 recruiting year – Betsy Penrose noted the Ed Foundation increased the scholarship budget a couple of years ago by $10,000 to the current allocation of $185,000 by reallocating the Work Grant funds when they were no longer being used. Discussion as to whether to ask for an increase in funding followed. Motion: David Haggstrom made a motion to request $190,000 for scholarship funding for the 2024-2025 recruiting year. Ellen Ehrig seconded the motion. All in favor, motion carried. Betsy will forward the request on to the Audit & Finance committee.
- Scholarship Yield Reports – The 2022-2023 Yield Information was reviewed. Betsy noted the Pioneer awards (for 2-year students) were offered to 1128 in-state students with 413 enrolling, for a yield of 36.6 percent; and to 70 out-of-state students with 24 student enrolling for a 34.2 percent yield. The Scholars Awards (for the 4-year students) were offered to 1122 in-state students with 241 enrolling, a 21.5 percent yield and to 67 out-of-state students with 9 enrolling, for a 13.4 percent yield. There were also 47 Big Blue Residential Grants offered to out-of-state students with 14 enrolling with a 29.8 percent yield. Overall, through the new Merit Scholarship Program, 2434 students were offered awards with 701 students enrolling resulting in a 28.8 percent yield. Betsy noted

the college is not satisfied with the out-of-state enrollment numbers and focused on recruiting out-of-state students this year by offering in-state tuition to those students.

Other

- Betsy Penrose discussed enrollment tracking, noting just over 8,000 scholarships have been offered to students who have applied for Fall 2023, compared to 4,712 last year. That number is higher than in 2019, before the pandemic, when 7,330 scholarships were offered. If the college can recover to enrollment numbers prior to the pandemic, they will be in very good shape. Applications have increased 70.78 percent from last year and 76.90 percent from two years ago. Campus visitors during 2022-2023 are at 3,980 compared to 2568 last year and 690 in 2020-2021. Campus visitors prior to the pandemic were 3132 visitors in 2018-29 and 3697 visitors in 2017-18. Betsy explained that the increases in the numbers are positive signs for an increase in enrollment, but noted it is still early and students have until May 1 to make their decisions. Betsy is, however, optimistic the college will meet and surpass the enrollment target of 3,780 for Fall 2023. Current enrollment for Spring 2023 is 3450.
- Betsy Penrose will complete the annual report and share it with the committee.

Audit & Finance Committee Meeting – March 16, 2023

Operating Revenues – Peter McClain reported, as of March 14, 2023, the current balance in the checking account is $65,177.95, and the investment account balance is $1,271,782.70 of which $255,890.31 is cash. Peter noted $100,000 was withdrawn from the $255,890.31 cash balance today (3/16/2023) and deposited into the checking account for future expenses.

BUDGET REVIEW

- The preliminary budget was distributed. It was noted the seed funding for the Truck & Diesel project will be decreased from $285,000 to $125,000 for the 2023-2024 budget, and the remaining $160,000 will move to a future year. It was also noted there may be an increase in the lease payment of $30,000 if the additional square footage can be included in next year's lease. Committee discussed negotiating an increase in the lease rate for the next contract and possibly including language that would include a small percentage rate increase per year throughout the 10-year contract. It was noted there are still three years remaining for the current contract. It was noted the current lease payment is completely used up annually and the majority of capital projects are funded through the Foundation's investment account.
- Peter noted the Foundation spends *an average* of $380,000 from March through August. He noted there is an outstanding invoice of $135,000 so there is potentially $515,000 in expenses to be paid through August while only approximately $300,000 in cash, leaving a balance of $215,000 in needed cash before the next lease payment will be received. Discussion on where to get the funds followed, including using the line of credit, sale of house #57, getting a loan, or selling investments. The committee shared concerns about taking funds from the investment account with the current volatile market and discussed using the line of credit, though the interest rate is currently much higher than it has been in the past.
- The importance of keeping up with campus projects to maintain the property was recognized, but with the current state of finances, the committee discussed getting a priority listing of projects from the Property Committee to determine what projects, if any, might be postponed without causing major issues. Jeff Stevens noted the three projects

planned for the summer include replacement of the floor in culinary arts - $50,000; gantry crane project of freshman auto - $75,000; and the mezzanine in workforce development - $135,000. Jeff noted the flooring in the culinary arts building has been noted as a concern by the health department for a few years now and replacement is now considered a necessity. The gantry crane project is still being assessed for any safety or health concerns. The mezzanine is the final project to complete the Workforce Development Center. Jeff expressed, of the three in his opinion, the mezzanine would be the project that could be postponed.

- Jeff Stevens noted that House #57 is on target to be completed in May and there are still eight people interested once a sale price is set, which should be set at the next Property Committee meeting. So far approximately $268,000 has been spent on materials for the home.
- The Truck & Diesel expansion project was discussed. The total cost of the expansion is $2.5 million and a total of $5 million for the campaign that includes expansion of the electrical and welding programs. Grant applications have been submitted for equipment. Prospective donors are being interviewed. President Mauro confirmed that $125,000 of the $285,000 will be needed in 2023-2024 fiscal year.
- Under the current financial circumstances, it was suggested that this year the committee work towards a balanced budget and complete as many projects as possible without invading the investment account. Peter McClain will request from the Property Committee, a prioritized list of capital projects. Once received, and it is determined whether the additional square footage can be increased in next year's lease, adding an additional $30,000 to the $648,56.10 lease payment, this committee can finalize the budget.
- The Vehicles section (75/76) of the budget was discussed. Jeff will reach out to the automotive department to confirm the numbers for the budget. It was noted there were six vehicles to be sold this year, and one was just sold. The agreement made was one-half of the profits go to the department and the other half of the profits come to the Foundation.
- It was noted that the Scholarship Committee requested $190,000 for the 2024-2025 recruiting year, an increase of $5,000. In 2017 the board voted to cap scholarships at $175,000, but in 2020-2021 the $10,000 funding for Work Grant ceased and the board voted to give that allocation to scholarships. Board will vote at the annual meeting separately on scholarship funding from the budget vote.
- Peter McClain asked the committee their preference for raising cash, beyond the cash in investment account, as needed between now and August. It was agreed that using the line of credit would be the best solution, but it was suggested that a phone call or Microsoft Teams meeting be scheduled when the time comes that a decision is needed.

Other

- Sage Rutty is currently reinvesting the dividends and interest back into investments. Motion: George Goetschius made a motion to have Sage Rutty discontinue reinvesting dividends and interest in the investment account effective immediately. John Sadowski seconded the motion. All in favor, motion carried.

- It was reported that Mary Lou Massara passed away recently. Committee agreed to send a donation in the amount of $100 to the Association for Frontotemporal Degeneration in her memory, as Tom Massara was a long-time member on the board of directors in his position as Executive Director of A.C.E.S. Mary Scholla will make the donation.

Public Relations Committee Meeting – April 5, 2023

Calendar Review

The 2022-2023 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2022 – New Board Members
- October 2022 – House #58 Groundbreaking
- ✓ December 2022 – Autobody Wreck/Rebuild program
- January 2023 – Peer Tutoring
- April 2023 – Scholarship awards
- May 2023 – Completion of House #57
- May 2023 – Chamber of Commerce Window
- June 2023 – Skills USA

- Possible Future Press Releases
  - Development of property from Town of Wellsville
  - Senior Plumbing lab upgrades

The Peer Tutoring press release was sent out in March. Paul Welker noted it was delayed due to trying to include student comments. Discussion followed and the committee agreed going forward the articles will not include names and titles of the staff. The calendar was revised slightly with new dates for the remaining releases. Paul also noted he is working on the scholarship award press release and it will be going out in the next week or two.

Committee also discussed the Chamber of Commerce window. Paul will check with the computer center to see about a monitor to include in the window. He indicated he will have photos to include on a flash drive for the Wellsville campus programs and from the recent SkillsUSA competition for the digital frame.

Old Business

Photo Gallery – Ruthanne Ashworth met with Jeff Stevens and has the zip drive with a number of photos of the houses. There are some homes missing, and Jeff is working on getting photos of those homes. Once all the photos are available, they will update the photo gallery on the website.

Other

Mary Scholla noted she has contacted Tim Rohrer and Jeff Stevens to ensure that cornerstones are being installed on the current and future homes. Ruthanne Ashworth will talk to Jeff Stevens about the cornerstones the next time they meet.

Audit & Finance Committee Meeting – April 6, 2023

Cash Management Meeting

Peter McClain called this special meeting to discuss cash management strategies.

Peter noted the current balance in the checking account is approximately $57,000 with known payables of approximately $19,000 and an invoice from Mertz Metal, which is on hold, in the amount of $28,800. Jeff Stevens noted the invoice from Mertz Metal is on hold until the company makes changes in the work they performed. Jeff expects the work will not be done

until May. Those invoices total approximately $47,900 in current bills which will leave a balance of approximately $9,000-$10,000 in the checking account, and there will also be the normal bills that come through. That balance will not be sufficient for the summer projects planned. It was noted there is approximately $5,000 in cash remaining in the investment account as Jonna withdrew $100,000 after the March 16 meeting and $150,000 last week to pay outstanding invoices, including the scholarship payment and two large invoices for the dust collection system. The current rate for a line of credit is 8.5%, prime is 8% and our rate is prime plus .5%, or 8.5%, as of last week. It was also noted that if the line of credit is used, the interest rate will fluctuate with the prime and will not be a fixed rate. Peter noted this committee has used the $1 million mark as a threshold for the investment account and has used profits above the $1 million for additional capital projects.

A lengthy discussion followed to determine the best option for cashflow over the summer months until either the lease payment is received, or House #57 is sold. It was noted the average spending from March through August over the past few years has been around $380,000. The Foundation's line of credit is $800,000 and the funds can be accessed as needed. Committee discussed whether to lower the threshold in the investment account and to what amount that might be, how and when the investment account would be restored if the threshold is lowered and weighing the loss of paying interest on the line of credit versus the loss of gains in the investment account if funds are taken from investments.

Peter recapped the conversation by stating Mr. Zach Armstrong (Sage Rutty) has already been directed to stop reinvesting the dividends and interest and committee agrees he can now start taking profits over the $1 million dollar threshold and move to cash. Jonna will have access to the cash funds to use as the cashflow needs require. Once cash from the investment account is gone, Jonna would be authorized to tap into the line of credit for any incoming bills. There will be an agenda item at the full board meeting on April 20 to discuss whether there is interest in lowering the $1 million threshold to $950,000, $900,000, or some other level, or if the board feels it should remain at the $1 million.

Mr. Zach Armstrong joined the meeting at 4:30 p.m. Peter recapped the committee's discussion for Mr. Armstrong and Peter and Val explained the purpose of the investment account and the short- and long-term expectations, noting the purpose of the account is to have funds available in case of some catastrophic event, or if a house does not sell, or the lease payment is not received on time, and, in healthy market times, to be able to access anything that is over the current $1 million threshold to address the myriad of needs to improve the campus.

Mr. Armstrong noted the investment account as of April 6 has a balance of just under $1,070,000, and the current allocation is 85 percent stocks and 15 percent bonds within balanced funds, which are mixed funds that have both stocks and bonds. He noted two of the balanced funds have had minimal loss over the past year – the Capital Income Builder and the American Balanced funds. The Capital Income Builder fund has had an approximately 3 percent decline over the past year, and the American Balanced fund an approximately 5 percent decline over the past year.

Mr. Armstrong proposed three liquidation scenarios. The conservative scenario would be to liquidate $50,000 now from the Capital Income Builder fund; the moderate scenario would be to liquidate the entire Capital Income Builder fund of approximately $86,000, and the more

aggressive scenario would be to sell off both the Capital Income Builder fund and the American Balance Fund, with a balance of approximately $62,000. If both funds were liquidated, the total would be just under $150,000. He pointed out that inflation is still a problem, high rates may be here for at least a while and there are signs in the economic data that the labor market is starting to weaken, which is starting to drum up a more realistic fear that a recession is possible. He would like to avoid a situation where more money is needed when the market has taken a downward turn. He noted the market (S&P) is still down approximately 15 percent so, it may be prudent, if assets that are down only 3 – 5 percent from their peak can be sold now and moved into cash.

Peter noted the expectation is that money will be needed sometime in the May time frame, or possibly sooner. In May, the summer projects kick off, and money that has been accumulated in cash will be used, and once that is gone, the line of credit will be used. Peter noted the committee has consent to liquidate down to the $1 million threshold and gave Mr. Armstrong authorization to liquidate the $70,000 above the $1 million threshold to cash. The full board meets on April 20, 2023 and will discuss adjusting the threshold and Peter will be back in contact with Mr. Armstrong after the meeting.

Mr. Armstrong confirmed he will move on the $70,000 at the beginning of the week, since markets are closed on Good Friday and will wait for further instructions.

Peter thanked Mr. Armstrong for his time, insight, and recommendations.

By-Laws Committee Meeting – April 13, 2023

New Business

- Committee Chair – if anyone is interested in chairing the committee, they can contact George.

Old Business

- Board (Friend) Vacancy – There is still one Friend of the College vacancy on the board. Dr. Mauro has indicated the administration is having conversations about possible candidates to fill the vacancy. Committee discussed potential candidates. It was agreed that George would contact David Sengstock to see if he is willing to join the board.

- Expiring Terms – Ruthanne Ashworth's position is on the Faculty Senate ballot. The election results should be available by May 1. David Haggstrom's first term will expire on June 30, 2023, and he has agreed to continue on the board for a second term.

- New Procedures for inclusion in the Operations Manual – George Goetschius is working on a couple procedures for the Audit & Finance and Property committees. He has a few revisions to make on one for the Audit & Finance committee after conversation with Jonna Anne. It was agreed that once he finalizes the drafts, he will forward them to committee members prior to sending to the respective committee chairs.

Audit & Finance Committee Meeting – April 20, 2023

Operating Revenues – Peter McClain reported the current balance in the checking account is $57,498. The investment account balance is $1,085,508.29 of which $76,015.57 is cash. Account has gone up a bit since March. Peter noted the order on the books is that dividends

and interest are currently kept as cash in the investment account. Over the summer months, Jonna Anne and Rose Cook will use the cash from the investment account to pay incoming invoices. When that cash runs out, they have been directed to tap into the line of credit as needed.

New Business

- Finalize proposed 2023-2024 budget. Rose Cook distributed the updated preliminary budget for 2023-2024. Peter noted the updated budget includes an increase in the lease payment to $656,171.40, which includes the additional square footage of the shipping and receiving building. There is $69,000 for repairs and maintenance for the campus, $201,000 for capital projects, $125,000 for the Truck & Diesel expansion, which is the amount needed this year for the full design phase, (leaving $160,000 remaining of the $300,000 commitment) and $50,000 for the Proctor Road development, which brings a total of $67,828.60 over budget.

  Jeff Stevens provided the prioritized listing of projects planned for this budget cycle, explained each project and when he anticipated it being completed including replacement of the floor in culinary, replacing doors and windows on campus, HVAC upgrades, bathroom repairs and upgrades, dust collection system tie in, completion of the centralized shipping and receiving building, and the HVAC clean energy interior renovation. Discussion on whether any of the projects could be postponed followed. Craig Clark made it clear that President Mauro expressed he does not want to reduce the amount allocated for capital projects in exchange for funding for the Truck & Diesel expansion project. It was noted the container home, when brought online, will add additional square footage to the lease, and it will add approximately $4,000 to the lease payment, but that will not be for another year. There are no other buildings anticipated to increase the square footage at this time.

  Lengthy discussion continued as members attempted to come up with a proposed budget to bring to the full board. Without consensus on a proposed budget, committee agreed to bring the discussion to the full board for their input, explaining the three options that include going with the budget as presented, which includes having to use $67,828 out of the investment account to balance the budget; make cuts to the proposed budget in the amount of $67,828 in order to have a balanced budget; or make cuts somewhere in the middle.

Board of Directors Meeting – April 20, 2023

New Business

- Line of Credit Resolution – In order to renew the line of credit, the resolution needs to be approved. Resolution was reviewed. Motion: Peter McClain made a motion to authorize the George Goetschius, president of the board, and Jonna Anne, executive director of ACES, to execute the commercial line of credit resolution renewal with Community Bank for cash flow purposes. John Sadowski seconded the motion. Motion passed unanimously.

- Proposed 2023-2024 budget – The 2023-2024 proposed budget was distributed for review. Peter noted that Rose put together all requests and normal expenditures into the

budget, and at the end of the budget sheet under Additional Commitments, are the requests from the Property Committee including $125,000 out of the $300,000 commitment that was approved by the full board for the Truck & Diesel expansion for drawings, $50,000 for engineering work on Proctor Road development, and in-progress projects totaling $201,000. The total expenses exceed the total income by $67,828.60. The Audit & Finance committee was not at consensus; therefore, is requesting input from the board members to determine whether to propose the budget as presented, which includes using $67,828 out of investments to balance the budget, make cuts to the proposed budget in the amount of $67,828 in order to have a balanced budget or make partial cuts to the proposed budget. Craig reiterated that President Mauro expressed that he does not want to reduce funding allocated for capital projects in exchange for funding for the Truck & Diesel expansion project. Craig noted the importance of keeping up with the general maintenance of the campus.

A lengthy discussion followed as to what, if any, other line items could be reduced or postponed for year, specifically the $50,000 for the Proctor Road development. Property committee members explained the importance of that funding in order to begin the work to determine what exactly will be needed in order to start building on the property and noted that $50,000 is only the beginning of the expenses for that site. Hunt Engineering has been hired to guide the Property Committee in all aspects of the development of that property. Hunt Engineering has begun conversations with town and village officials and will be reporting to the Property Committee. It was also noted that money spent on development now will be included in the sale price of the homes when they are sold in the future. In addition to the Proctor Road development, reducing scholarship allocation and postponing the Truck & Diesel expansion were also discussed.

Peter noted the three options: zero over the budget, cutting the $67,828; cutting $14,000 (one capital project), leaving an overage of $54,000 instead of the $67,828; or approving the budget as presented leaving the $67,828 overage and allocating funds from the investment account to cover the overage. Considerable discussion followed trying to balance how

Motion: John Sadowski made a motion to recommend presenting the proposed budget of $756,000.00 as presented. Casey Joyce seconded the motion. There is a month before the annual meeting for board members to review the budget and bring any comments, questions, or concerns to the Audit & Finance committee. All in favor, motion passed.

Other

- George reported that Tom Massara's wife, Mary Lou, passed away recently. The Ed Foundation made a donation to the Frontal Temporal Degeneration Foundation in her memory, and George just wanted the board members to know.

Property Committee Meeting – May 4, 2023

Guest Presentation – Hunt Engineering

Greg Barr, Hunt Engineering, updated the committee on the Truck & Diesel expansion and Proctor Road development. Drawings for both projects were distributed and shared with the committee and are filed with these minutes. Mr. Barr explained the plan for the expansion of the

truck and diesel building, noting he has talked with faculty and shared the plans, and has allowed them to share their comments and concerns. Mr. Barr noted the first two bays with restrooms, mezzanine and classroom facilities will not be affected by the addition, so the running of the program will continue while the addition is being built. The gantry crane installation will be completed over the summer. He noted the existing building was approximately 1500 square feet short of a sprinkler system requirement, but with the addition, the building will have to have a sprinkler system installed to meet code. The site plan was also reviewed, noting proposed parking, traffic pattern and proposed narrowing the driveway to a 24' drive instead of the current 28' to give a little more space and recommended heavy duty concrete or a crushed gravel instead of pavement at the overhead door entrance.

Proctor Road development update – Mr. Barr noted that village electric is not an option for this property even if the property becomes village lots, because Wellsville electric does not own the rights to serve the electricity in that area. The boundaries were set many years ago and that area is not included. However, there is plenty of capacity in the village system to serve the development for water and sewer. Mr. Barr met with the village and town officials separately to further discuss the project. The town is willing to create a municipal district to allow the new development access to village water and sewer. The next step in the process is to annex the properties. With the annexation, the lot size can be one-third acre lots which allows for 24 or 25 lots on the property. Mr. Barr noted the 25th lot may be needed for storm water detention. Once the annexation is completed and the parcels collapsed, a boundary survey and topography study will need to be completed and then a full utility design can be completed. He noted cable for telephone and television and internet will all be easily accessible for the development as well as National Fuel for gas. Mr. Barr stated that anytime a development with over four building lots is created, it triggers a formal state subdivision application, which is reviewed by the state health department, and that process takes approximately one and a half years. It is possible to start the first four buildings while waiting for the review; however, he recommends doing the storm water design for the full development and having it designed with a phased approach. Once ground is broken for the first building, a storm water permit will be needed, at a cost of approximately $100 per year until the last house is completed. Casey Joyce requested an estimate on the development costs for the property with roads, utilities, storm water, etc., so the committee can understand what the cost outlay will be over the course of the project. Mr. Barr will get an estimate from his firm. A brief discussion about the class of homes that might be built in the development followed. Mr. Barr suggested taking a standard footprint and make three or four slightly modified versions of it to change the roof line, front appearance, garage door placement, etc. so the homes are all unique. Motion: Jeff Stevens made a motion to request that Hunt Engineering move forward with the administrative piece of the annexation for the town parcel to become village property. Peter McClain seconded the motion. All in favor, motion carried.

Foundation Student Projects
House #57 – Tim Rohrer reported the home will be finished by the end of the semester (May 12). All materials are on site, with the exception of the countertops which will arrive on Monday (5/8), the gravel for the driveway and the grass seed. Permanent doors will be installed this week and the overhead garage doors have been installed. Tim noted that faculty will spend much of their last week of obligation wrapping up any unfinished items. The electrical and plumbing final inspections, blower tests, etc. will all be completed by May 19. Tim felt that the

groundwork, including seeding of the lawn, would also be completed by the end of the semester. The budget of the house was distributed. As of April 30, 2023, approximately $296,500 has been expended for materials, and when the lot cost is included, the cost is $309,000. Tim does not think the cost of gutters, tiles and countertops are included in the $309,000; therefore, there is approximately $9,000 that is not included in the $309,000 figure. That brings the total cost of the home to approximately $318,000. The initial budget set was $257,000 and final cost is approximately $318,000 due to inflation costs. Jeff Stevens noted the sale procedures require an appraisal of the home. Jeff has contacted and scheduled Rhonda Wilkins to do the appraisal on May 11. Jeff showed the house on Tuesday and the people who are looking are very aggressive and he feels there may be multiple offers on the home. Committee agreed to wait until the appraisal comes in to set the sale price. Jeff will contact Casey when he gets the appraisal, and a Microsoft Teams meeting will be scheduled. Jeff encouraged committee members to tour the home; it is a beautiful home and one of the nicest students have built.
House #58 – Tim Rohrer reported they are on schedule for this home to be completed in May 2024. The dry wall is up, the first coat of tape is on, and the main part of the roof is shingled. The garage foundation was completed last week, and the garage will be framed up in September. The house is locked up, scaffolding will be taken down this week, and the area will be cleaned up for the summer.

House #59 – Tim Rohrer reported the driveway, and the foundation will be started in the fall, and the lot across the street will be cleared for student parking. The following year (fall 2024) the framing for house #59 will start. Jeff Stevens reported he was approached by a potential buyer who asked if we would be interested in custom building their house. They have a design in mind and wanted to know if we would entertain the idea of building their house. Committee discussed keeping with the mission of the Foundation and the student educational experience and agreed to decline of offer of building a custom home. Jeff will notify the individual who made the request and will let him know about the availability of House #57 this year and House #58 next year.

House #61 – The people residing next to lot #61 are interested in purchasing the lot, so a home will not be built there. They offered $15,000 for the lot. Discussion followed, but due to the uncertainty of knowing when the Proctor Road property will be ready to build, concern was raised that lot may be needed for a build. Tim Rohrer noted it is a nice lot, but he did express his concern that it may be difficult to build there due to the limited space for equipment and parking. Committee agreed there is no reason to make a decision now, and Jeff will report back to the family that, at this time, the college is not willing to sell the lot but may revisit the request in a year or two.

Town Barn Project – Jeff Stevens reported the project continues to move forward as scheduled. The students are completing the tasks they have for the semester.

Working Group Reports
Proctor Road/Trapping Brook Road Development – report from Hunt Engineering above
Master Plan – no report
Undeveloped Property Management – no report

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens noted a preliminary quote from a contractor for the gantry crane repairs came in significantly higher than the $75,000 budgeted. Jon and Jeff will be looking at drawings from Hunt to see if there is anywhere that costs can be cut. They do not see an immediate safety issue and will use this year to fine tune the work that is needed and get additional quotes. It is, however, the next big project that needs to be done will be included in the 2024-2025 budget year.

In this year's budget, they ran into a problem with the dust collection system and the control panel. The control panel that was ordered is not aligning voltage wise with what they have in the building. The cost of the control panel needed is about $34,000 and they would like to get that ordered. Jeff and Jon are working with the vendor to either buy back the unit that was purchased. If not, they would use that panel in academics to teach from. Jeff Stevens stated the new control board is needed in order to finalize the connections for the dust collection system to get it working. Discussion followed with committee agreeing the dust collection system is not much good if there is no electric power to it. Motion: Jeff Stevens made a motion to recommend that President George Goetschius reallocate funds in the budget to purchase the control panel out of this year's budget. Jon Nickerson seconded the motion. All in favor, motion carried. Net cost savings in the budget is approximately $40,000.

Campus Maintenance Projects – Jeff Stevens noted new lighting is being installed across campus and is expected to be completed by the end of the month. Jon Nickerson reported there are a number of items they expect to accomplish over the summer.

Old Business

- Betty Brown Property – No update on the lease agreement.

New Business

- Sale price of House #57 – will be set once the appraisal has been completed.
- Barber Lane Property – Request to purchase lot #61 – As stated above, committee agreed to not sell at this time. Jeff will report back to the interested family.

Campus Beautification Committee presentation – Jon Nickerson shared the presentation compiled by the Campus Beautification Committee. The committee focused on landscaping and grounds, building exteriors, building interiors, signage and lighting, and other. Some suggestions for the Wellsville campus include updating building entrances and signage on campus, adding logo rugs and runners in each building, adding plants/shrubs around walkways and entrances, moving student projects outdoors or showcase in windows, adding outdoor seating spaces for students to create cozy gathering spaces around campus, create uniform building signage throughout the campus, adding student art to bus stops, updating current basketball court into a full court, and installing digital signage for special events. The full report is filed with these minutes.

Property Committee Meeting – May 17, 2023

Special Meeting

Casey Joyce noted the purpose of this special meeting is to set the sale price of House #57. The appraisal that was completed last week has been received. Casey stated the cost to build

the home was $318,000 and committee members agreed we need to recoup our costs. Jeff Stevens noted he has eight parties interested in the home. One party has toured the home twice and another party mentioned they would be able to pay cash. There is one party from Massachusetts who had expressed interest, and Jeff has contacted her to see if she is interested in traveling out to tour the home. The sale price and time frame were discussed. Motion: Jeff Stevens made a motion to set the sale price of House #57 at $330,000, with an escrow of $10,000, notifying the previously interested parties and giving them one week to respond with an offer. Tim Sortore seconded the motion. All in favor, motion carried. Further discussion followed and committee agreed that Jeff Stevens will email the interested parties on Friday, May 19, 2023, at noon, and they will have until noon on Friday, May 27, 2023, to respond. If there are offers, committee will meet through Microsoft Teams to discuss the offers. If no offers are made, the sale of the house will be opened to the public.

Audit & Finance Committee Meeting – May 18, 2023

Operating Revenues – Peter McClain reported the current balance in the checking account is $38,555.06. The investment account balance is $1,084,705.06 of which $76,083.26 is cash, compared to last month's balance in the checking account of $57,498 and $1,085,508.29 in the investment account. There is just over $114,000 available before needing to tap into the line of credit.

New Business

Peter McClain noted the Scholarship Committee request for the 2024-2025 recruiting year is $190,000, which is a $5,000 increase from this year's allocation. Peter reminded the committee that back in 2017, the board voted to cap scholarship funding at $175,000 in order to focus on campus projects. When Work Grant funding was no longer being used, the committee agreed to reallocate the $10,000 to scholarships. For the past couple of years, committee proposed, and board approved, to allocate $185,000 to scholarships. Although it does not affect the current (2023-2024) budget, Peter asked committee for thoughts on whether to continue with the $185,000 for scholarships, increase funding to the requested $190,000 or revert to the $175,000. A lengthy discussion followed with some in favor of holding funding at the $175,000 amount in order to focus more on facilities or trying to balance the budget, while others were in favor of maintaining the $185,000 as enrollment numbers are increasing and more scholarships will be awarded. Committee agreed to bring the discussion to the full board to determine how to allocate future funding to be most beneficial to the students.

Board of Directors Meeting – May 18, 2023

Introductions

George Goetschius introduced and welcomed Justin Cornelius to the board. Justin was elected by Faculty Senate in their spring election to fill the Faculty-at-Large position. His five-year term begins on July 1, 2023.

New Business

- Sale price of House #57 – Motion: The motion was made on the recommendation from the Property Committee to set the sale price of House #57 at $330,000, giving the interested parties one week to submit their offers, and once a purchase offer is accepted, a down payment of five percent (5%) of the sale price is required. Peter seconded the motion. All in favor, motion carried. Discussion about how the property committee plans to handle the offers followed, if more than one offer is received. It was suggested to have parties include an escalation clause and a ceiling on their bid, and provide prequalification letters. Jeff Stevens agreed to share his letter to the parties with Sandy Sawyer and John Sadowski for their review prior to sending it on to the interested parties.
- Approval of Proposed 2023-2024 budget – The proposed budget was reviewed. George Goetschius noted one item not mentioned was an increase for the Operations Manager, that will be covered by the dollars currently in the budget. George also reviewed the capital projects totaling $201,000 which include replacement of the culinary floor (kitchen and bakery), replace doors and windows on campus, HVAC upgrades, bathroom upgrades and repairs, Workforce Development Building dust collection system electrical connection, final finishing on the centralized shipping and receiving building, and HVAC clean energy renovation. The $125,000 for truck and diesel expansion, and $50,000 for the Proctor Road development were also noted. Motion: The motion was made on the recommendation of the Audit & Finance Committee, to approve the 2023-2024 proposed budget in the amount of $756,000 as presented. Casey Joyce seconded the motion. All in favor, motion carried.
- Approval of Scholarship funding for the 2024-2025 budget – Peter McClain noted that the scholarship committee requested $190,000 for the 2024-2025 recruiting year. The Audit & Finance Committee had a lengthy discussion about the scholarships where they discussed the cap on scholarships that was set in 2017 at $175,000 and anything above that would require a vote. The last two years, the $10,000 from Work Grant was rolled into the scholarship allocation, bringing the total to $185,000. The Audit & Finance committee agreed to bring the discussion to the full board to determine where the money above the $175,000 would be best allocated, scholarships or capital projects. People spoke both in favor of keeping scholarship funding at $175,000 in order to focus on capital projects and others were in favor of maintaining the current level of support for scholarships, knowing that enrollment is increasing, and more scholarships will be awarded. Motion: Geralyn Gough made a motion to allocate scholarship funding for the 2024-2025 recruiting year in the amount of $175,000. John Sadowski seconded the motion. Ten voted in favor and three opposed. Motion carried.

Other

George Goetschius thanked Ruthanne Ashworth for her time on the board, for stepping up to chair the Public Relations Committee, all while continuing her education and working at the hospital during COVID.

Property Committee Meeting – June 2, 2023

Update on House #57

This meeting was scheduled to give committee members an update on the status of the sale of House #57 and to discuss next steps. Casey Joyce reported that Jeff Stevens received one purchase offer of $300,000 for the house. Casey reiterated the asking price agreed upon was $330,000 as the total cost of the home, including lot and materials, is approximately $318,000.

Jeff noted the purchase offer referred to having to complete the flooring, painting the interior of the home, seeding the grass, and finishing the driveway. Jeff noted the flooring is always left incomplete and walls are all primed, but colors are never applied. He also noted that the grass was seeded, but due to the dry weather, the seeding did not take. A counteroffer was then discussed. It is felt the housing market is still fairly strong, and the sale of the house has not yet been made public, so committee agreed not to take a loss on the house at this point.
Motion: Tim Sortore made a motion to authorize Jeff Stevens to respond to the individuals with a counteroffer of $325,000. Craig Clark seconded the motion. All in favor, motion carried.

Casey thanked committee members for taking the time to join in on the meeting.

Property Committee Meeting – June 7, 2023

Update on House #57
This meeting was scheduled to continue discussion on the sale of House #57. Jeff Stevens reported he received a counteroffer of $315,000 to our counteroffer of $325,000. Jeff also noted the family, along with possible parents, again visited and toured the home. Jeff reminded members the total cost of the home, including lot and materials, is approximately $318,000 - $320,000. If the offer of $315,000 is accepted, it would result in a loss of approximately $5,000. After some discussion, it was suggested, and committee agreed, to meet in the middle and counteroffer $320,000. During further discussion, committee agreed to authorize Jeff Stevens the flexibility to go as low as $318,000 as a final offer on the home without another meeting.
Motion: Brad Smith made a motion to authorize Jeff Stevens to respond with a counteroffer of $320,000, with the flexibility to go to $318,000, if necessary. Peter McClain seconded the motion. All in favor, motion carried.

If the counteroffer of $320,000 is accepted, full board approval will be needed, along with a resolution. Jeff thanked committee members for taking the time to join in on the meeting.

Board of Directors Meeting – June 13, 2023

Special Meeting
This special meeting was called to discuss the sale of House #57. George Goetschius reported the sale price of the house was set at $330,000, and a negotiated offer of $320,000 has been received. There were no contingencies on the offer. It was also noted this is the only offer received on the house, and the offer does cover the cost of what has been spent on the home. Concern of setting a time limit to avoid having a prolonged purchase process was discussed. Jeff Stevens will discuss including a time limit in the agreement with Peter Degnan. It was also noted a non-refundable down payment of five percent of the sale price is required once the purchase agreement is signed. Motion: John Sadowski made a motion on the recommendation of the Property Committee to accept the offer of $320,000 for House #57. Casey Joyce seconded the motion. Motion passed unanimously.

Jeff Stevens will contact attorney Peter Degnan to begin the purchase agreement process.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2022-2023

Board of Directors:
Jonna Anne, Executive Director, ACES, Ex-Officio – (2021)
Ruthanne Ashworth, Faculty (at Large) – (2021)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Kristopher Green, Alumni – (2022)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Dr. Steven Mauro, President (2022)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2014)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
John Sadowski, Alumni – (2022)
Mary Scholla, Operations Manager - (2014)
Timothy Sortore, Vice President for Finance and Administration, Ex Officio (2022)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Non-Board Committee Members:
Dr. Craig Clark, Property Committee, Interim Vice President for Academic Affairs and Economic Development (1996)
Rose Cook, Audit and Finance and Property Committees, Business Manager - ACES
Ellen Ehrig, Scholarship Committee Guest member
Jon Nickerson, Property Committee, Director of Facilities, Ex-Officio
Russ Nunley, Public Relations Committee, Chief Marketing Officer
Betsy Penrose, Public Relations and Scholarship Committees, Vice President, Enrollment Management
Timothy Rohrer, Property Committee
Julie Rose, Scholarship Committee, Senior Director of Student Records & Financial Services
Paul Welker, Public Relations Committee, Marketing Communications

BOARD UPDATES

Board of Directors met September 15, 2022, November 10, 2022, January 19, 2023, February 16, 2023, April 20, 2023, and May 18, 2023. All meetings were held in person with the option of meeting through Microsoft Teams.

Timothy Sortore replaced Joe Greenthal as Vice President for Finance and Administration. Justin Cornelius was elected to fill the Faculty-at-Large position for a five-year term effective July 1, 2023.

AUDIT AND FINANCE COMMITTEE – Peter McClain, Chair

Audit and Finance Committee met September 15, 2022, October 27, 2022, January 19, 2023, March 16, 2023, April 6, 2023, April 20, 2023, and May 18, 2023.

Investment Account Balance (Sage Rutty):	$1,084,705.06 (May 15, 2023)
Checking Account Balance:	$ 38,555.06 (May 15, 2023)
Line of Credit:	$ 0

Budget 2022-2023

The operating budget for 2022-2023 was $820,670.00. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Hog Wild Day, and NYS SkillsUSA, Postsecondary. In addition, the college requested consideration of a $300,000 commitment over the next few years to help fund the Truck & Diesel expansion project, which the Board of Directors approved. Of the $300,000 commitment, $15,000 was included in this year's budget.

Scholarship Funding is $185,000 for the 2022-23 recruiting year.

Goals for 2022-2023:

10. Continue to reconcile expenses of ongoing projects annually.
11. Support the implementation of the Master Plan to improve campus facilities and instructional space.
12. Review any and all land acquisitions as to their financial benefit to the Educational Foundation.
13. Review needs/requests from all college-related entities, including student educational experiences.
14. Review any proposed fair market lease or sale for the Wellsville Campus property.
15. Recommend a balanced budget on an annual basis.
16. Have an annual internal review of our Reserve Account with guidance from an external investment advisor.
17. Set direction for cash flow management.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Budget 2023-2024

The committee submitted a proposed budget of $756,000.00 for 2023-2024 to the board. That includes $125,000 of the remaining $285,000 commitment for the Truck & Diesel expansion project.

BY-LAWS COMMITTEE – David Haggstrom, Chair

By-Laws Committee met through Microsoft Teams on September 8, 2022, February 9, 2023 and April 13, 2023.

Committee goals for 2021-2022 remained in place for 2022-2023.

The Audit and Finance committee updated their sections of the Operations Manual and the approved updates were added to the manual.

David Haggstrom's term expires in June 2023. David agreed to continue on for his second five-year term.

Faculty Senate solicited nominations for the expiring term of Ruthanne Ashworth. Justin Cornelius was elected to fill the Faculty-at-Large position for a five-year term beginning July 1, 2023.

Nominations were solicited for the office of Vice President. Election will take place at the Annual Meeting on May 18, 2023. There is one Friend of the College position still vacant.

PROPERTY COMMITTEE – Casey Joyce, Chair

Property Committee met August 25, 2022, September 29, 2022, December 8, 2022, February 2, 2023, February 22, 2023, March 2, 2023, and May 4, 2023.

The Wellsville Campus Budget request for 2022-2023 was:	$519,000
The Wellsville Campus Budget request for 2023-2024 is:	$320,000

The majority of each budget is a combination of capital and non-capital projects and includes $69,000 for Repairs and Maintenance. The capital project request of $201,000 includes funds for the replacement of the kitchen and bakery floor in Culinary Arts, door and window replacements across campus, HVAC upgrades (i.e. boilers, heating units and hot water tanks on campus), bathroom repairs and renovations in the new welding lab, freshman electrical and freshman auto, electrical connection for the dust collection system tie-in in the Workforce Development Building, funds for finishing the centralized shipping and receiving area, and completion of the HVAC clean energy lab. In addition to the annual request, the committee is requesting additional funding of $50,000 for engineering support for the Proctor Road housing development.

The committee recommended to the Audit & Finance Committee to provide funding in the amount of $300,000 to the college to kick-start the Truck & Diesel project.

Goals for 2022-2023 were:

14) Identify community needs for future housing projects.
15) Plan and develop building projects to meet identified community needs.
16) Identify and partner with a firm to assist and guide committee with master planning and engineering needs.
17) Develop a plan to organize and manage undeveloped Ed Foundation properties.
18) Review, update and continue implementation of Master Plan for the Wellsville campus.

<u>Wellsville Campus Projects</u>: The dust collection system was installed, and electrical service tie-in is in process. Progress continues to create a central shipping and receiving area. New LED lighting has been installed across the campus.

Meservey Hill Development: House #57 is nearing completion. The sale price of $330,000 has been set on the home. Interested buyers have toured the home. House #58 is on scheduled to be completed in May 2024. The house is framed, windows have been installed and the roof is completed. This is the final lot in the development.

Alfred Moland Road/Barber Lane Properties: Committee agreed to use the three lots in Alfred for Houses 59, 60 and 61. Property has been surveyed. The foundation will be dug for House #59 and a driveway built in Fall 2023.

Betty Brown Property: Committee continues to work to finalize a lease agreement with SUNY that will release the Ed Foundation of any liability on the properties owned by the Foundation but used by the State.

Other: Committee interviewed two architectural firms and selected Hunt Engineering to assist and guide the committee with the development of the Proctor Road property and the campus Master Plan.

College Master Plan/Wellsville Campus Plan: No action to report. resulted in the selection of Hunt Engineering, and they will also assist with the Master Plan.

PUBLIC RELATIONS COMMITTEE – Ruthanne Ashworth, Chair

- Committee met through Microsoft Teams on September 2, 2022, December 6, 2022, February 10, 2023, and April 6, 2023.

- Committee goals for 2022-2023 remained the same as those for 2021-2022.

- The following press releases were sent out during the 2022-2023 academic year:
    - September 2022—New Educational Foundation Board members – Kristopher Green and John Sadowski.
    - January 2023—Autobody wreck/rebuild program
    - March 2023—Educational Foundation support for peer tutoring program
    - April 2023—Educational Foundation scholarship support
    - May 2023 – Completion of House #57

- Press releases scheduled for the remainder of the academic year and over the summer include:
    - June 2023—SkillsUSA

- The College and the Educational Foundation were featured in the Wellsville Chamber of Commerce window display in May 2023.

- The History of the Educational Foundation is current on the website through 2020.

SCHOLARSHIP COMMITTEE – Betsy Penrose, Chair

- Committee met October 13, 2022 and March 8, 2023.

- The Ed Foundation scholarship allocation for 2022-2023 was $185,000. Scholarship funds were allocated as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions $145,000
      Total Allocated $185,000

- The final distribution for 2022-2023 scholarships was as follows:
    - Distinguished Scholars Program $ 40,000
    - Admissions $145,000
      Total Allocated $185,000

  Please note that the ASC Pioneer Awards are awarded by Admissions and $93,000 was utilized for these associate degree awards from Educational Foundation funds.

- No funds were awarded for retention grants.

- The yield of the Pioneer in-state scholarship awards was 36.6% with 413 accepted scholarships of 1128 offered. Academic Distinction is no longer offered to new students, replaced by the new merit scholarship program. The PTK, Transfer, and Vocational Excellence yields follow.

Admissions Scholarships	Offered	Accepted	Yield
Phi Theta Kappa	6	4	66.7%
Transfer Scholarship	8	7	87.5%
Vocational Excellence	2	2	100%

- The expenditure for 2022-2023 Admissions scholarships was $52,000. Actual expenditures were broken down as follows: Academic Distinction--$35,500, Phi Theta Kappa--$8,000, Transfer Scholarship--$6,500, Vocational Excellence--$2,000.

- A total of 724 scholarships were awarded to new and returning student for 2022-23 (including all merit awards). Of the fall admission scholarship recipients, 44 received a 4.0, 448 received a 3.0-3.99, 114 received a 2.5-2.9, 68 received a 2.0-2.49, 29 received a 1.0-1.99, and 21 received less than a 1.0 GPA. Of the total fall scholarships awarded, 50 students were ineligible to continue receiving their scholarship for academic reasons.

2023-2024 Educational Foundation of Alfred, Inc.

Property Committee Meeting – August 24, 2023

Foundation Student Projects

House #57 – The sale of the house fell through in June. Further update will be covered under "new business". Tim Rohrer requested that he be given the punch list for the house if there is one.

House #58 – Tim Rohrer reported they are on schedule for this home to be completed in May 2024. The garage will be framed up and the floor poured this fall; senior students will be finishing up the shingles and the siding. The dry wall is ready to be sanded and the drilling of the well will start in the next week. Tim Rohrer will provide a budget update for this house at the next meeting.

House #59 – Tim Rohrer reported the location of the house has been staked out. He has to get a set of prints to the code inspector and request the appropriate permits. The driveway and foundation will be started this fall, and the lot across the street will be cleared for student parking. Tim noted one issue is the transportation of the excavation equipment. He noted a bulldozer and backhoe can be rented for $3200 per month, delivered. He anticipates they can complete the work within a month, and he suggested adding the cost of the equipment rental into the house budget. Tim noted a few changes have been proposed to the floor plan for House #55, which will be used for House #59. The proposed changes will compliment the home and will also reduce the cost of building materials. Faculty are currently working on the budget and Tim will provide that budget to the committee at the next meeting. **Motion:** Tim Rohrer made a motion to approve the rental cost for the bulldozer and backhoe for the month for $3,200 and include that cost in the budget for the home. Kris Green seconded the motion. All in favor, motion carried.

Town Barn Project – Jeff Stevens reported the students will begin the inside framing next week until they can start the framing of the garage at House #58.

Shipping Container project – the Shipping Container home will be placed on a concrete slab, once it has been poured by the masonry students, and will be used as a simulation lab for the Heavy Equipment simulators.

Working Group Reports
Proctor Road/Trapping Brook Road Development – group includes Casey Joyce, George Goetschius, Craig Clark, Peter McClain, Tim Sortore, Tim Rohrer, and John Sadowski. This group will work with Hunt Engineering in the development of the Proctor Road property developing a timeline, budget, and plan for that property.

Master Plan – group includes Casey Joyce, George Goetschius, Jeff stevens, Peter McClain, Brad Smith, Jonna Anne, Jon Nickerson, David Haggstrom, and Tim Sortore.

Undeveloped Property Management – group includes Casey Joyce, George Goetschius, Kris Green, Craig Clark, Rose Cook, Tim Rohrer, and David Haggstrom.

Committee members can be on additional work groups if desired. Please contact Casey to change or add your name to working groups.

Wellsville Campus Projects
Workforce Development Building – The fire security system has been installed.
Campus Maintenance Projects – Jon Nickerson reported it was a busy summer and the staff was short-handed with one employee on medical leave. New planters were placed, and landscaping across campus was improved, the exterior lighting project was completed by campus electricians. Storage cabinets were installed in the mixing room in the Autobody shop; there were issues in the SAMC building and electricians changed out several lights in the building; a roof leak in the Culinary Arts building was repaired, lights in Truck & Diesel were installed; a new forced air heating system was installed in the health area of the Pioneer Student Union and three air conditioning units were installed in the administration building; work to get gas to the all booths in the welding lab is in process; and the new floor has been installed in the kitchen/bakery area in the Culinary Arts building.

Old Business

- Betty Brown Property – No update on the lease agreement.

New Business

- House #57 – The sale of the house fell through. Kris Green noted a new hospital employee has expressed interest in looking at the home. Kris will give the individual Jeff Stevens' contact information. Discussion regarding the non-refundable 5% deposit was discussed. It was agreed to check with Sandy Sawyer to determine if requesting a non-refundable deposit is appropriate. Sale price was also discussed. Since a realtor has not yet been contacted, committee agreed to keep the asking price at $330,000 and gave Kris Green permission to inform the prospective individual of the asking price.

- 2023-2024 Goals – Goals for 2022-2023 were reviewed. It was agreed that Goal #3 needed to be revised. The suggested wording of "Continue to work with engineering partner, Hunt Engineering, to assist and guide committee with master planning and engineering needs." Other than Goal #3, all other goals are appropriate and will remain the same. Motion: George Goetschius made a motion to revise Goal #3 to read "Continue to work with engineering partner, Hunt Engineering, to assist and guide committee with master planning and engineering needs" and keep the remaining goals as stated. Jeff Stevens seconded the motion. All in favor, motion carried.

Public Relations Committee Meeting – September 6, 2023

Calendar Review

The 2022-2023 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2022 – New Board Members
- October 2022 – House #58 Groundbreaking
- ✓ December 2022 – Autobody Wreck/Rebuild program

- January 2023 – Peer Tutoring
- ✓ April 2023 – Scholarship awards
- ✓ May 2023 – Completion of House #57
- ✓ May 2023 – Chamber of Commerce Window
- ✓ June 2023 – Skills USA

- Possible Future Press Releases
  - Development of property from Town of Wellsville
  - Senior Plumbing lab upgrades

A discussion of the two possible future press releases took place. Committee agree both items should remain on the list.

Old Business

Photo Gallery and website – Paul Welker has updated the website to include House #57 - "House for Sale" and included the photos provided along with the description of the home. Paul will continue to work on the gallery to get photos of all the homes included.

New Business

2023-2024 Calendar – Without a quorum, committee members in attendance created a calendar to propose to the entire committee for approval at the next meeting.

- o September 2023 - New Board members. This will include Justin Cornelius and also Dr. Kishan Zuber
- o October 2023 – House #59 Groundbreaking. This is the first home to be built in Alfred.
- o December 2023 – Autobody Wreck Rebuild program
- o January 2024 – Peer Tutoring
- o February 2024 – Scholarship awards
- o April/May 2024 – Completion of House #58
- o May 2024 – Chamber of Commerce Window
- o June/July 2024 – Skills USA

Possible Future Press Releases

- o Development of property from Town of Wellsville
- o Senior Plumbing lab upgrades
- o Truck & Diesel expansion
- o Shipping container project

2023-2024 Goals – Current goals were reviewed and discussed. Brad Smith made a recommendation to propose to the full committee that the goals for 2023 – 2024 remain the same as the 2022-2023 goals.

By-Laws Committee Meeting – September 7, 2023

New Business

- 2023-2024 Goals – Last year's goals were reviewed. Motion: Sandy Sawyer made a motion that the 2022-2023 goals remain the same for 2023-2024. Geralyn Gough seconded the motion. Motion carried.

Old Business

- Board (Friend) Vacancy – There is still one Friend of the College vacancy on the board. George Goetschius indicated that he contacted David Sengstock to consider filling the vacancy. George will check with him to see if he has decided. Other names were considered, and it was noted that with the option of Microsoft Teams, the candidates do not necessarily need to be local.

- Expiring Terms – On June 30, 2024, George Goetschius', Peter McClain's, and Sandy Sawyer's second terms will be expiring. Brad Smith's first term is also expiring. In 2025, Geralyn Gough's second term will expire. A lengthy discussion followed as the current by-laws state members of the board can serve two consecutive five-year terms and then must leave the board for a minimum of one year. It was noted when that policy was included in the by-laws, there were a number of individuals interested in serving on the board. However, recently it has become more difficult to find individuals interested in serving, and there has been at least one vacancy on the board for the past several years. Concern was raised that those with expiring terms provide strong leadership and value to the current board, and with a new college administration, it is important to have stability on our board. Discussion regarding a change to the term limit policy and options for the revision followed. Geralyn Gough recommended that Val Nixon bring the concern to the full board at the September 21 board meeting and ask for input from the board on the modification to the current term limit policy in order to ensure stability on the board. A timeline was discussed for getting a proposal to the board for the 30-day waiting period in order to get the policy modified prior to the end of the year. Val noted it will be necessary to hold a special committee meeting before the October board meeting.

- New Procedures for inclusion in the Operations Manual – George Goetschius is continuing his work on drafting procedures to include in the Operations Manual. He has also been reviewing the manual and has found items throughout that require updating. It was suggested, and committee agreed, to begin a complete review of the manual, section by section, and make recommendations for revisions.

Audit & Finance Committee Meeting – September 21, 2023

Guest Presentation

Zach Armstrong of Sage Rutty distributed and reviewed the Educational Foundation's investment portfolio. He reviewed the long-term investment and the cash flow history. He noted the account has been invested relatively aggressively and has had an average rate of return of approximately 9 percent since inception in 2004 and is up approximately 12 percent for the current year. He reviewed the asset class detail, noting that just over 53 percent of the portfolio is in domestic, large cap stock with a strong tilt toward growth and another approximately 35 percent is in international funds. The portfolio has less in the value or dividend stock area and minimal cash. Mr. Armstrong expressed concern with the portfolio's excessive focus in growth and international stocks. He stated that domestic stocks have outperformed international stocks and expects that trend to continue. He asked committee to share the future anticipated expenses for the Foundation over the short and intermediate term and comfort level with the

market direction. Discussion followed noting the commitment for the truck and diesel expansion, which includes $125,000 out of this year's budget and $160,000 of remaining commitment that may be spread over the course of the next couple of years. Committee agreed with the importance to address the stock-heavy nature of the portfolio, agreeing that it has been a little too growth- and stock-heavy, though it has served the Foundation well. Mr. Armstrong noted that money markets and CDs are currently earning 4.5 -5 percent interest (and another rate hike is expected before the end of the year) with no risk, adding that if cash is needed, there are no penalties with the money market. Discussion followed and it was suggested to restructure the portfolio to be more of an 80/20 or 75/25 mix, by shifting from growth and international investments into dividend focused funds and cash to take risk away from the total portfolio and capitalize on the higher rates with safer options. Motion: John Sadowski made a motion to direct Sage Rutty to restructure the portfolio to an 80/20 target allocation with bounds of 5 percent on either side, by decreasing growth and international stocks and shifting those funds to dividend or money market funds. Val Nixon seconded. All in favor, motion carried.

Mr. Armstrong stated that Sage Rutty has been evaluating using the Charles Schwab platform, and he would like to look into that see if there may be an opportunity for a portfolio restructuring for the Foundation. He will do an analysis and bring it to the committee at the next visit.

Peter McClain thanked Mr. Armstrong for his time, insight, and advice.

Operating Revenues – Peter McClain reported the current balance in the investment account is $995,010.78 of which $2,500.07 is cash. The balance in the checking account is $65,363.41 due to a recent transfer of $63,000 from Sage Rutty. Outstanding payments and bills of $41,720.13 are not reflected in this amount. When deducted, balance will be approximately $24,000. On July 24, 2023, $50,000 was drawn down from the Line of Credit. The lease payment has not yet been received. Within the $41,720.13 of outstanding bills is a $27,000 invoice for the dust collection system, and Jeff Stevens reported they are waiting on the control panel. He noted there will be an additional $1,500 and that project will be complete.

New Business

- Evans Insurance Company – Peter noted Chase Tascone is our new insurance agent with Evans Insurance Company. Committee discussed inviting Mr. Tascone to a meeting. It was agreed to include the Property committee to attend.
- 2023-2024 Goals – goals were reviewed and discussed. Minor changes were made to numbers 3, 4, 5, 6 and 7.

Board of Directors Meeting – September 21, 2023

Introductions

George Goetschius introduced and welcomed Justin Cornelius to the board. Justin was elected by Faculty Senate in their spring election to fill the Faculty-at-Large position. His five-year term began on July 1, 2023. George also introduced Kishan Zuber to the board. Kishan has replaced Betsy Penrose as the Vice President of Enrollment Management.

Property Committee Meeting – September 28, 2023

Foundation Student Projects

House #57 – The sale of the house fell through. Jeff Stevens noted there is another interested party currently looking at the house. They have requested a set of drawings of the home. The individual will be getting in touch with Jeff when he returns from his vacation. Discussion of the 5 percent non-refundable down payment followed. With the asking price of the home at $330,000, 5 percent is $16,500, which committee agreed may be a bit high. Craig Clark checked with a realtor to determine the current practice. He was informed it is usually a set dollar amount and could be as low as $1,000. Committee discussed updating the information in the Operations Manual, but to expedite the process for the sale of House #57, it was agreed to make a recommendation to the full board. Motion: Craig Clark made a motion to recommend to the full board to modify the requirement of the nonrefundable down payment of 5 percent of the sale price for the sale of House #57 to a nonrefundable down payment of a flat fee of $5,000. David Haggstrom seconded the motion. All in favor, motion carried. This will be on the agenda for the full board meeting on October 19; however, if it is necessary for the sale of House #57 prior to that date, a special Teams meeting will be requested. Motion: Brad Smith made a motion to recommend to the full board a revision to the information in the Operations Manual changing the current requirement of a nonrefundable down payment of 5 percent of the sale price to a nonrefundable down payment of a flat fee of $5,000. Craig Clark seconded the motion. All in favor, motion carried.

House #58 – In Tim Rohrer's absence, Jeff Stevens reported they are on schedule for this home to be completed in May 2024. Tim provided Jeff with the budget, which he shared. The budget for the house is $288,328.52, not including the lot. So far $176,857.98 has been expended, not including the lot. The budget categories were reviewed, noting site work is under at this point, footing and foundations were slightly over, framing is under budget although the garage still needs to be framed, roofing and insulation are also under budget. Jeff noted there has been an issue with moisture in the basement, but anticipates once the backfill is completed, that issue will be resolved. Jeff noted it is not a full basement, just a utility access area.
House #59 – Jeff Stevens reported there is no update. As noted at the last meeting, the house has been staked out and they are working with the code inspector in the Alfred township to get the appropriate building permits. The driveway and foundation will be started this fall, and the lot across the street will be cleared for student parking.

Town Barn Project – Jeff Stevens reported the Dan Helveston is the faculty member liaison on this project. Dan updated Jeff with the progress of the project that included the approach slab to the garage doors has been poured and door protection bollards are installed; the fire wall between the two sides of the building has been framed and fire sheetrock on one side; the workshop side offices have been framed; the entrance man door installation has been started; two double hung windows have been switched to meet code for the gas meter; and the shop side ceiling tin is 95 percent complete. There were challenges with the electrical distribution system, but the faculty and student electricians have come up with a temporary fix in order to get electric to the building. Jeff noted the goal is for the town to be able to park equipment in the barn for the winter, and that will be possible.

Working Group Reports
Casey sent out a request through Doodle for working group members to fill out the time slots that work best so meetings can be scheduled. It was agreed that Casey will also include Greg

Barr to the Doodle poll for the Proctor Road and Master Plan groups. The meetings will be through Microsoft Teams and a meeting invite will be sent out once a convenient time for the majority of the members has been determined.

Proctor Road/Trapping Brook Road Development – Jeff Stevens reported Hunt is waiting to hear from the village attorney to begin working on the annexation process.

Master Plan – No report.

Undeveloped Property Management – No report.

Wellsville Campus Projects
Workforce Development Building – Jeff Stevens reported the dust collector control box should be delivered in October, and there is a plan to have the electricians work on the installation. Jeff indicated the dust collection system should be functioning no later than the beginning of next semester.
Campus Maintenance Projects – Jon Nickerson reported when the cleaning staff mini bid process took place, the Wellsville campus lost a couple cleaners, which resulted in things not being done as well as they should have. Adjustments have been made and they are now at full staff. He also reported he has met with Russ Nunley to work on a new signage package to bring some color and new signs to both campuses. Jon and Jeff Stevens met with President Mauro regarding the old welding lab. Jon, along with members of his facilities team, have toured the building to compile a list of items that require attention. The list compiled includes replacement of the main and side doors, installation of a new ceiling and grid system, repair to the women's restroom with new fixtures, the addition of partitions to the men's restroom, repair of the concrete block wall, painting, replacement of the upper-level flooring, and replacement of the covers on the electrical panels in the storage room. Jon also noted a company has been hired to repair the main water supply line to the building. Jon stated this work will be completed through grant funding.

Truck and Diesel Expansion project – Jeff Stevens reported that college leadership and faculty met with Hunt Engineering about the proposal on the next set of drawings. Jeff anticipates he will be sharing the information with this group in the near future. Jeff noted the Foundation has agreed to support the design phase of the project up to $125,000; Jeff believes it will be less. The contract for the design is with the Foundation, and Jeff will provide George with appropriate paperwork and purchase orders for signature as needed.

Old Business

- Betty Brown Property – No update on the lease agreement.

New Business

- Evans Insurance Agent – Chase Tascone – Since both Property and Audit & Finance committees have an interest in meeting and hearing from the new agent, Peter McClain suggested that Mr. Tascone be invited to the next Audit & Finance meeting on October 19, arrive at 4:00 for a 30-minute presentation. This committee agreed and those who are available will attend. Jonna Anne will reach out to Mr. Tascone to confirm that he will be available at 4 pm on October 19 for the presentation.

By-Laws Committee Meeting – October 10, 2023

A special meeting of the By-Laws committee was held to determine whether the committee wishes to make a recommendation to the Board regarding the current term limit policy.

The following proposals were considered:

1. Do nothing and let the current bylaws remain and work within them for replacements.
2. Remove the terms limits by simply removing the term limit language from the bylaws or by including positive language that states “There shall be no limit to the number of terms a director may serve.”
3. Maintain term limits but allow for them to be suspended on a case-by-case basis. Proposed language: “At such time as the Board believes it is in the best interest of the Foundation, the Board may vote to waive term limits with the agreement of the director whose term is expiring. The Board, by majority vote, may approve one or more additional terms. Such additional term(s) must be approved by May 1 of the year the term is expiring.

An additional item considered was whether to reduce the term to three (3) years or some other length.

Val Nixon reiterated the reasons for the change to the bylaws including the difficulty in filling vacancies, the number expiring terms and the strong leadership those individual bring to the board and the importance to have stability on the board with the new college administration. Discussion of the pros and cons of the different proposals followed. Motion: George Goetschius made a motion to recommend to the board to revise the current term limit policy in the bylaws with the proposed language: “There shall be no limit to the number of terms a director may serve.” The term of five (5) years will remain. Kris Green seconded the motion. All in favor, motion carried.

With the lack of interested individuals to fill vacancies, the committee discussed suggestions on how best to inform the public about the Educational Foundation to possibly increase interest for the current and future vacancies.

Scholarship Committee Meeting – October 10, 2023

Introductions

With this being Kishan Zuber’s first meeting with the committee, introductions were made.

Scholarship Report Review

Fall 2023 Enrollment Update – Kishan Zuber reported that the fall 2023 enrollment is up 5 percent over the Fall 2022 enrollment – an increase of 181 students. This is the largest incoming class in over a decade. Fall 2023 applications are at an all-time high, increasing 56 percent over Fall 2022. She also noted that out of the 1469 new full-time students, 65-69 were out of state. It is a strategic initiative this year to continue to recruit out-of-state students. The admissions office is also traveling to PA to recruit students and get the message out that we are matching the in-state rate. Question on number of commuters was asked. Although the exact number was unknown, Kishan did state the dormitories are almost at capacity. Also noted was that over 6,950 prospective students visited the campus, which was an increase of 60%.

Funding of students has increased over the last four year. Last year, 92 percent of all Alfred students received approximately $39 million in financial aid, and this fall, the new first-year students are expected to receive almost $23 million in financial aid.

2022-2023 Final Scholarship Report**:** The final summary report of the 2022-2023 scholarship awards was reviewed. The Educational Foundation allocated $185,000 for scholarships – $40,000 for the Distinguished Scholars program and $145,000 for admissions scholarships, and the entire allocation was used. The admissions scholarships are broken down as follows: $35,500 for Academic Distinction, $92,000 for ASC Pioneer Awards, $9,000 for Phi Theta Kappa, $6,500 for Transfer Scholarships and $2,000 for Vocational Excellence. The total college sponsored scholarships awarded was $3,775,824.05.

2023-2024 Scholarship Report**:** The 2023-2024 scholarship projection was reviewed. The Ed Foundation allocated $185,000 for scholarships, which are broken down as follows: $40,000 for the Excellence in Education scholarship; $1,000 for Academic Distinction, $67,250.00 for the ASC Pioneer Awards, $14,000 for PTK Scholarships, $41,750 for Transfer scholarships and $5,000 for Vocational Excellence scholarships. The fall request for payment will be $144,250, broken down as follows: $40,000 for the Excellence in Education scholarships, $7,500 for the Academic Distinction scholarships, $7,000 for Phi Theta Kappa, $20,000 for Transfer scholarships, $2,500 for Vocational Excellence and $67,250 for the ASC Pioneer Awards. The college has awarded a total of $4,485,588.51 in scholarships.

Kishan Zuber shared the scholarship comparison report and noted the amount spent for the Excellence in Education, Out-of-State Academic, Presidential Scholarship and the All-American scholarships will continue to decrease as they are phased out, and the amount spent for the ASC Pioneer Awards and the ASC Scholars will continue to increase. She noted the total scholarship spend increased by 19 percent, while new students increased by 20 percent, and even though more money is spent on scholarships, it is offset by the increase in tuition revenue by enrolling more new students.

New Business

- 2023-2024 Goals – The current goals were reviewed and discussed. The role and involvement of the scholarship committee in scholarship selection was discussed. It was stated the committee has always left selection of scholarships up to the Enrollment Management area and the committee agreed it is best left that way and be informed after with the summary report as in the past. Kishan shared her proposed goals and minor revisions were made. Motion: George Goetschius made a motion to approve the proposed goals as amended. David Haggstrom seconded the motion. Motion carried. The revised goals are listed at the bottom of these minutes.

Other

- Kishan discussed the different strategies the college is considering for recruiting and retention to maximize scholarship spending in the future.

Audit & Finance Committee Meeting – October 19, 2023

Operating Revenues – Peter McClain reported the current balance in the investment account is $971,045.18 of which $2,502.45 is cash. That is down approximately 3 percent from last month.

The balance in the checking account is $34,509.21. There are outstanding bills totaling $19,200, which will leave a balance of approximately $15,309 once they are paid. Another $50,000 was drawn from the line of credit on October 4, 2023; the total drawn so far is $100,000 with the interest at 8.5%. The lease payment has not yet been received. New York State made some changes in their procurement guidelines resulting in the lease being returned to meet the new requirements. The lease, with the additional requirements, has been signed by George Goetschius and returned to Alfred's procurement office to forward to the state, with hopes the lease payment will be received by mid-November. George Goetschius noted he would like to get a procedure in place this year to try to have the information together well in advance of the deadline to possibly avoid delay of payment in the future. Committee discussed obtaining the square footage in January and including an addendum to the lease with any changes. The information would come to Audit & Finance and once approved, would be passed on to Jonna Anne for submission.

New Business

- Fall Scholarship Payment – Peter noted the Fall scholarship payment has been requested by the Scholarship Committee. It was suggested Rose Cook communicate with Corey Bennet to see if payment can be postponed until the lease payment is received.

Old Business

- In Jeff Stevens' absence, George Goetschius updated the committee on the properties and the campus projects, noting that the Property Committee's work groups have been formed and had their first meeting. The three work groups are the Proctor Road Development group, Master Plan group, and Undeveloped Properties group. Groups will meet at least once between committee meetings and will report out to the full committee. George noted the sale of House #57 fell through. The committee discussed lowering the amount of the non-refundable down payment and will bring a motion to the full board to revise that requirement to a non-refundable $5,000 down payment instead of the non-refundable 5 percent of the sale price. House #58 is on schedule to be completed in May 2024. Budget of the home is $288,328.52 not including the lot. Approximately $177,000 has been expended to date. The garage is being framed and the students will put the roof on this Fall. Houses #59-#61 are the houses to be built in Alfred on land donated by Doug Barber. The Town Barn project is proceeding with students working on the inside office area. The dust collection control box will be delivered in October and the dust collection system should be functioning by the beginning of Spring semester. George noted that he received a purchase order for the drawings for the Truck and Diesel expansion and had questions for Jeff. It appears that Hunt Engineering thinks they are working with the college, and the Ed Foundation was not mentioned in the paperwork. Jeff is following up with Greg Barr to clarify and get answers to George.

Guest Presentation

- Chase Tascone from The Evans Agency joined the meeting to review the insurance policy with both the Audit & Finance and Property committee members. Introductions were made. Mr. Tascone gave the history of the Evans Agency and the history of the coverage of the campus. The Evans Agency began insuring the Educational Foundation in 1998 with Selective Insurance Company. In 2012 the campus was covered through Cincinnati Insurance Company; in 2016 coverage was moved back to the Selective Insurance with whom it currently remains, with a replacement cost value of $40,650,628.

He explained the liability policy, the Directors and Officers policy and the umbrella policies, stating the uniqueness of the policy. The recommendations Mr. Tascone brought to the committee included increasing the coverage for employee dishonesty, which is currently $25,000 per member; increasing the umbrella limit, which is currently $2 million, and he also explained the contractual risk transfer that may be needed anytime a contactor is working on the campus. The handout provided is filed in the notebook with these minutes.

Board of Directors Meeting – October 19, 2023

Guest Presentation

Craig Stevens from Bonadio introduced Andrew Kelly, the new principal in their tax-exempt group who was in charge of the audit. Mr. Kelly presented the results of the audit for the year ended June 30, 2023. Mr. Kelly noted the Foundation adopted the Accounting Standards Codification 842, *Leases*, effective July 1, 2022 but that standard did not have a significant impact on the Foundation's financial statements. No transactions entered into by the Foundation lacked guidance or consensus. He noted the most sensitive accounting estimate affecting the financial statement is the recognition of revenue and expense associated with the estimated fair value of the property leased to SUNY, in excess of the amount charged. Mr. Kelly noted there were no difficulties in dealing with management in performing and completing the audit, no material misstatements were identified during the audit, and no disagreements with management arose during the course of the audit. Referring to the Statements of Financial Position portion of the audit, Mr. Kelly pointed out that the Foundation's cash decreased in FY23 as approximately $250,000 was invested in homes and approximately $470,000 was spent on capital expenditures, including parking lot paving, HVAC and campus doors and windows. The investment account decreased due to withdrawals from the portfolio of $300,000 used to fund capital expenditures during the year. The investment in homes increased in 2023 due to work on Houses #57 and #58. The accounts payable and other liabilities decreased primarily due to timing of payments near year-end. At the end of FY22, there were three invoices included in accounts payable which totaled approximately 97,000 and were paid in July 2022 (FY2023). He noted the balance sheet for the Foundation remains strong. Mr. Stevens commended Jonna Anne and Rose Cook on the work they did preparing for the audit and their cooperation during the audit, which makes the audit run very smoothly. A copy of the audit is filed in the notebook with these minutes. Motion: Val Nixon made a motion to approve the results of the audit. Casey Joyce seconded the motion. Motion passed unanimously.

New Business

- Motion: The motion was made on the recommendation of the Property Committee to revise the requirement of the nonrefundable down payment of five percent of the sale price for House #57 to a nonrefundable down payment of a flat fee of $5,000. Peter McClain seconded the motion. All in favor, motion carried.
- Motion: The motion was made on the recommendation of the Property Committee to revise the language in the Operations Manual changing the current requirement of a nonrefundable down payment of five (5) percent of the sale price to a nonrefundable down payment of a flat fee of $5,000. John Sadowski seconded the motion. All in favor, motion carried.

George Goetschius reminded members that the motion for the change in the bylaws pertaining to the elimination of the term limits and maintaining the five-year term will be voted on at the January meeting.

Property Committee Meeting – November 9, 2023

Foundation Student Projects

House #57 – Jeff Stevens noted there is one interested party looking at the house. Jeff has responded to questions about the home, and the individual has toured the home a couple of times but has not made an offer. Discussion regarding whether to list the home with a realtor followed. Committee agreed to hold off on listing the house for now in case this individual wants to negotiate the price. Jeff will reach out to the individual if he does not hear from him. Further discussion will take place at the next Property committee meeting.

House #58 – Tim Rohrer reported the garage is up and the roof is done; the inside of the house is primed, tile work is taking place, and the trim work will start next week. The house is on schedule to be completed in May 2024. The budget for the house was shared with committee. Tim noted the well has been drilled, but the cost (approximately $9,500) is not included in the budget. The remaining large ticket items are the interior and exterior doors, including the garage doors, the septic and heating systems. Tim estimates these items to cost approximately $55,000-$60,000, which will be bring the total cost of the home under budget. The budget for the house is $288,328.52, not including the lot cost of $12,371.07. So far $197,688.14 has been expended.

House #59 – Jeff Stevens noted the faculty have just finished building the budget, which Tim Rohrer noted came in around $289,000. He noted the foundation is started and students started laying block today. The foundation drain work is done and covered. The rough driveway is in, and the goal for this semester is to get the foundation up far enough and insulated to protect it from frost. He also noted that, other than the block, there will not be much expense until the springtime when they pour the floor. Tim stated this house is price-wise comparable to House #55, but he feels the location will demand a higher price. With the changes coming in regulations, Tim noted the main goal for this house is to get the get the gas line in before the end of 2024. He noted the heat system will be all radiant heat. Jeff commended Tim and the faculty who worked hard to fine tune the budget, noting the reality is materials are much higher than they used to be. When asked about the issues with permits, Tim reported they had to do with the changes that were made to the prints. The code inspector required amendments be approved by the architect, and the issues have been resolved.

George questioned the property donation by Doug Barber as he thought he remembered there were some stipulations on the property. It was agreed Mary will research to see what, if any, stipulations were placed on the donated property.

Town Barn Project – Jeff Stevens reported that Dan Helveston gave the following updates on the project which included the garage door maintenance has begun with one more visit to complete, the main electric service is being worked on, the stone front for the building will be installed this week, Fassett Lane was awarded the contract for the materials for the office side and our students will begin the office framing as time allows over the next five weeks.

Working Group Reports
Casey Joyce reported that all three groups have met, and the first meetings went well. Casey will get the next round of meetings scheduled in late November or early December and hopefully will meet again in early to mid-January.

Proctor Road/Trapping Brook Road Development – Hunt was unable join in on the first meeting, but Casey followed up with Greg Barr the following day. It is important that Hunt be in on the calls in the future. Casey asked Hunt to come up with a budget, so the committee will have some idea of the cost of this project. Mr. Barr informed Casey the main thing he needs is to connect with the village officials on the annexation to begin moving forward with the project. Casey did reach out to the mayor and let him know that Hunt will be contacting him. Casey also noted the working group should begin looking for grants for new housing to help with the costs. Craig Clark noted that Hunt should also be able to assist with finding grant opportunities.

Master Plan – Casey Joyce reported this first meeting was effective, with Hunt on the call. The group discussed the different plans that were used in the past. The working group expressed the importance of looking at all the buildings, the interior and exterior, to determine the work that needs to be done and prioritize those items. The group will also need to decide what the expectations of Hunt Engineering are and how best to use them.

Undeveloped Property Management – This group looked through the Alfred maps that showed properties owned by the Foundation and also discussed the Betty Brown lease. George Goetschius noted that he has tax maps and the Betty Brown lease that Joe Greenthal had started that he will be sending out in the next few days.

Wellsville Campus Projects
Campus Maintenance Projects – In Jon Nickerson's absence, Jeff Stevens reported the drainage intakes (DI) behind senior auto will be cleaned out before the winter season. He noted the maintenance and facilities staff are working on the punch list items in the new weld lab that are covered through the grant, which include working with the town to get a new shutoff valve for the water, new bathrooms, doors, and flooring. The building has been in use all semester with students in there and everything is going well. Work continues with Hunt Engineering on the design for the Truck & Diesel. Hunt has met with faculty to fine tune the interior design. A new combi oven was installed in Culinary Arts and work will begin again on the renovation to the old annex building for the electrical expansion, to have that ready for Fall 2024. Students will begin the work in the spring semester.

Old Business

- Betty Brown Property – The Undeveloped Property Management working group will begin reviewing this document.

New Business

- Disbursement of Ed Foundation property – Motorcycle and Powersports – Once Jeff Stevens informed the committee about the motorcycles that were bought for the motorcycle program, which has been closed, Craig Clark stated the motorcycles were actually purchased through the Research Foundation and not the Ed Foundation. This

item was tabled, and Jeff will go back to look at the titles to determine the owner of the motorcycles.

Public Relations Committee Meeting – December 7, 2023

Calendar Review

The 2023-2024 calendar was reviewed. (Check mark (√) indicates item was completed.)

- September 2023 - New Board members. This will include Justin Cornelius and also Dr. Kishan Zuber
- October 2023 – House #59 Groundbreaking. This is the first home to be built in Alfred.
- December 2023 – Autobody Wreck/Rebuild program
- January 2024 – Peer Tutoring
- February 2024 – Scholarship awards
- April/May 2024 – Completion of House #58
- May 2024 – Chamber of Commerce Window
- June/July 2024 – Skills USA

Possible Future Press Releases

- Development of property from Town of Wellsville
- Senior Plumbing lab upgrades
- Truck & Diesel expansion
- Shipping container project

Paul Welker will work with Brad Smith on the press release for the Autobody Wreck/Rebuild press release, and he will also be working with Jeff Stevens for the press release on the House #59 groundbreaking. For the Peer Tutoring press release, Paul will contact Casey Cowburn to see if he can identify a student who either has benefitted from the peer tutoring services or a student who is a peer tutor.

Old Business

2023-2024 Goals – The proposed goals were reviewed and agreed upon by the committee and will remain the same as those from 2022-2023.

Photo Gallery – Paul Welker will continue to work on this to include all homes.

Audit & Finance Committee Meeting – January 18, 2024

Operating Revenues – George Goetschius reported the current balance in the investment account as of December 31, 2023 is $1,074,121.52 of which $2,921.34 is cash. George noted the account is up just over $100,000 from the October balance and cash is up approximately $400. He also noted a year ago, the balance in the account was $1,255,273.43 of which $255,260.43 was cash. The significant decrease was due to withdrawing those funds for capital projects. The balance in the checking account is $309,418.09 compared to October's balance of $34,509.21 and last year's balance of $140,229.35 at this time. George stated the increase reflects receipt of lease payment. The line of credit of $150,000 was paid off as well as the fall scholarship payment of $144,250 along with other day-to-day items.

New Business

- Request for funding from the Office of Diversity, Equity, and Inclusion. George noted a request was received asking the Foundation to support the 6th Annual Students of Color Leadership Conference scheduled for February 24 at Alfred State College. No specific amount was requested nor was there a budget showing other sources of income and planned expenses. After a lengthy discussion, and after reviewing the Foundation's procedures, committee agreed to send a small donation for the event this year with the Foundation's guidelines for requesting funds for any future requests. Motion: Rose Cook made a motion to approve funding the Students of Color Leadership Conference in the amount of $250.00 out of the Board Discretionary account and to send along the procedures for requests for any future requests. Jeff Stevens seconded the motion. All in favor, motion carried. Mary Scholla will draft a response to the requestor for George's review. A discussion followed as to proper procedures for use of the Discretionary Account. Val Nixon will draft a procedure to present at the next committee meeting.

Old Business

- Workforce Development Building - Jeff Stevens reported the final stages of the dust collection system are in process. The Alfred State facilities team will connect the electrical and air lines for the units. Materials have been ordered and they expect to have the wiring complete by mid to late February. After that, all that will be remaining is the commissioning of the unit, which will be completed no later than the end of the semester. There is $1,500 that has been held back to cover the cost of the commissioning. Once the dust collection system is fully operational, the mezzanine is the final big project for the building. Different options are being considered for the mezzanine due to the duct work for the dust collection system landing in the middle of the it. Jeff noted there is a nuisance leak in the roof and requested a quote for a new roof, which came in at $80,000. Before approving that expenditure, attempts to find the leak to see if it can be repaired without a total roof replacement, will take place. He also noted a boiler has been replaced in the building since. This semester will be focused on finishing the dust collection system
- Wellsville Campus Projects – Jeff Stevens reported the main project in process, at no expense to the Ed Foundation, is the expansion of the welding lab. The cost of the work on the expansion welding lab is covered by grants. New bathrooms are in the works, the new flooring is down; equipment is arriving. There are 20 new welders ready for Monday morning. There are currently three sections of freshman and two sections of seniors. Next year there will be three of each, for a total of 120 students in the program. Work also continues on the clean energy lab for the HVAC program. The lights for the area are still needed. Student electricians will continue working on the electrical service for the new shipping and receiving area.
- Property Updates
    - House #57 – Jeff noted the same person has been back to see the house about five times now. Jeff is feeling we might see something soon. That individual also looked at House #58. The Property committee will be deciding as to how to proceed at their meeting next week.
    - House #58 – The house is on target to be completed in May. So far approximately $220,500 has been spent out of the $288,000 budgeted. All roughing is done. Finishing up the sanding and painting; cabinets and flooring will be installed. Jeff will get an appraisal of the home, so the Property committee can set the sale price.

    - House #59 – This is the first house to be completed in Alfred. The budget was set at $289,000 and so far approximately $32,000 has been spent for the foundation. The lot for house #60 has been cleared and will be used for student parking while they are working on house #59. Students will be working on framing during the spring semester.
    - Town Barn – Students will be continuing work on the interior at the Wellsville Town Barn.
- Proctor Road project – Jeff Stevens noted he is still trying to talk to the village mayor regarding annexation of the property. The town is very supportive, but Jeff is having difficulty getting in touch with the village officials.

Board of Directors Meeting – January 18, 2024

Old Business

- By-laws and term limit changes – Val noted the by-laws committee presented the proposal at the last meeting and will vote on the change at this meeting. Motion: The By-laws Committee recommends to the full board a revision to the current term limit policy to state: There shall be no limit to the number of terms a director may serve. The term of five (5) years will remain. Casey Joyce seconded the motion. All in favor, motion carried.

New Business

Letter of Resignation – George Goetschius noted he received a letter from Mary Scholla, Operations Manager, stating she will be resigning effective July 1, 2024. Mary has found a potential replacement for the position – Samantha Brockway, and Samantha will be invited to a few future meetings, with her supervisor's approval.

Property Committee Meeting – January 25, 2024

Foundation Student Projects

House #57 – Jeff Stevens noted there is still one interested party looking at the house. Jeff feels like the individual may be close to making an offer, and the individual may want some additional asks, i.e., the upstairs bonus room finished, range adjustment, etc. Jeff suggested the individual include the requests in his offer. Jeff noted there has been no issues in the home over the winter. Jeff suggested if there is not an offer by the end of the first week in February, a special meeting can be called to further discuss listing the home.

House #58 – Tim Rohrer reported not much has happened since last meeting, but the students are back and will be painting the ceiling, working on closets and interior trim. The electricians have until the end of week #6 to finish the electric and then the floor will be put in and cabinets installed. The garage will be insulated and inspected. As soon as weather breaks heavy equipment will work on the septic system. The project is moving along as planned, and the budget is looking good. Tim expects the home will come in under the $288,000 budget. The doors have been ordered. The septic system is the large remaining ticket item, though the furnace and gutters still have to be purchased. Jeff Stevens will be calling for an appraisal of the house and will have that information for the next meeting.

House #59 – Tim Rohrer noted the house is delayed until the weather breaks. One-half of the foundation is in; the drain work is done and backfilled to protect it from the winter. The plan for this semester is to finish the foundations of the home and garage and pour the floors. The goal is to start framing on day #2 of the Fall 2024 semester. From a finance standpoint, there will be minimal, if any, expense this semester. Discussion followed regarding stipulations on the properties. George noted there are stipulations on the Barber Lane properties, and he is looking through the records to see if he can find something on the Clearview property. Craig will also look to see what he can find. It was mentioned that the neighbor adjacent to Lot 61 has expressed interest in buying the lot. Tim noted that it will be difficult to build House #61 on that lot. It was agreed that discussion can take place in the undeveloped property work group.

Town Barn Project – Jeff Stevens reported that Hunt Engineering has taken over as chief architect on this project. This semester, students will frame the interior for the offices and judge's chambers, put in the electrical, plumbing and the boiler and boiler connections. The town has hired another contractor to install the sprinkler system.

Working Group Reports
Working groups have not met. Casey Joyce will send out meeting invites for all three groups in the first couple week of February. Hunt really needs to talk with the Village officials or their attorney in order to proceed.

George will send out the information on the Doug Barber properties to the undeveloped properties work group.

Wellsville Campus Projects
Campus Maintenance Projects – Jon Nickerson talked about Executive Order #22 wherein the state is moving to green power energy, sustainability, recycling, composting, etc. In addition, all lights will have to be LED by December 2025. Jon noted all exterior lights on the Wellsville campus are LED at no cost to the Ed Foundation, and they are getting ready to replace the lights in workforce development at no cost to the Foundation and then will move to the SAMC building. Jon noted the concrete structures that were on the Betty Brown property were crushed and samples are being sent to the DOT to get approval to use for road base. He expressed his thanks for use of that property. He noted the maintenance staff is finishing up the new weld lab renovations. Jeff Stevens noted that campus electricians and HVAC personnel are finishing up the electrical and air line connections for the dust collection system in the Workforce Development Building. The materials have been identified and ordered. That will leave only the commissioning of the system. Students will continue working on the renovations of the shipping and receiving area.

Old Business

- Betty Brown Property – No update.
- Disbursement of Ed Foundation Property - Motorcycle and Powersports – Jeff Stevens has the files and the titles, and the Ed Foundation's name is in the file. Jeff will continue to look into this to determine who owns the property.

By-Laws Committee Meeting – February 8, 2024

Old Business

- Board (Friend) Vacancy – There is still one Friend of the College vacancy on the board. George Goetschius stated he will be contacting David Sengstock to see if he is has decided to accept the role on the board. George also noted he did not hear back from Jeff Marshall but will keep him on the list for future vacancies.

- Expiring Terms – On June 30, 2024, George Goetschius', Peter McClain's, and Sandy Sawyer's second terms will be expiring. Brad Smith's first term is also expiring. Both George and Sandy have been notified. Mary will contact Peter to confirm the elimination of term limits, and she will also let Jane Vavala, chair of the nominating committee for Faculty Senate, know of the change.

- Review of Operations Manual – A lengthy discussion took place about revising the Operations Manual, what policies are lacking, what current policies need to be tightened up, and those that just require updating. George Goetschius started reviewing the Operations Manual and distributed copies of his comments. Val requested that committee members review his comments for further discussion at the April meeting. Val noted the committee will work on revising the manual bit by bit and it will take some time to complete the review.

- New Procedures for inclusion in the Operations Manual – George Goetschius is continuing his work on drafting procedures to include in the Operations Manual.

- Term limit revision - the new policy has been incorporated into the by-laws.

Public Relations Committee Meeting – February 12, 2024

Calendar Review

The 2023-2024 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2023 - New Board members. This will include Justin Cornelius and also Dr. Kishan Zuber
- October 2023 – House #59 Groundbreaking. This is the first home to be built in Alfred.
- ✓ December 2023 – Autobody Wreck/Rebuild program
- January 2024 – Peer Tutoring
- February 2024 – Scholarship awards
- April/May 2024 – Completion of House #58
- May 2024 – Chamber of Commerce Window
- June/July 2024 – Skills USA

Possible Future Press Releases

- Development of property from Town of Wellsville
- Senior Plumbing lab upgrades
- Truck & Diesel expansion
- Shipping container project

Paul Welker noted the Autobody Wreck/Rebuild press release went out later than planned, so he is trying to spread the Peer Tutoring and Scholarship press releases out. He is planning to

possibly combine the groundbreaking of House #59 with the completion of House #58. George Goetschius noted concern stated from some Wellsville town officials about the students building in Alfred and not Wellsville. George explained to the individual the reason it is necessary to build in Alfred for a couple years while the land in Wellsville is prepared for building, and Paul will also include a quotation in the press release to dispel the concern.

George Goetschius will discuss the renovations for the expansion of the welding and electrical programs to determine whether a press release should be done for that project.

Old Business

Photo Gallery – Paul Welker will continue to work on this to include all homes on the website. For those homes missing, he will take photos when the weather breaks.

New Business

Budget request for 2024-2025 – In the past, funds were used to purchase signs for the homes and also to replace the roll-up used in the Chamber of Commerce window (every 5 years). Committee agreed to request $750 for 2024-2025. Motion: George Goetschius made a motion to request $750 for 2024-2025. Sandy Sawyer seconded the motion. All in favor, motion carried.

Audit & Finance Committee Meeting – February 15, 2024

Operating Revenues – Peter McClain reported the balance in the checking account as of February 15, 2024 is $258,695.08. Last year at the end of January, the balance was $134,138.75. The balance in the Sage Rutty investment account as of January 31, 2024 is $1,079,947.28 of which $2,975.36 is cash. A year ago, the balance in the account was $1,325,230.47 of which $255,531 was cash. There were no unusual expenditures. Out of the budget of approximately $692,000, so far approximately $409,000 has been expended.

The Foundation's commitment of $125,000 to the Truck & Diesel expansion for this year was discussed. A lengthy discussion followed as George and the committee try to understand the funding process. George noted it is his understanding that the College cannot spend money on the Wellsville campus, so he wants to be sure he doesn't sign something that will cause future liability to the Educational Foundation. Peter explained he has been informed that issue is eliminated with the funds going through the Research Foundation and Development Fund and invoices for the project being paid directly from those sources. Jeff Stevens suggested that a meeting be set up with George and Alfred State leadership involved in the grant, so George can have his questions answered and understand the process.

New Business

- Val Nixon drafted a procedure for Approval of Board Discretionary Fund Requests, which came out of last month's meeting. Val read the procedure and a brief discussion followed. Committee agreed Mary will forward the procedure to the committee members for further discussion and finalization will take place at the next meeting.
- Operations Manager transition – It was noted that Samantha Brockway is interested in the position to replace Mary Scholla. George Goetschius stated he would like Samantha to have some training before the end of the year to familiarize her with the affairs of the Foundation. He is requesting permission to pay her for her time. George suggests she

be paid New York State minimum wage ($15.00/hr.) through the training process. Discussion followed. Motion: Peter McClain made a motion to recommend to the full board to pay the potential candidate for the Operations Manager position $15.00 per hour to attend meetings and train with Mary from now until the end of June. Val Nixon seconded the motion. All in favor, motion carried.

- George Goetschius noted he received a note from the Students of Color Leadership conference committee, respectfully declining our donation of $250, stating at the late date, they were unable to include the Ed Foundation in advertising. George emailed, called, left a message and is hoping that he receives a call or email response, so he can clear up the confusion and they will accept the funding.

Old Business

- Property Updates: Jeff Stevens distributed current budgets on the homes. Construction on House #57 is complete, and $318,909.79 has been expended, plus the lot cost of $12,371.07 for a total of $331,280.86. For House #58, $223,908.05 has been expended on building materials so far, plus the lot cost of $12,371.07 for a total of $236,279.12; and for House #59, $32,737.75 has been expended on building materials, plus the lot cost of $16,450, for a total of $49,187.75. The foundation for House #59 is partially completed and there should be no other major expenditures for the home until framing begins next fall.
- Status of the Workforce Development Building – electricians are finishing up the electrical and air line connections for the dust collection system.
- Wellsville Campus projects – Jeff Stevens reported the work continues on renovations to the “new old weld lab”. New doors have been installed.

Board of Directors Meeting – February 15, 2024

Old Business

- Last Board meeting we authorized a small amount of money and we included our procedures for unbudgeted funding requests. They sent a note saying they could not include us in their program, so they respectfully declined our funding. George tried contacting them to clarify any confusion but has not heard back.
- Audit & Finance changes to the Operations Manual – Last year the committee made updates to their sections in the manual. Peter will provide the document with the track changes, the board members can review the changes, and it will be on the agenda for the next meeting.

New Business

Mary Scholla will be retiring at the end of the school year. There is a potential candidate for her replacement. George proposed at the Audit & Finance committee that we offer a training period and proposes she be paid at least minimum wage during this training period. After the training period, a rate of pay will be established. Motion: A motion from the Audit & Finance committee to bring the potential replacement on board and pay her minimum wage for training from now to the end of the fiscal year.

Received a letter from the assessor’s office in Wellsville and there will be a re-evaluation on all properties in Wellsville. George will contact the assessor’s office to determine if any action on the Foundation’s part is required.

Property Committee Meeting – February 26, 2024

SPECIAL MEETING – HOUSE #57

Casey Joyce stated this meeting was called because an offer was received for House #57. Casey reminded the committee that the initial asking price was set at $330,000. The offer received is for $290,000 with a number of requests from the prospective buyer. The projects requested by the prospective buyer include:

- Re-grading and reseeding of the front corner of front yard where water has settled to ensure adequate drainage by the retaining wall along the front yard
- Installation and ducting of a vented range hood in the kitchen
- Adding drywall/insulation and finishing off 2nd floor upstairs area in main house
- Adding more stone/gravel to driveway to fill in uneven areas
- Pouring sidewalk between back porch stairs and back garage door
- Removal of logs/fallen trees from side yard
- Adding inlet box for portable generator hookup with interlock kit
- Adding whole home surge protector

Casey noted the total amount the Foundation has in House #57 is $331,482. Jeff Stevens estimates the total cost for the above list of projects to be approximately $8,000 if the students were to do the work. Jeff noted that the regrading, reseeding and removal of the logs would be done anyway. Jeff stated the prospective buyer is aware of the amount the Foundation has into the home, and there is the feeling the prospective buyer is expecting to negotiate on the sale of the home. The buyer has also been made aware that if the students were to do the work, it would be preferable to have the work done this semester, so students are not going into an occupied home to renovate. A number of counteroffers were discussed, and committee agreed to offer two counteroffers, one with the students doing the work and the other selling the house as it. Jeff expressed it would be preferable to sell the house as it is rather than having the students complete the list of projects. Committee also discussed authorizing negotiating room for Jeff in the event the prospective buyer counteroffers again.

MOTION: Brad Smith made a motion to allow Jeff Stevens to proceed with a counteroffer to sell House #57 for $333,000 if the students do the additional work of regrading and reseeding of the front corner of front yard where water has settled to ensure adequate drainage by the retaining wall along the front yard, installing and ducting a vented range hood in the kitchen, adding drywall/insulation and finishing off 2nd floor upstairs area in main house, adding more stone/gravel to driveway to fill in uneven areas, pouring sidewalk between back porch stairs and back garage door, remove logs/fallen trees from side yard, adding inlet box for portable generator hookup with interlock kit, and adding whole home surge protector or $320,000 if the house is sold as is. Jeff Stevens is also authorized to negotiate counteroffers to $328,000 if the students do the additional work or $315,000 if the house is sold as is. Tim Sortore seconded the motion. All in favor, motion carried. Another meeting would be called if negotiations would fall below the $328,000 with additional work or $315,000 as is.

It was noted there is a required $5,000 nonrefundable down payment deposit due upon signing of the purchase offer.

Property Committee Meeting – February 29, 2024

Foundation Student Projects

House #57 – Jeff Stevens noted he has emailed the prospective buyer with the counteroffer discussed at the February 26 meeting, and he noted in his email the time restraints if students were going to do the work as there are only nine weeks of classes left. Jeff had not heard back from the individual at the time of this meeting. Jeff also suggested the committee may consider other options for trying to sell the homes in the future. Jeff noted students in the Heavy Equipment program will be removing the logs from the yard and students will be fixing the low spots in the lawn and driveway.

House #58 – Tim Rohrer reported the progress on House #58 is moving along as planned. The finished electric is almost complete. Tile work will be started next week in the kitchen, dining room, and laundry room and followed up with the installation of the cabinets. The home is on schedule to be finished by the end of the semester. As of February 13, 2024, $223,908.05 has been expended. Tim noted the sliding glass doors have come in and are installed, so another $3,400 can be added to the expenditures. Most of the remaining items are small ticket items. Tim is confident the home will be completed under the budget of $288,000, and there is nothing that Tim feels will delay the completion of the home by the end of the semester. The bulk of the work is interior work, other than the septic system and grading. Jeff Stevens reported he has scheduled the appraisal with Rhonda Wilkins for the house for March 11, 2024. Tim and Jeff will meet prior to the meeting with the appraiser.
House #59 – Tim Rohrer noted the foundation work will begin again after spring break. Students will finish the foundation and pour the basement floor this semester, and students will begin building the home in September. So far $32,737.75 has been expended on House #59. Tim noted the Expenses category has a total of $7,085.15, and that expense was the equipment rental for the backhoe, that was necessary for clearing the land.

Town Barn Project – Jeff Stevens reported student electricians are working in the electrical bay areas. The HVAC plumbing students are working on the venting installation. The students doing the interior office framing are done as far as they can go for now as Hunt Engineering is assessing some fire rating modifications in the office area. Once that issue is resolved, those students can continue with the drywall. The project continues to be a good learning experience for the stud

Working Group Reports
Undeveloped Property Management – The group met on February 16, 2024 and discussed the timing of the house builds, houses #59-61, and whether it will be necessary to have a plan for building in case the Proctor Road area is not ready. The group discussed having conversations with the village about building modular homes, if necessary, to fill the void between house #61 until Proctor Road is ready. The B Brown lease was discussed. A land sale request from a company out was received he company was offering approximately $6,000 for lot #61. The group decided not to go with the request as it was well below the appraised amount back when Doug Barber donated the property to the Foundation. Following the meeting, George Goetschius sent out an updated property inventory list, updated from the 2016 inventory list.

Proctor Road – The group met on February 20. Greg Barr was able to join and reported that he has been having discussions with the town but is waiting on the village attorney to move forward with the annexation. Mr. Barr has reached out to the town of Bath, as they recently went through a similar annexation. Mr. Barr has talked with village utilities, noting that National Grid owns the rights to the electric service for that area and to have it taken over by the village could be quite costly. The annexation is the first step in order to move the project forward, and it may be that the Foundation, as landowner, may need petition the village to force action on the annexation.

Master Plan - The group met on February 20. Discussion about what the Foundation is trying to get out of the master plan, what are the critical maintenance items that need attention on the campus, how are the projects prioritized, and how the Master Plan can help were discussed. Hunt Engineering has a Building Audit Survey program, and they will present it to the working group to show what the web-based platform can do in supporting the Master Plan as it views all the maintenance items. The group agreed it may be a valuable tool for maintaining the campus.

Next working group meetings will be scheduled for mid-March during the week of March 18.

Wellsville Campus Projects
Workforce Development Building – the electricians are working on the dust collection system and the vendor is on standby. Jeff talked about the mezzanine floor, the area over the planner area. The dust collection system ductwork impacted that area for storage, and it has been suggested that a floor not be put in that area, which will save a substantial amount of money. Instead, it was suggested that sound dampening materials and lighting for that area be installed. The savings will offer the opportunity to purchase and install overhead doors to use that area. Faculty are all in support of that idea. The mezzanine was the last of the large ticket items for that building.

Campus Maintenance Projects – Jeff Stevens reported the exterior of the front of the Freshman electrical building was painted during the nice weather. Students will be renovating the annex building for the expansion of the electrical program. The cost is covered by transformational funding received by the college. This project will teach the students to properly do demolition work. The punch list items on the “new old welding lab” will be completed this semester.

This committee expressed interest in touring the campus to see the renovations on various building on the campus. Mary will schedule the tour, which will consist of a tour of the “new old weld lab”, the annex building, the workforce development building, and the truck and diesel building. Interested committee members will meet at the Zero Energy Home at 3:30 prior to the April meeting.

Old Business

- Betty Brown Property – George will send out information on the lease, and this agenda item will be discussed at the Undeveloped Property Management work group.
- Disbursement of Ed Foundation Property - Motorcycle and Powersports – Jeff Stevens reported that files and titles were reviewed and there is no equipment in the Ed Foundation’s name nor was any equipment purchased with Ed Foundation money. Peter McClain has a copy of all the titles, and it is being handled by the State disbursement system.

New Business

- 2024-2025 Budget request – the proposed budget was distributed and reviewed. Jeff Stevens noted under non-capital, the usual $69,000 for maintenance is requested and $6,000 for fire alarm inspection. Jeff noted the $1,000 increase for the fire alarms is due to incidentals necessary when the company does the inspection. Capital improvements were then reviewed. Jeff noted the campus is caught up on the parking lot paving and will do seal coating. There are bathrooms that need attention, especially in Freshman Auto and the Pioneer Student Union and $20,000 has been allocated for those. The plan is to work on painting the exteriors of buildings on a rotational basis and $25,000 has been allocated to begin the painting. Good progress has been made on new doors and windows throughout the campus and $20,000 has been allocated to continue with those replacements; and $10,000 is allocated for Concrete flat work around the campus. The two special projects--the Truck & Diesel expansion project and the Proctor Road development has $110,000 and $50,000 set aside for each respectively. Motion: George Goetschius made a motion to forward the Property Committee's 2024 – 2025 budget of $310,000 on to the Audit & Finance Committee. David Haggstrom seconded the motion. All in favor, motion carried.

Sale price of House #58 – Committee agreed to set the price of House #58 at the next meeting after the appraisal has been completed. Committee will also discuss other options for the sale of houses.

Scholarship Committee Meeting – March 7, 2024

Introductions

Mary Scholla introduced Samantha Brockway who will take over as Operations Manager effective July 1, 2024.

Scholarship Report Review

Enrollment Update **–** Kishan Zuber noted that enrollment for Spring 2024 is up 7 percent over Spring 2023, a total of 2934 students compared to 2740 enrolled students in Spring 2023. New and transfer full-time student enrollment increased by 14 percent (15 students).

2023-2024 Scholarship Report: The 2023-2024 scholarship report was reviewed. The Ed Foundation allocated $185,000 for scholarships, broken down as follows: $40,000 for the Excellence in Education scholarship; $14,000 for Academic Distinction, $82,000.00 for the ASC Pioneer Awards, $11,000 for PTK Scholarships, $34,000 for Transfer scholarships, and $4,000 for Vocational Excellence scholarships. The $3,600 was used for retention.

Kishan Zuber shared the scholarship comparison report and noted the amount spent for the Excellence in Education, Out-of-State Academic, Presidential Scholarship and the All-American scholarships continue to decrease as they are phased out, and the amount spent for the ASC Pioneer Awards and the ASC Scholars continue to increase. Compared to the October projections, the ASC Pioneer Award allocation increased by $14,750 and the Transfer scholarships increased by $7,750 to cover new students enrolling in spring, and the PTK allocation decreased slightly. She noted the total scholarship spend increased by 9 percent, while new students increased by 7 percent Year Over Year (YOY). There were 194 more students this spring, which resulted in a YOY revenue increase of $1,371,580, and an increase of $308,425.60 in scholarship spending in 2023-2024 compared to 2022-2023. The YOY net

revenue increase was $1,063,154.40, therefore, even though more money is spent on scholarships, it is offset by the increase in tuition revenue by enrolling more new students.

New Business

- Budget Request for 2025-2026 recruiting year – Kishan Zuber recognized welding student, Mackenzie Dupra, who is a recipient of the Pioneer Award. With the anticipation of new and transfer student scholarship increases, and it was suggested to request a $5,000 increase to $190,000 for the 2025-2026 recruiting year. The scholarship allocation is determined a year in advance since students are notified of their scholarship awards a year ahead of their actual enrollment. Motion: Jennie Thwing made a motion to request $190,000 for the 2025-2026 recruiting year. David Haggstrom seconded the motion. Discussion followed. Motion carried with one opposed.
- Scholarship Yield and Retention Report – Kishan Zuber presented the yield report for 2023-2024 and noted the Pioneer Award was offered to 2120 in-state students with 455 enrolling, for a 21.5 percent yield and to 149 out-of-state students with 39 enrolling, for a 26.2 percent yield. The Scholars Awards were offered to 2413 in-state students with 394 enrolling, for a 16.3 percent yield and to 53 out-of-state students with 14 students enrolling, for a 26.4 percent yield. The Big Blue Residential Grant was offered to 144 students with 5 students enrolling for a 3.5 percent yield. Overall, 4879 students were offered awards with 907 students enrolling, resulting in an 18.6 percent yield. Kishan noted there was a 44 percent increase in admitted students over last year and the awards are now offered to New York State ASOP students. Kishan stated the campus continues to work on ways to improve the yield rate. The retention report was reviewed showing a slight decrease in the overall retention rate for the college from 84.83 percent in Spring 2023 to 83.09 percent in Spring 2024. Retention in the Associates award level increased slightly from 83.2 percent in Spring 2023 to 83.7 percent in Spring 2024. The Baccalaureates award level retention rate fell from 89.7 percent in Spring 2023 to 81.9 percent in Spring 2024, a difference of -7.7 percent. Kishan noted the campus has a retention committee working to improve retention across campus.

Property Committee Meeting – March 28, 2024

Special Presentation – Greg Barr, Hunt Engineering

Mr. Greg Barr joined the meeting to give updates on the Proctor Road development and the Truck & Diesel expansion project. Mr. Barr shared a map and layout of the Proctor Road development. He pointed out where the water and sanitary lines would be as well as the storm water basin, noting it will be necessary to loop the water line back around in front of the apartment complex that borders the property to avoid having a dead-end water line as it is necessary to keep the water flowing both ways to maintain the appropriate level of disinfection. He noted that water and gas lines will share one side of the road and power and communication lines will share the opposite side of road. Mr. Barr has had conversations with the utility company but has not yet talked with the gas company. Because there are already gas lines for the homes along Proctor Road, he does not feel there will be any issue in getting gas to the development. He noted the next steps will be to have a certified boundary survey and a topo survey. He also recommends infiltration testing on the site to see what the material is and how well it will accept road runoff water. He also recommends a Level I environmental assessment on the property to ensure there is no potential risk developing on the site. With one parcel in

the town and one in the village, Mr. Barr noted it would be desirable to see the annexation go through early as opposed to later, so Hunt would only need to communicate with the village, and not both village and town, to inform them what the plans are for the site. He explained the annexation process. If annexation is not obtained, Mr. Barr explained that because the town does not have zoning, under law it would default to Allegany County zoning, and Allegany County has a minimum of one acre lots if you have no public utility. If you have sewer *or* water, lots can be reduced to three-quarters of an acre; if there is sewer *and* water, lots can be reduced to one-half acre. The lots shown on the site layout are approximately one-third acres. Village zoning is one-quarter acre lots but, Mr. Barr explained, it is very difficult to build a home a one-quarter acre lot and meet all setbacks. He noted the lots closer to Proctor Road are closer to one-half acre and, as you get to the county road where the site narrows, the lots are closer to one-third acre. In comparing nearby properties, Mr. Barr is confident that this development will fit into the neighborhood quite well.

Mr. Barr then updated the committee on the Truck & Diesel expansion, noting there has been a change to increase the addition from 3 bays to 4 bays, which will increase the addition from 64 feet to 84 feet off the building. He noted it was determined there is no need to have the extension any taller than the current building. The addition will be an 84 x 120 addition to the building that will be free standing and flashed into the existing building. Mr. Barr explained how this additional extension will impact the traffic flow in that area by reducing the two-lane traffic down to one lane. This would require a one directional lane coming into campus. He also discussed the impact on parking spaces and explained where a fire lane would be. He described where the overhead doors and crane would be, noting the crane will be 175 feet and run the 80 feet inside the extension plus an additional 85-90 feet in the original building. That will allow material to be moved from deep inside the building out to an area where it can be relocated. Mr. Barr also talked about the wells at the site stating the environmental well can be closed, the well that is buried is already closed and can be built over, and the one existing well directly behind the pump station that is not in the building site will remain. The next step is to get frame information to a couple of steel building providers, do the preliminary foundation design, and get pricing and confirmation of the building shell. Once that is underway, Hunt will work on the interior of the building space. The date to break ground for the building expansion has not yet been determined.

Foundation Student Projects

House #57 – Casey Joyce reported the Foundation sent a counteroffer to the individual who expressed interest in the home, and the individual offered his original offer of $290,000 with all the conditions. Discussion about next step to sell the house followed. With the low offer and the extra work involved, committee agreed to refuse the offer and move on by listing the home with a realtor. Motion: George Goetschius made a motion to investigate the procedures in the Operations Manual on selecting a realtor and move forward with that for both houses #57 and #58. Jon Nickerson seconded the motion. All in favor, motion carried.

House #58 – Tim Rohrer reported he is confident the house will be completed under budget. The septic tank has been set, the majority of the sheet rock in the garage is up and anticipates having the garage primed by the end of next week, final electric is almost complete, tile work in kitchen is almost complete and cabinets will be set within two weeks. The back patio is slated to start in the next two weeks, the entrance doors and roof gutters will be installed near the end

of semester. With six weeks left in the semester, the house is on schedule to be finished. The appraisal on the home came in at $285,000. Jeff has two copies of the appraisal for committee review. As of March 27, 2024, $232,543.17 has been expended on the house.
House #59 – Tim Rohrer noted the students are preparing to pour the foundation floor, which has radiant heat. The block will then be completed, and the work will be finished for this semester. Students will begin to build the home in the fall.

Town Barn Project – Jeff Stevens reported student electricians are working in the shop side, the office side rough ins are underway, and students will begin installing insulation on the office side. Students will be starting the drywall in a couple weeks.

Working Group Reports
All three groups will be meeting prior to the next meeting.

Wellsville Campus Projects
Workforce Development Building – Jon Nickerson reported the electricians discovered the wiring for the circuits with the lighting and dust collection system was not sized properly. The electricians replaced the lights with LED lights, and that brought the draw on the wire down to acceptable ranges. Electricians have been running conduit for the dust collector and are getting close to have that system running. All new lighting has been installed in the high bay space.

Campus Maintenance Projects – Jon Nickerson reported that renovations to the Annex building (electrical program expansion) are continuing. Students will be installing drop ceilings and new bathrooms will also be installed. This work is being done with grant funding. Renovations to the old weld lab are almost completed; still waiting on toilet partitions and there a couple doors that need to be replaced. A new slop sink was installed in senior electric. The facilities crew, assisted by the heavy equipment students, cleared out a storage area in the Pioneer Student Union. The Open House and Job Fair were held in the PSU and were both very well attended. A few doors in Culinary need to be replaced, and they will be added to next year's budget.

The roof in Heavy Equipment 1 is leaking on the south side at the peak. A quote of $52,000 was received from General Roofing. Jeff will be getting additional quotes for the project, and Jon noted they are considering switching to metal roofing. Jeff noted the roof replacement is not in the budget for next year but noted there is approximately $30,000 remaining in this year's budget, and a partial roof replacement may be sufficient.

New Business

2nd Request to purchase Lot #61 – Casey Joyce reported the neighbors bordering Lot #61 reached out again requesting to purchase Lot #61. Their request last year was denied. This request is for $18,000, which is $2,000 more than their 2023 request. Tim Rohrer stated that it is a nice lot; however, he stated it will be difficult to build there with students. The lot is narrow, and there is no place to turnaround once you are down there and backing out onto Moland Road could be dangerous. Jeff Stevens discussed the lot with the department chair, who had visited the site, and he agreed it would be challenging and risky. Concern was raised that if students do not build there, where will they build? The working group has discussed contacting the village to see if there are lots that may be potential sites to build on, if a current structure is ready to be demolished. Committee agreed to table this discussion.

Public Relations Committee Meeting – April 1, 2024

Calendar Review

The 2023-2024 calendar was reviewed. (Check mark (√) indicates item was completed.)

- ✓ September 2023 - New Board members. This will include Justin Cornelius and also Dr. Kishan Zuber
- o October 2023 – House #59 Groundbreaking. This is the first home to be built in Alfred.
- ✓ December 2023 – Autobody Wreck/Rebuild program
- o January 2024 – Peer Tutoring
- o February 2024 – Scholarship awards
- o April/May 2024 – Completion of House #58
- o May 2024 – Chamber of Commerce Window
- o June/July 2024 – Skills USA

Possible Future Press Releases

- o Hog Wild Day
- o Development of property from Town of Wellsville
- o Senior Plumbing lab upgrades
- o Truck & Diesel expansion
- o Shipping container project

Paul Welker noted the drafts for the Peer Tutoring and Scholarship Award press releases have been completed, and they are being finalized by the appropriate people. One press release will go out this week and the other will be sent out within two weeks.

House #58 is on schedule for completion in May, and Paul will be meeting with Jeff Stevens to do a press release for both house #58 and #59.

Mary Scholla confirmed the Educational Foundation will have the Chamber of Commerce window May 1 – May 15 this year. It was agreed, a poster of House #58 indicating it is for sale will be included in the window along with the posters and other items that were used last year. Mary Scholla will arrange to get materials from Pam Brandes and Mary Ellen Wood.

The shipping container project as a possible future press release was discussed. George indicated they are incorporating the shipping containers into the building for the new simulators. Paul stated they will be doing a video story on the new simulators and may be able to include the shipping containers into the video.

Other possible future press releases were discussed. One suggestion was Hog Wild days. The Foundation contributes some funding for that event. Paul will see about a story for that event.

Old Business

Photo Gallery – Paul Welker will continue to work on this to include all homes on the website. For those homes missing, he will take photos when the weather breaks.

Other

Mary Scholla will draft the annual report for the committee and send it on to chair, Ryan Miller, for review.

Audit & Finance Committee Meeting – April 4, 2024

Operating Revenues – Rose Cook noted the checking account balance was around $150,000. The exact balances in the checking and investment accounts were not available for the meeting, but Rose will provide the information to be distributed to the committee members. Rose did note the spring scholarship payment was made, and there were no unusual expenditures. Addendum: Rose Cook provided account balances as of April 9, 2024. The checking account balance is $150,858.64 and the investment account balance is $1,152,163.68, of which $4,987.31 is cash.

New Business

- 2024-2025 Budget: The preliminary budget for 2024-2025 was distributed, and Rose Cook reviewed the budget line by line. She noted that the income was budgeted the same as last year, as she has not yet received notice of any increase or decrease in the square footage. If the square footage changes, the "rent" will also change. The unrealized gains, which is the interest on investments, depends on the market and Rose noted that line item is always budgeted conservatively. The repairs and maintenance line is $60,000 for maintenance, the $9,000 for paving/sealing and the $6,000 for the annual fire alarm inspection. The depreciation lines are Rose's best guesstimates for completed projects. Rose increased Insurance by 3 percent. The line-item Real Estate Taxes is actually the utilities in the tax bill. For the Vehicles, Rose budgeted the same as last year. ACES administrative expense increased 2 percent and the PR Committee's request decreased by $50. Board meals will remain the same, though this year there was a decrease in spending on that line item. Rose doubled up on the Legal Expense line item since those funds were not used this year and anticipates an increase next year with two houses for sale. There was a slight increase in the Bonadio Audit per the contract. Board Discretionary, Peer Tutoring, and Hog Wild Day will remain the same as last year. NYS Skills requested a $500 increase from $7,500 to $8,000. Scholarship support for 2024-2025 was approved last year at $175,000 and the Scholarship Committee requested $190,000 for the 2025-2026 recruiting year. Under Capital Projects, $110,000 was budgeted for Truck & Diesel, which his part of the $300,000; $50,000 for Proctor Road Development and $150,000 for other campus projects which includes funding for bathroom renovations in Freshman auto and the Pioneer Student Union, exterior building paint, door and window replacements and concrete flat work.

A lengthy discussion about the Ed Foundation's commitment to the college for the Truck & Diesel project followed. The preliminary budget shows that of the $125,000 budgeted for 2023-2024, only $10,508.19 has been spent so far with that amount estimated as the year end amount. After discussion about the project, it is anticipated that approximately $20,000 more will be spent this year, so Rose will change the estimated year-end column to $30,000. It was noted the Foundation's remaining commitment of the $300,000 will be requested within the next couple of years. Cash flow concerns were raised due to the unsuccessful sale of House #57 and with the completion of House #58 in May and the amount of money the Foundation has tied up in these homes.

In the preliminary budget presented, there is a shortfall of approximately $13,000. Discussions on how to balance the budget followed with suggestions being to dip into reserves or reduce the budget allocation for the Truck & Diesel expansion to $95,000 from the $110,000, since that amount is still uncertain. Committee agreed to reduce the allocation for the Truck & Diesel expansion to $95,000. A lengthy discussion about square

footage followed, and the possible need for a procedure to have someone from the Ed Foundation involved in the calculation of the square footage, with all buildings listed and their status.

Three changes Rose will make to correct the preliminary budget include changing the year-end interest expense for the line of credit, changing the year-end seed funding to $30,000 for the Truck & Diesel project, and change the budget for Truck & Diesel from $110,000 to $95,000 for this budget. Reducing the $110,000 to $95,000 is the only item that will affect the 2024-2025 budget. Motion: John Sadowski made a motion to recommend this preliminary budget, with the change of reducing the Truck & Diesel allocation from $110,000 to $95,000, to the full board. Geralyn Gough seconded the motion. All in favor, motion carried.

- Scholarship funding for the 2025-2026 Recruiting year – Peter McClain noted that the Scholarship Committee requested a $5,000 increase to $190,000, not realizing the 2024-2025 allocation was $175,000. In 2017, the full board voted to cap the scholarship funding at $175,000, but Work Grant was eliminated, and board agreed to take that $10,000 and move it to scholarships for a couple of years. Last year it was decided to put that $10,000 toward capital projects and leave scholarship funding at $175,000. Peter noted there are three options for scholarship funding for 2025-2026: recommend the amount be the $175,000; add the increase of $5,000 and recommend $180,000 or recommend their request of $190,000. A lengthy discussion of the cap of $175,000 for scholarships, the history of scholarships, and how the Foundation might want to support scholarships in the future took place. Motion: John Sadowski made a motion to recommend to the full board to maintain funding at $175,000 for scholarships for the 2025-2026 year per the cap that was voted on in 2017. Rose seconded the motion. All in favor, motion carried.

Old Business

- Procedure for Approval of Board Discretionary Fund Requests – the procedure was reviewed. Motion: John Sadowski made a motion to recommend to the full board the procedure for Approval of Board Discretionary Funds requests as written. Geralyn Gough seconded the motion. All in favor, motion carried.

By-Laws Committee Meeting – April 11, 2024

Old Business

- Board (Friend) Vacancy – There is still one Friend of the College vacancy on the board. George Goetschius will be making some follow up phone calls to the individuals he has talked to previously to see if they have decided to accept the role on the board.

- Expiring Terms – On June 30, 2024, George Goetschius', Peter McClain's, Sandy Sawyer, Brad Smith's terms are expiring. George has agreed to continue. Both Sandy and Peter, for personal reasons, have decided not to continue on the board at this time. It will be necessary to find someone to fill Peter's role as chair of the Audit & Finance committee. George will be talking to the members on that committee to find a replacement for the chair position.

- New Procedures for inclusion in the Operations Manual – It was noted the changes that the Audit & Finance Committee made last year to their portions of the Operations

Manual and approved by this committee, will be brought to the full board at the April 18 meeting. The Procedure for Approval of Board Discretionary Fund Requests was reviewed and approved by this committee and will be brought to the full board for approval. Val Nixon shared two additional procedures that she drafted – Procedure for Expenditure of Entertainment/Good Will Budget Items and Procedures to Move Budget Allocation Between Line Items. The committee reviewed both procedures and offered suggestions for additions. Val will revise the procedures with the additions and those two procedures will be brought to the next By-Laws meeting for further review. George Goetschius noted he is working on a procedure to include in the manual where a member of the Foundation takes part in the annual evaluation of the square footage of the campus.

- Review of Operations Manual – The committee began the full review of the Operations Manual, using the comments compiled by George Goetschius as a starting point. Val will incorporate the changes that were discussed and share the document with the committee.

Board of Directors Meeting – April 18, 2024

Introductions

George Goetschius welcomed Ryan LaBrozzi, the new Vice President for Finance and Administration, and introductions were made.

Old Business

- Expiring terms were discussed. It was noted that Brad Smith is on the Faculty Senate ballot for his position on the board. Val questioned if anybody was on the ballot to run for Peter McClain's position on the board, as he has decided not to run again. She noted that Peter's vacancy is critical as he was also chair of the Audit & Finance Committee. There will also be two Friends of College vacancies. George Goetschius is following up with individuals.

New Business

- Acceptance of offer for House #57 – Motion: Casey Joyce, on the recommendation of the Property Committee, made a motion to accept the purchase offer of $320,000 for House #57. Val seconded the motion. All in favor, motion carried. Jeff Stevens will contact the buyer and then sale will be turned over to the lawyer.
- Preliminary 2024-2025 Budget – The preliminary budget of $686,160 was presented to the board by George Goetschius. George noted highpoints and changes in the budget including income from the lease payment of $656,171, the Maintenance and Repair line item has increased from $69,000 to $75,000 due to the inclusion of $6,000 for annual fire alarm inspection, a 3 percent increase in Licenses & Fees; a 2 percent increase in ACES Administrative Expenses, Legal Expenses were bumped up to $5,000 due to the potential of selling two homes next year, and because the $2,500 allocation for this year was not used; there was a slight increase in the Audit Expense, Interest Expense was increased due to the potential of having to use the line of credit, Board Discretionary, Peer Tutoring, Hog Wild Day all stayed the same; NYS SkillsUSA increased $500, Truck & Diesel funding is set at $95,000 and the engineering portion of the Proctor Road Development was set at $50,000. Capital Projects for the Wellsville campus was set at $150,000, which included funding for bathroom renovations in Freshman Auto and the Pioneer Student Union, exterior building paint, doors and windows, and concrete flat

work. Scholarship funding was decreased to $175,000 for the 24/25 recruiting year. George explained that in 2017 the board capped scholarship funding at $175,000. When Work Grant was dissolved, the board agreed to put that $10,000 allocation towards scholarships. George noted that this preliminary budget is a recommendation from the Audit & Finance Committee and the board members will vote on the budget at the May meeting.

- Scholarship Funding for the 2025-2026 recruiting year – the Audit & Finance committee is recommending $175,000 for Scholarship funding for the 2025-2026 recruiting year. A lengthy discussion followed responding to Kishan Zuber's questioning the reason for the decrease in scholarship funding with increased enrollment and the change in the scholarship strategy which now resources more students. Val Nixon responded by noting the Audit & Finance Committee had a lengthy discussion on whether to go back to the cap or keep the funding at the $185,000. They discussed the mission of the foundation and how best to use the funds. Without an increase in the square footage rate since 2005, with the significant capital improvement requests, and continued maintenance on the campus, the committee agreed to maintain the cap of $175,000 for scholarships for now.
- Audit & Finance changes to the Operations Manual – The revisions that the Audit and Finance committee made to their sections of the Operations Manual last year that were approved by the By-Laws committee never made it to the board for approval. The edits to the sections were emailed to all board members for review following the February board meeting. Val Nixon and George Goetschius noted the revisions made were minor and basically updated current practices. Motion: A recommendation from the By-Laws committee to the full board to approve the changes made to the Audit & Finance procedures in the Operations Manual. Casey Joyce seconded the motion. Motion passed unanimously.
- Procedure for Approval of Board Discretionary Fund Requests – This procedure will be moved into procedures and will be removed from the By-Laws section when editing.

Other

- George Goetschius noted the Foundation received a request for a letter of support for a grant for which the college is applying. George signed the letter on behalf of the entire board supporting the grant and confirming the Foundation has committed to the $300,000 for the engineering portion of the Truck & Diesel expansion project.
- George also noted that both Casey Joyce and Rose Cook received letters that someone wanted to purchase some of the Foundation's property. Both letters were disregarded.

George Goetschius stated if the sale of House #57 goes through, it may be necessary to have a virtual meeting to approve a House Sale Resolution.

Property Committee Meeting – May 2, 2024

Foundation Student Projects

House #57 – The offer of $320,000 for the house was accepted and approved by the board. Jeff Stevens reported he has received the $5,000 non-refundable deposit and George Goetschius is reviewing the purchase contract, lead-based disclosure and property disclosure statements and will be signing them soon. The buyer's bank has sent the paperwork on to Peter Degnan's office. Jeff anticipates a relatively quick close on the home and he noted the buyers are very excited about their new home.

House #58 – Jeff noted the house was shown to one individual, and he will be showing it to another prospective buyer tomorrow. The budget sheets as of April 25, 2024, were distributed to committee. Tim Rohrer anticipates, after discussions with faculty, to spend approximately $29,075 more to finish the home, which will put the total cost approximately $16,000 under budget. So far, $241,933.67 has been expended on the home, and with the lot cost of $12,371.07, the total is $254,304.74. Tim noted this is crunch time to finish up, and the students are working hard to finish the home. The garage doors were started today and will be completed tomorrow, cabinets are all in, heating is 95 percent complete, the stamped concrete patio was poured. The fill will be trucked in tomorrow. Classes end next week, and Tim noted the week of faculty obligation will be spent cleaning up and finishing any loose ends. The original appraisal for House #58 had the acreage at 2 acres, which was incorrect. Jeff discussed the discrepancy with the appraiser and provided her with the survey. The appraisal was adjusted to $290,000.
House #59 – Tim Rohrer shared photos of the foundation. The block will be completed next week, and the framing of the house will begin in the fall.

House #60 – Tim Rohrer presented a floor plan for consideration for House #60. The floor plan is a modern floor plan that will meet all the student learning objectives. The home is three-bedrooms, three baths, and approximately 1700 square feet in the upstairs plus whatever is finished off in the basement. The garage is approximately 24' x 27'. The faculty support the plan. Tim noted it is necessary to purchase the prints in order to come up with a budget. Once the plans are purchased, they will be reviewed by a local architect in order to meet local codes. The goal would be to start the foundation in Fall 2024 and finish it in the spring, so building could begin in Fall 2025. Following discussion, it was agreed that Tim Rohrer will provide the committee with at least one more floor plan for another option and the committee will review the options prior to the May 16 board meeting.

Town Barn Project – Tim Rohrer reported the dry wall on the shop side is up and primed. Electricians have shop lights up and are working on outside lights. The main power should be hooked up either this week or next week, so the shop side would be functional, though the bathrooms are not yet set up. The heating system is well on its way.

Working Group Reports
Proctor Road – Greg Barr joined the working group and gave updates on the progress of Proctor Road development. He will be sending the proposals for the Site Survey and the Level 1 Environmental Assessment in the near future. Mr. Barr has been continuing meetings with village utilities regarding utility requirements and needs as construction begins. He is still working on the annexation but has not been getting any feedback from the village. He is now working with the attorney for the Village of Bath who has recently gone through the annexation process and is drafting a petition that the Foundation will give both the village and town boards to force action on the annexation.

Master Plan – Greg Barr also joined this group and presented Hunt's Building Construction Survey Dashboard, a software program for prioritizing and budgeting maintenance projects of facilities. Casey noted it was an impressive presentation. Casey did question, to avoid duplication, if the college currently has a similar software program they are using. Jeff Stevens will check with Jon Nickerson. The cost of the software is priced on square footage, and Mr.

Barr will follow up with an estimate on cost once he receives the campus square footage. Hunt would then send a team to campus to go through all buildings, assess them by engineering discipline, and then work with the interested parties to come up with a priority list for things that need to occur in each building along with a timeline. Committee agreed that Jeff will provide Hunt with a listing of all buildings and their square footage but will indicate those buildings that can be eliminated in the square footage total.

Property Management Group – the main discussion for this group was Lot #61. The neighbors have offered to purchase the lot for $18,000. Both Tim Rohrer and Jeff Stevens have expressed their concern of building on this lot for student safety due to the location and accessibility to the lot, noting there is no parking for students, getting the heavy equipment in and out of the road would be a challenge with no space to turn around, and Barber Lane is right at the top of Moland Road, which is a blind hill and a known crash area. Jeff noted the department chair and faculty all agree the location is too dangerous for students and agree that selling the lot is the best option. Jeff noted that one more lot will be needed for building before Proctor Road is ready, and he will be discussing options with this working group.

The sale of the lot was discussed. There are stipulations on the proceeds of selling the land, but all the details are unclear. George will try to contact Doug Barber to discuss further. Motion: Jeff Stevens made a motion to recommend to the full board that we proceed with the sale of Lot #61 to the neighboring landowner (Liz and Nate Forster) for $18,000. David Haggstrom seconded the motion. All in favor, motion carried.

Wellsville Campus Projects
Campus Maintenance Projects – Jeff noted there are a couple roofs on campus buildings that are in need of repair including Heavy Equipment 1 and the leak in the Workforce Development Center. Jeff has received a couple quotes and is waiting for others.

New Business

- Sale price for House #58 – Casey noted there are a couple interested parties in House #58. Tim Rohrer noted we should be approximately $16,000 under the budget. The original appraisal of $285,000 was adjusted with the additional acreage to $290,000. The house was compared to House #57, noting less square footage, mechanical basement instead of full basement, garage is smaller, 1.5 car compared to 2.5 car garage, 12 x 12 walkout pad, etc. Motion: Rose Cook made a motion to set the listing price of House #58 at $299,000 and give Jeff Stevens the authority to negotiate counteroffers down to $290,000. George Goetschius seconded. All in favor, motion carried.

At the board meeting, this committee will report on the listing price of House #58, the resolution for House #57, and the recommendation for the sale of Lot #61. Prior to the meeting, the committee will decide on a floor plan for House #60.

Other

- George noted the $75,000 for repairs and maintenance in the 2024-2025 preliminary budget was also included in the $150,000 for capital projects budget, therefore there is $75,000 unallocated that could be used for capital projects. Committee discussed options for allocating the $75,000. Motion: George Goetschius made a motion to

provide the Audit & Finance committee with an adjusted capital project budget for 2024-2025 itemizing the unallocated $75,000 for roof repairs and the Hunt Building Construction Survey Dashboard software. Rose Cook seconded the motion. All in favor, motion carried.

Property Committee Meeting – May 7, 2024

SPECIAL MEETING

Casey Joyce informed the committee that two offers on House #58 have been received, one offer of $299,000 and the other offer for $305,000. Jeff Stevens showed the house on Wednesday, 5/1/2024 and again on Friday, 5/3/2024. The individuals on Friday made a verbal offer of $299,000. Jeff then contacted the individual who viewed the house on Wednesday, informing him an offer was received. That individual then offered $305,000. Committee discussed next steps and agreed not to get into a "bidding war" but, in order to be fair, the committee agreed that the individuals who made the first offer should have an opportunity to make a counteroffer as the second offer was made when that individual knew an offer had already been made. The question was raised about contingencies by either of the buyers. Jeff indicated that no contingencies have been mentioned by either party. Motion: Craig Clark made a motion to empower Jeff Stevens to email both prospective buyers and request their best and final offer for House #58, including any contingencies by Thursday, May 9, 2024. Jeff will also inform the prospective buyers that the non-refundable deposit of $5,000 will be due by Monday, May 13, 2024. David Haggstrom seconded the motion. All in favor, motion carried.

Property Committee Meeting – May 10, 2024

SPECIAL MEETING

Casey Joyce informed the committee that following up from the May 7, 2024 meeting, the two prospective buyers of House #58 were notified and requested to submit their best and final offer including any contingencies by Thursday, May 9, 2024. Both parties submitted offers with contingencies. Offers of $310,000 and $308,000 were received and the contingencies of both were reviewed and Jeff Stevens explained the scope of work and costs associates with the contingencies noted in both offers. Copies of the email offers are filed in the notebook, along with these meeting minutes. Motion: Craig Clark made a motion to recommend to the board to accept the purchase offer of $310,000 for House #58, notifying the buyer that the driveway will be graded to drain. Peter McClain seconded the motion. All in favor, motion carried. Jeff will follow up with the individuals of the accepted offer and will request the $5,000 deposit by Monday, May 13. Once the deposit is received, Jeff will contact the second individual. He will also provide information needed for the resolution to George Goetschius.

At the May board meeting, the resolution of House #57, the sale and resolution of House #58 and the sale of Lot #61 will be brought to the board.

Audit & Finance Committee Meeting – May 16, 2024

Operating Revenues – Peter McClain reported the balance in the checking account as of May 14, 2024 is $132,654.90, and the balance in the Sage Rutty investment account is $1,146,786.60 of which $5,148.27 is cash. There were no unusual expenditures.

New Business

- Peter McClain noted since the last meeting, it was discovered that the $75,000 for Maintenance and Repairs was duplicated in the preliminary budget, as it appeared both as a line item on the budget sheet and was included in the Property Committee's $150,000 capital projects request. The Property Committee was made aware of the issue, and they requested the overage be used for roof repairs and a maintenance software package from Hunt Engineering. George Goetschius noted that since the Property Committee's additional request for the $75,000, he also had a request from President Mauro for an additional $40,000 for drawings for the Truck & Diesel expansion project. George reported that the college was awarded a grant from Empire State Development which requires going out for competitive bid for the drawings for the expansion project. Instead of the drawings costing $85,000, the cost will be $125,000. After some discussion, the committee agreed the $40,000 for the drawings is the number one priority and should come out of the $75,000 overage and any remaining can be used for the roof repairs and/or the software package as decided by the Property Committee. It was also noted if roof repairs, or other critical maintenance issues arise during the year, the Property Committee can make a request to the full board for additional funding. For the 2024-2025 budget, the bottom line will not change. The change will be in the how the allocation to the capital projects will be spent. The full board will be notified of the adjustment of how the funds will be spent.

Old Business

- House #57 – The house has been sold for $320,000 and Jeff Stevens is working with the Foundation's lawyer, Peter Degnan, and the banks to finalize the sale. The buyer's appraiser has appraised the house, and Jeff noted he anticipates a June closing.
- House #58 – Jeff Stevens reported the Property Committee approved the purchase offer of $310,000 and will bring the offer to the full board for their approval. Faculty are finishing up the final touches on the house, and the closing will take place this summer.
- House #59 – The foundation is out of the ground and complete and framing will begin in the Fall.
- Status of the Workforce Development Building – the dust collection system's initial commissioning has been done, and the final payment has been paid to the installer. The final commissioning and training sessions for facilities staff and faculty on operation of the system will take place over the summer.

Wellsville Campus projects – Jeff Stevens reported the shipping container house is coming along, windows are in and roof is dried in, and the work will continue in the fall. That will add square footage to the lease. The shipping and receiving renovation continues but the building is not yet fully functional as a shipping and receiving area.

By-Laws Committee Meeting – May16, 2024

SPECIAL MEETING

This special meeting was held to discuss the recommendation of a new board member, Amy Bennett. Amy attended a previous board meeting with John Sadowski. She has been

employed at Northern Lights for about 10 years, holding various positions and is currently the Chief Operating Officer and has been in the position for about 4 years. She has a degree from Alfred University in ceramics and is very active in the Wellsville community. George Goetschius had a conversation with her and discussed the Foundation's committees and the time commitment for each. She was very eager to join the board and requested to be on the Property Committee. If approved by the board, George would also add her to the By-Laws committee. A brief discussion followed.

Motion: Sandy Sawyer made a motion to recommend Amy Bennett to the full board to fill a Friend of the College vacancy. Geralyn Gough seconded the motion. All in favor, motion carried.

Board of Directors Meeting – May 16, 2024

New Business

- New Board Member – At the By-Laws committee meeting held prior to this meeting, the committee members voted to forward the name of Amy Bennett to fill one of the Friend of the College vacancies. Amy is the Chief Operating Officer at Northern Lights Candles. She has been in that position approximately four years and has been with Northern Lights for about ten years. She is currently very active in the community and is very interested in becoming a member of the Foundation's board. Motion: On the recommendation from the By-Laws committee, Sandy Sawyer made a motion to approve Amy Bennett as a Friend of the College. Casey Joyce seconded the motion. The motion passed unanimously. A welcome letter will be sent.
- Proposed 2024 – 2025 Budget – George Goetschius explained that there was a minor issue with the budget that was presented at the last board meeting. The $75,000 for maintenance and repairs was included as both a line item on the budget and also in the Property Committee's $150,000 capital project request. After discovering the duplication, it was agreed the budget would remain the same and not be cut, and since then, a couple items have come up for which the $75,000 can be used. Those items include funds for drawings for the Truck & Diesel expansion, roof repairs and an on-line software package from Hunt to help track maintenance projects. In Audit & Finance, the committee agreed the drawings for Truck & Diesel are the number one priority. George reiterated the bottom line on the budget does not change, but the funding for capital projects may be altered as approved by Jeff and the Property Committee. Motion: Brad Smith made a motion to approve the 2024-2025 budget in the amount of $686,160 as presented. Casey Joyce seconded the motion. All in favor, motion carried.
- Scholarship Funding for the 2025-2026 recruiting year. The Audit & Finance Committee had presented funding of $175,000 for scholarships for 2025-2026 at the April meeting. Motion: Casey Joyce made a motion to approve Scholarship Funding of $175,000 for the 2025-2026 recruiting year. David Haggstrom seconded the motion. All in favor, motion carried.
- Rescinding of June 2023 Resolution for House #57 – George Goetschius noted the sale of House #57 was approved at the April board meeting. A resolution of sale is now required. However, there is currently a Resolution for House #57 that was completed last June that needs to be rescinded. Motion: Casey Joyce made a motion to rescind the June 2023 Resolution for Sale of House #57. Brad Smith seconded it. All in favor, motion carried.

George noted the purpose of the resolutions is to confirm for the lawyer the board's approval of the sale of the property and that the President of the board has the authority to sign all the paperwork for the sale of the homes/lots. A record of the vote tally of all voting members is also required.

- House #57 Resolution – House #57, located at 3892 Foundation Drive will be sold to Bradley and Sarah Molene at 3892 for $320,000. The resolution was passed by a vote of 13 to 0. There were no abstentions.
- Sale of House #58 – George Goetschius noted we have an offer for the house for $310,000. Motion: Val Nixon made a motion on the recommendation from the Property Committee to accept the offer of $310,000 for House #58. Sandy Sawyer seconded the motion. All in favor, motion carried.
- House #58 Resolution – House #58, located at 3845 Foundation Drive in Wellsville, NY will be sold to Chris and Deb Perry for $310,000. The resolution was passed by a vote of 13 to 0. There were no abstentions.
- Sale of the Barber Lane Property – George Goetschius noted the Property Committee received a second offer to purchase the Barber Lane property from the neighboring landowner for $18,000. After hearing from the building trades faculty and Dean Jeff Stevens on the safety issues with the lot, the Property Committee agreed to sell the lot to the landowner. Motion: John Sadowski made a motion on the recommendation of the Property Committee to sell the Barber Lane property to the neighboring landowner for $18,000. Casey Joyce seconded the motion. All in favor, motion carried.

Barber Lane Property Resolution – The Barber Lane property will be sold to Liz and Nate Forster for $18,000. The resolution was passed by a vote of 12-0. There were no abstentions. Note: One member had to leave the meeting.

THE EDUCATIONAL FOUNDATION OF ALFRED, INC.
Annual Report
2023-2024

Board of Directors:
Jonna Anne, Executive Director, ACES, Ex-Officio – (2021)
Justin Cornelius, Faculty (at Large) – (2023)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Kristopher Green, Alumni – (2022)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Ryan LaBrozzi, Vice President for Finance and Administration, Ex Officio (2024)
Dr. Steven Mauro, President (2022)
Peter McClain, Faculty (Professional), Secretary/Treasurer, Board of Directors - (2014)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
John Sadowski, Alumni – (2022)
Mary Scholla, Operations Manager - (2014)
Timothy Sortore, Vice President for Finance and Administration, Ex Officio (2022)

Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

BOARD UPDATES

Board of Directors met September 21, 2023, October 19, 2023, January 18, 2024, February 15, 2024, April 18, 2024, and May 16, 2024. All meetings were held in person with the option of meeting through Microsoft Teams.

Kishan Zuber replaced Betsy Penrose as Vice President for Enrollment Management and serves on the Public Relations committee and chair of the Scholarship committees.
Brad Smith was re-elected to another 5-year term in the Faculty (Wellsville) position.
Peter McClain chose not to run again for the Faculty-Professional position.
Spencer Peavey was elected to the Faculty-Professional position for a five-year term effective July 1, 2024.
Ryan LaBrozzi replaced Tim Sortore as Vice President for Finance and Administration on April 8, 2024.

Ellen Ehrig submitted her resignation as a guest committee member on the Scholarship Committee.
Mary Scholla submitted her resignation as Operations Manager effective June 30, 2024. Samantha Brockway was appointed to replace her on July 1, 2024.

AUDIT AND FINANCE COMMITTEE – Peter McClain, Chair

Audit and Finance Committee met September 21, 2023, October 19, 2023, January 18, 2024, February 15,2024, April 4, 2024, and May 16, 2024.

Investment Account Balance (Sage Rutty):	$1,146,786.60	(May 14, 2024)
Checking Account Balance:	$ 132,654.90	(May 14, 2024)
Line of Credit:	$ 0	

<u>Budget 2023-2024</u>
The operating budget for 2023-2024 was $820,670.00. The budget and funding requests included: Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Hog Wild Day, and NYS SkillsUSA, Postsecondary, the Truck & Diesel expansion and Proctor Road development.

Scholarship Funding is $175,000 for the 2024-25 recruiting year.

Goals for 2023-2024:

18. Continue to reconcile expenses of ongoing projects annually.
19. Support the implementation of the Master Plan to improve campus facilities and instructional space.
20. Review any and all land acquisitions as to their financial impact to the Educational Foundation.
21. Review needs/requests from all college-related entities, with emphasis on student educational experiences.
22. Review any proposed lease or sale for the Wellsville Campus property with consideration of fair market value.
23. Recommend a balanced budget on an annual basis with a desire to align annual expenditures with operational revenue.

24. Have an annual internal review of our investment account (Foundation Reserve Account) with guidance from an external investment advisor.
25. Set direction for cash flow management.

The Audit review by Bonadio & Co. went very well and financial statements do fairly represent the financial position of the organization.

Budget 2024-2025
The committee submitted a proposed budget of $686,160 for 2024-2025 to the board. The budget includes funding for Wellsville Campus projects, Peer Tutoring Services, Public Relations Committee, Hog Wild Day, and NYS SkillsUSA-Postsecondary, $95,000 for the Truck & Diesel expansion project and $50,000 for engineering support for the Proctor Road Development project.

BY-LAWS COMMITTEE – Valerie Nixon, Chair

By-Laws Committee met September 14, 2023, October 10, 2023, February 8, 2024, and April 11, 2024.

Committee goals for 2022-2023 remained in place for 2023-2024.

The committee recommended to the board, and board approved, a revision to the by-laws eliminating the number of terms a director may serve.

George Goetschius' and Sandy Sawyer's terms expire June 30, 2024. George Goetschius agreed to continue for another five-year term. Sandy Sawyer declined to continue. Amy Bennett has been identified by the committee to fill a Friend of the College vacancy and the nomination will be brought to the full board at the May 16 meeting.

Faculty Senate solicited nominations for the expiring terms of Peter McClain (Faculty - Professional) and Bradley Smith (Faculty - Wellsville). Spencer Peavey was elected to the five-year term to fill the Faculty-Professional position, and Bradley Smith was re-elected for another five-year term.

Nominations were solicited for the office of President and Secretary/Treasurer. Election will take place at the Annual Meeting on May 16, 2024. There is one Friend of the College position still vacant.

Committee has begun a thorough review of the Operations Manual and has identified additional procedures to be included in the manual.

PROPERTY COMMITTEE – Casey Joyce, Chair

Property Committee met August 24, 2023, September 28, 2023, November 9, 2023, January 25, 2024, February 26, February 29, 2024, March 28, 2023, May 2, 2024, May 7, 2024, and May 10, 2024.

The Wellsville Campus Budget request for 2023-2024 was: $320,000
The Wellsville Campus Budget request for 2024-2025 is: $310,000

The majority of each budget is a combination of capital and non-capital projects and includes $69,000 for Repairs and Maintenance. The capital project request of $150,000 includes funds for bathroom renovations, exterior building paint, door and window replacements across campus, concrete flat work, roof repairs and/or replacements, and the Building Construction Survey Dashboard software. In addition to the annual request, the committee is requesting additional funding of $50,000 for engineering support for the Proctor Road housing development and $95,000 for the Truck & Diesel expansion project.

Goals for 2023-2024 were:

1) Identify community needs for future housing projects.
2) Plan and develop building projects to meet identified community needs.
3) Continue to work with engineering partner, Hunt Engineering, to assist and guide committee with master planning and engineering needs.
4) Develop a plan to organize and manage undeveloped Ed Foundation properties.
5) Review, update and continue implementation of Master Plan for the Wellsville campus.

Wellsville Campus Projects: The landscaping across the campus was improved, new forced air heating system was installed in the health area of the Pioneer Student Union, three air conditioning units were installed in the administration building, the welding lab renovation was completed, the dust collection system is ready for commissioning, the Annex building is being renovated for the expansion of the electrical program, and the exterior of the freshmen electrical building has been painted.

Meservey Hill Development: A purchase offer of $320,000 has been accepted on House #57 and an offer of $310,000 has been received for House #58. The anticipated closings of the sales will be in late May or June. House #58 is the final lot in this development.

Alfred Moland Road/Barber Lane Properties: The first house in Alfred was started, with the foundation completed and the floor poured for House #59. Framing of the house will begin in the Fall 2024.

Three working groups were identified, and committee members were assigned to one or more groups. The groups include: Proctor Road Development, Master Plan and Undeveloped Property Management.

Proctor Road Development Group: Hunt Engineering has provided a preliminary site layout of the development to the working group, and Hunt continues to work with the Town and Village of Wellsville on annexation of the property into the village. A site survey and a Level 1 environmental assessment of the property is the next step.

Master Plan Group: Hunt Engineering presented to the working group their Building Construction Survey Dashboard, a software program for prioritizing and budgeting maintenance projects of facilities.

Undeveloped Property Management Group: The working group is researching properties for possible future sites for student building and continues to work to finalize a lease agreement with SUNY that will release the Ed Foundation of any liability on the properties owned by the Foundation but used by the State, i.e., Betty Brown property. This group recommended selling Lot #61 on Barber Lane to the neighboring landowner for $18,000 due to the location of the lot and unsafe accessibility to the lot for the students.

PUBLIC RELATIONS COMMITTEE – Ryan Miller, Chair

- Committee met through Microsoft Teams on September 6, 2023, December 7, 2023, February 12, 2024, and April 1, 2024.

- Committee goals for 2023-2024 remained the same as those for 2022-2023.

- The following press releases were sent out during the 2023-2024 academic year:
  - September 2023 - New Educational Foundation Board members – Justin Cornelius and Kishan Zuber.
  - December 2023 - Autobody wreck/rebuild program
  - April 2024 - Educational Foundation scholarship support
  - May 2024 – Peer Tutoring
  - May 2024 - Completion of House #58

- Press releases scheduled for the remainder of the academic year and over the summer include:
  - June 2024 - SkillsUSA

- The College and the Educational Foundation were featured in the Wellsville Chamber of Commerce window display in May 2024.

- The History of the Educational Foundation is current on the website through 2020.

SCHOLARSHIP COMMITTEE – Kishan Zuber, Chair

- Committee met October 12, 2023 and March 7, 2024.
- The Ed Foundation scholarship allocation for 2023-2024 was $185,000. Scholarship funds were allocated as follows:

Excellence in Education Program	$ 40,000
Admissions	$145,000
Total Allocated	$185,000

- The final distribution for 2023-2024 scholarships was as follows:

Excellence in Education Program	$ 40,000
Admissions	$145,000
Total Allocated	$185,000

Please note that the ASC Pioneer Awards are awarded by Admissions and $82,000 was utilized for these associate degree awards from Educational Foundation funds.

- No funds were awarded for retention grants.
- The yield of the Pioneer in-state scholarship awards was 21.5% with 455 accepted scholarships of 2120 offered. Pioneer out-of-state scholarship awards yield was 26.2% with 39 accepted scholarships of 149 offered. Academic Distinction is no longer offered to new students, replaced by the new merit scholarship program. The PTK, Transfer, and Vocational Excellence yields follow.

Admissions Scholarships	Offered	Accepted	Yield
Phi Theta Kappa	6	5	83.3%
Transfer Scholarship	89	40	44.9%
Vocational Excellence	4	4	100%

- The expenditure for 2023-2024 Admissions scholarships was $145,000. Actual expenditures were broken down as follows: Academic Distinction--$14,000, ASC Pioneer Awards - $82,000, Phi Theta Kappa--$11,000, Transfer Scholarship--$34,000, Vocational Excellence--$4,000.

- A total of 956 scholarships were awarded to new students for 2023-24 (including all merit awards). New and transfer full-time student enrollment increased by 20% over the previous year, making them the largest incoming class to ASC in over a decade. The Spring 2024 retention rate for all of ASC was 83.09%, while the retention rate for the School of Applied Technology was 89.6%, a 3.6% increase over the previous spring rate.

2024 – 2025 Educational Foundation of Alfred, INC.

Property Committee – August 29, 2024

Foundation Student Projects:

- House #57 – Sold without any issues with the punch list or last minutes requests. New owners moved in the beginning of August; Septic tank test scheduled for mid-September.
- House #58 – Previously approved punch list items were completed over the summer by faculty. The last of the smaller items/issues will be taken care of by faculty and students now. New owners moved in the beginning of August; Septic tank test scheduled for mid-September.
- Lot #61 – Not officially sold yet.
- House #59 – (Alfred) Issues with student enrollment (schedule drops/late enrollment/lack of tools) causing some delays. Finishing up foundation now and moving scaffolding and equipment to property now. Framing planning on commencing next week with an expected completion in January. Made note of students parking partially in the drive of #60 but doing so safely.
- House #60 – Design approval needed so committee will review and vote next meeting.
- Advertisement Signs – Jeff planning on requesting a new large sign to use for all future houses from the Public Relations Committee. Small, personalized signs were placed in front of each property in the past.

Working Group Reports:

- Roster Checks: (need to add Amy Bennett and Ryan LaBrozzi to working groups)
- Proctor Road – Casey Joyce, George Goetschius, Tim Rohrer, Craig Clark, John Sadowski, Amy Bennett
- Master Plan – Casey Joyce, George Goetschius, Jeff Stevens, Brad Smith, Jonna Anne, Jon Nickerson, David Haggstrom, Ryan LaBrozzi
- Undeveloped Property Management – Casey Joyce, George Goetschius, Kristopher Green, Rose Cook, Tim Rohrer, David Haggstrom and Craig Clark
- Agenda Items:
- Proctor Road/Trapping Brook Road Development – Hunt update; Review survey progress/results and determine next steps.
- Master Plan – Determine what buildings to start with for new maintenance program from Hunt.
- Undeveloped Property Management – Discuss Betty Brown property and other future property options.

Wellsville Campus Projects:

- Ed Foundation paid for seal coats on two parking lots; SUNY will be responsible for the other parking lots that need seal coats.
- Welding 2 list items were completed by Facilities Services (block wall out front was repaired).

- The Annex building has been remodeled with new booths, bathrooms, etc. and will be renamed Electrical 3. 100 electrical students for Fall 2024. This was paid for with the SUNY Transformational Funds.
- Dust Collection System is 100% done. Training for faculty and facilities staff is scheduled for September 5th.
- Preventative Maintenance is a priority now that the semester has started (DI cleanings, etc.).
- EHS found an issue with the upstairs hallway bridge in WFD.
- Auto Collision building paint storage needed to be upgraded and ventilation modified. Replacing current paint storage with new enclosed unit in the current office space and remodeling new office space for Faculty on the other side.
- Bull Lab (near gas pumps) got new furniture from SUNY and flooring, lights, paint, etc. were added with leftover materials.

New Business:

Goals for 2024-2025 - All of the goals are still relevant for this year; Review and finalize at next meeting.

Jeff is looking for new lab instructors for the Northland Campus – HVAC & Electricians

Public Relations Committee – September 5, 2024

Calendar Review:

Press Releases for 2024-2025 (checkmark when complete):

- September 2024 – New board members (A. Bennett & S. Peavey), Secretary/Treasurer (J. Sadowski), Operations Manager (M. Scholla to S. Brockway) and Recognitions for past members (P. McClain & S. Sawyer)
- October 2024 – House Sales (#57 & #58) & Groundbreaking of House #59
- November 2024 – Auto Wreck/Rebuild (feature one student again? Highlight donations.)
- February 2025 – Peer tutoring (ask Casey Cowburn if any students have started using the tutoring services, then became a peer tutor)
- April 2025 – Scholarship awards
- May 2024 – Chamber of Commerce window (no press release; Operations Manager sets up window to advertise SAT programs
- June/July 2025 – Skills USA

Possible Future Press Releases:

- Development of property from Town of Wellsville – will speak with Jeff Stevens about progress
- Senior Plumbing Lab equipment – work still in progress
- Truck & Diesel expansion – planning stage; Spring 2025 start, highlight major campus funded project
- Shipping container project – working on code issues; equipment simulators not moved in yet

Old Business:

- Photo Gallery – add photos of new members & houses #57 and #58
- Sale of House #57 - SOLD
- Sale of House #58 - SOLD

New Business:

Goals for 2024-2025 – Committee reviewed the goals from 2023 – 2024 and decided no changes needed to be made. **Motion:** George Goetschius made a motion to roll over the goals to next year and approve as is; Jennie Thwing seconded the motion. All in favor, motion carried.

By-Laws Committee – September 12, 2024

New Business:

Goals for 2024-2025 – Committee reviewed the goals from 2023 – 2024 and decided no changes needed to be made. **Motion:** Geralyn Gough made a motion to roll over the goals to next year and approve as is; George Goetschius seconded the motion. All in favor, motion carried.

Old Business:

- Board Vacancy
    - The committee discussed any possible candidates to fill the Friend of the College vacancies. It was remarked that neither Dave Sengstock nor Jeff Marshall is interested at this time. One possible candidate that the President will reach out to is Mike Ronan, recently retired instructor on the Wellsville Campus. Committee members should continue to brainstorm other possible candidates.
- Expiring Terms in 2025
    - Jennie Thwing was elected from Faculty Senate and the position will be filled during voting this year. The other two vacancies are Friends of the College and do not need to decide on continuing or not at this time.
- Continuation of the review of Operations Manual – The review will continue at the next scheduled committee meeting.
- New Procedures for review and approval (See attachment for updated/approved versions)
    - Expenditure of Entertainment/Good Will Budget Items – Procedure was reviewed and an additional example included. A discussion on setting a monetary limit per person/incident was had and a decision to add the monetary limit of $100 before needing By-Laws Committee approval was included. **Motion:** Goerge Goetschius made a motion to approve the procedure with today's updates and forward to full board for approval; Justin Cornelius seconded the motion. All in favor, motion carried.
    - Moving of Budget Allocation Between Line Items – Procedure was reviewed and note made that Audit & Finance will discuss where to allocate the funds with the appropriate committee/person. **Motion:** Kristopher Green made a motion to

approve the procedure with today's updates and forward to the full board for approval; George Goetschius seconded the motion. All in favor, motion carried.

- Annual Evaluation of Square Footage of the Wellsville Campus – Procedure was reviewed, and all missing details were added. A discussion of a tentative timeline, not to be included in the written procedure, was had to better estimate the outline of the procedure. **Motion:** George Goetschius made a motion to approve the procedure with today's updates and forward to the full board for approval; Geralyn Gough seconded the motion. All in favor, motion carried.
- Property Committee Approval of Budget of Homes – Procedure was reviewed and additional details of quantity of house plans, budget needs and timeline of approvals were added. Approval process should be: Building Trades present plans/preliminary budget, Property Committee selects house to build, Building Trades generates detailed budget, Property Committee approves budget then Board reviews and approves, and Audit & Finance Committee and ACES are notified of decision. **Motion:** George Goetschius made a motion to approve the procedure with today's updates and forward to the full board for approval; Geralyn Gough seconded the motion. All in favor, motion carried.
- Walker Business Services Payroll Approval – a written procedure for how timesheets are approved, invoiced and paid was presented to the committee who then reviewed with one minor change to not notify employee of invoice following timesheet approval. A line will be added under the President's duties to include responsibility for payroll approval with a note to see this procedure. **Motion:** Kristopher Green made a motion to approve the procedure with today's updates and forward to the full board for approval; Justin Cornelius seconded the motion. All in favor, motion carried.

Additional Meetings:

The committee discussed the need for two additional meetings to continue reviewing the Operations Manual in order to make more substantial progress. The Operations Manager will schedule one meeting for October and one meeting for November after consulting with the committee about availability of dates and times.

Audit & Finance Committee – September 19, 2024

Sage Rutty Performance Presentation:

- Asked about our big initiatives/projects = Truck & Diesel expansion, Architectural drawings in progress for approx. $120,000 out of the committed $300,000
- If not using large amount of our checking account, we could temporarily put it into a high yield money investment. The committee discussed the possibility of moving $500,000 into a money market investment account after we receive our lease payment. **Motion:** George Goetschius made a motion to invest anything over $500,000 in the checking account after we receive our lease payment; Rose Cook seconded the motion. All in favor, motion carried.
- Current totals: $1,226,720.30 ($9,556.92 cash); bonds/cash = 11% $134,000; investments = 70%; total profit over 20 year history of investments is $1.8million

- Short term options to consider = balancing growth vs value in US large cap equities

Budget Reports:

Operating Revenues – Checking Account = $554,931.25 as of 9/18/2024; Sage Rutty Investment Account = $1,226,720.30 ($9,556.92 cash).

Checking account last year at this time was approx. $65,000, large increase this year due to sales of houses #57 and #58. Sage Rutty account last year at this time was $970,992 and the current account is all growth from investments.

Operating Budget – no report.

Unusual Account Expenditures - no report.

Add: Wreck/Rebuild progress to reporting by Rose Cook to Audit & Finance Committee.

New Business:

Goals for 2024-2025 – the goals from 2023-2024 were reviewed and a discussion was had about adding a new goal about getting the house cost into the budget. The house budget can go into a cash flow line which will not impact the balancing of the yearly budget, but still show overall progress. Jeff Stevens will continue to provide the Property Committee and Audit & Finance Committee with a monthly breakdown of all expenditures per category. The committee will review and approve the goals at the next scheduled meeting.

Executive Session:

Motion: At this time George Goetschius made a motion to enter into an executive session to discuss the pay rate for the Operations Manager; Val seconded the motion. **Motion:** Geralyn Gough made a motion to exit the executive session; Jeff Stevens seconded the motion. **Motion:** George Goetschius made a motion to approve $20.50 as the pay rate for the Operations Manager effective July 1, 2024, and forward to the full board for approval; Valerie Nixon seconded the motion. All in favor, motion carried.

Board of Directors – September 19, 2024

Audit & Finance (John Sadowski, Chair) – Checking Account Balance = $554, 931.25 as of 9/18/24. Sage Rutty Investment Account Balance = $1,226,720.30 ($9,556 cash). The committee goals were reviewed and one additional goal was discussed; goals will be finalized next scheduled meeting (10/17). An executive session was called to discuss the pay rate for the Operations Manager which will be discussed during new business.

By-Laws (Valerie Nixon, Chair) – the Committee goals were approved as is for this year. We currently 1 friend of the college vacancy and any board member has a suggestion of who could fill it, please let the By-Laws Committee know. There are 3 terms expiring this year, one of which is a faculty senate position and will be filled by them. The committee recently approved 5 new procedures that are being brought for board approval under new business. The committee

added two additional meetings so far to ensure that they complete the review of the Operations Manual this year.

Property (Casey Joyce, Chair) – Houses #57 and #58 were sold and new owners have moved in. House #59 (Alfred) is finishing up foundation work and will be starting framing soon. House #61 is still in the design phase and the committee will continue working with the Building Trades department to finalize design and budget. All three working groups met prior to the last Property Committee meeting and will report their discussions to the committee at the next scheduled meeting which is 9/26/2024. Campus projects completed = parking lots sealed/striped, dust collection system up and running, new paint mixing room was installed, welding building repairs were completed by Facilities, electrical buildings were expanded, and we now have 100 new electrical first year students. It was also reported that 50% of the Wellsville programs were on waitlist this summer. Committee goals for 2024-25 will be finalized at the next meeting.

Public Relations (Ryan Miller, Chair) – The committee has updated the calendar for press releases this year and approved the goals for 2024-2025. The September press release will be coming soon for the introductions of new board members and recognitions of former board members. Committee will be taking new pictures of the newly sold houses for the press release schedule for October. Committee will continue to work on the photo gallery.

Scholarship (Kishan Zuber, Chair) – No report. The first meeting of the year is scheduled for October 10th. George Goetschius mentioned scheduling a separate meeting with Danielle White and Mary Perkins regarding updates on the descriptions for non-tuition scholarships.

College Report:

Dr. Steven Mauro, President – A small ribbon cutting ceremony will be planned for the new/expanded Electrical lab. The design for Truck & Diesel expansion is continuing with and the Property Committee is managing progress. The Infrastructure Project is wrapping up and the entire loop road should be open by the end of October. The $50-60 million Science building renovation is starting soon (January) so the construction fence will be installed, and the remaining offices/employees will be relocated in the next several weeks. Enrollment is up with 3,562 total students. Work is still being done with micro credentials (T&D, clean energies in Northland, etc.). And the Alfred State just received a $5 million unrestricted donation, and the Executive Leadership Team is working on a plan for how to best utilize it.

New Business:

New Procedures:

- Property Committee's Approval of House Budget – procedure was reviewed and clarifying questions were asked and answered. **Motion:** Casey Joyce made a motion to approve the new procedure as presented; Brad Smith seconded the motion. All in favor, motion carried.
- Campus Lease Square Footage Approval – procedure was reviewed and clarifying questions were asked and answered. **Motion:** Casey Joyce made a motion to approve

the new procedure as presented; Ryan Miller seconded the motion. All in favor, motion carried.

- Expenditure of Entertainment/Good Will Budget Items – procedure was reviewed and note was made that there is not any money allocated under this budget line for this budget year and some allocation will be taken out of the Board Discretionary line item and put into this new line item. **Motion:** David Haggstrom made a motion to approve the new procedure as presented; George Goetschius seconded the motion. All in favor, motion carried.
- Moving Budget Allocations Between Budget Lines – procedure was reviewed and a discussion was had about needing a monetary limit and more clarification for moving between line items versus between categories (Capital Projects). The By-Laws Committee will take this procedure back to review and update at their next meeting.
- Payroll & Invoice Approval Process for Walker Business Services – procedure was reviewed and clarifying questions were asked and answered. **Motion:** Brad Smith made a motion to approve the new procedure as presented; Ryan Miller seconded the motion. All in favor, motion carried.

Pay Rate for Operations Manager – **Motion:** The Audit & Finance Committee made a recommendation for the Operations Manager's pay rate to be $20.50 effective July 1, 2024; Casey Joyce seconded the motion. All in favor, motion carried.

Property Committee – September 26, 2024

A discussion was had regarding the usage of grant funds for updates that are made to the campus. If a material gift is received (equipment, tools, etc.) then they need to be appraised and added in when calculating depreciation. This topic will be brough up at the next Audit & Finance Committee meeting to discuss the process.

Foundation Student Projects:

- House #59 – Progress pictures shared. The garage foundation is almost complete; the porch will be poured in 2-3 weeks. Approx. 2/3 of the exterior and interior walls have been framed; the garage framing and ceiling joists will be installed next week. They are expecting the sheeting to be on the roof by Thanksgiving. Budget: $110,150.27 of the $305,862.58 (including lot cost of $16,450) has been spent so far and the department believes they are on budget since most of the high cost items have already been purchased (i.e. radiant heat, concrete, more than half of the framing materials)
- House #60 (Alfred) – Two designs have been proposed by the Building Trades department for the Property Committee to consider. #1 (Lake House) is estimated to have a higher cost per square foot. The square footage would be approx. 3,300 with both floors finished. There is one error in the floor plans as is that would need to be corrected. #2 (Farmhouse) is approx. 1,645 square feet without the bonus room. The estimated cost per square foot would be comparable to house #59. A long discussion was had about what modifications could be made to the floor plans/designs to lower/raise costs and which house would have a higher likelihood of selling quickly. **Motion:** Craig Clark made to approve the design for the Farmhouse and forward to the Full Board for review and approval; David Haggstrom seconded the motion. All in favor, motion carried. Tim Rohrer made mention of timeline and proposed taking to the

Engineer/Architect as soon as possible so a permit could be pulled in April with the foundation starting in the Spring.

Working Group Reports:

- Proctor Road/Trapping Brook Road Development – Greg Barr from Hunt was not able to attend the meeting but gave a progress report to Casey Joyce afterward. Hunt made a recommendation for surveys that need to be done as soon as possible to continue progress. The working group discussed the survey needs and decided that the land survey would be done as soon as possible, and the environmental survey would be put on hold until Hunt and the working group could meet about the specific needs and parameters for the environmental survey. Casey Joyce will send a PO request to George Goetschius for the land survey (cost has already been included in this year's budget). The annexation is still running into problems and Hunt is still communicating with the town and village. A meeting may be necessary with all parties to finalize.
- Master Plan – Jeff Stevens, Casey Joyce, Jon Nickerson and George Goetschius met to review the current buildings square footage and maintenance needs to forward to Hunt. A quote will be requested with this information for the maintenance software. Hunt gave a rough estimate of $30,000.
- Undeveloped Property Management – A few committee members went on a tour of the properties on 9/20 and another tour may be arranged if more members are interested. Possible land options were mentioned: Riverview Heights in Wellsville and others in Alfred. Jeff Stevens will be invited to the next working group meeting to present these possibilities.

The working groups will meet again in October.

Wellsville Campus Projects:

Campus Maintenance Projects – the dust collection system is completed and the fire alarms were tied in. Electrical 3 interior updates have been completed. The bathroom partitions are on their way for Welding 3 and then that will be complete. The fire escapes were inspected and passed apart from minor updates that will be completed (paint/bolts). Senior Auto was updated with new paint storage where the old faculty offices were and a new faculty office space was added with interior upgrades. The bridge between WFD and HVAC was previously inspected and did not pass; a quote will be obtained to re-install the bridge properly (no redesign or major structural work is needed). Culinary hoods were inspected per annual fire code regulations and some electrical upgrades will be made. SAT students made repairs to the Heavy Equipment Operations 1 building roof along with the back shed.

Old Business:

- The committee reviewed the goals from 2023 – 2024 further and decided that no changes needed to be made. **Motion:** Jeff Stevens made a motion to roll over the goals

to this year and approve as is; Kristopher Green seconded the motion. All in favor, motion carried.

- House #57 – During the septic tank inspection it was found that the tank was not full and couldn't be properly tested. Further investigation found a bad seam which makes the tank defective. The vendor will be providing a new tank today. The cost for installing the tank is minimal (equipment and fill). The second septic tank test is scheduled for the end of October.
- House #58 – Passed the septic tank inspection and will be receiving money from escrow soon. Punch list items are still being completed.
- Property #61 Sale – The buyers have recommitted verbally so the sale is moving forward to complete paperwork.

New Business:

- Truck & Diesel Expansion – Building plans were presented to the committee following a meeting with Hunt and Alfred State representative from both campuses. The 9,000 sq ft addition will require changes to the entrance to campus, involving the flow of traffic into the parking lot and the loss of a few spaces. Three new doors will be included in the addition and two in the existing building; the bay size will increase from 15' to 20'. A new overhead crane will be added that goes along the entire building. A fire suppression system will be installed. Grants and funding have been raised to aid in the purchase of the overhead crane, dyno machine, scan tools ($83,000) and simulators for HEO.
- Jon Nickerson had done a routine campus inspection for maintenance issues and noticed that there is no yellow line break on the road at the main entrance. Jon will look into the town supervisor correcting this.

By-Laws Committee – October 8, 2024

Old Business:

Board Vacancy – George Goetschius will reach out to Mike Ronan to see if he would be interested in filling our friend of the college vacancy.

Procedures for review and approval

- Moving of Budget Allocation Between Line Items – The procedure as written last meeting was reviewed in more detail after the board reviewed and determined it needed more clarification. Multiple options were discussed by the committee, such as, creating a separate procedure for capital projects/house items, adding a dollar amount for different situations and/or committees, and adding a percentage for variances above and below a quoted cost instead of a dollar threshold. Some clarification that was determined to be needed is which budget is being referred to as we have multiple "budgets" (overall ACES budget that the board uses, "sub-budgets" for each committee, and the capital projects/maintenance projects budget that the SAT Dean uses). The committee decided that the current policy would be used for the full board's ACES budget and a second procedure would be drafted for the property committee's sub-budget.

Continuation of the review of Operations Manual – The committee started reviewing the Operations Manual and discussed the following:

- Under Article IV - should a threshold for a minimum number of active members be added? The committee decided this was not necessary at this time.
- Under Article VII, Section 2 (Staff Positions, Operations Manager) – remove the name "Wellsville Accountant" and replace it with staff member in the SAT Dean's office responsible for the day-to-day expenditures. Add reference to the Operations Manager's job description in Part III (Job Descriptions).

Scholarship Committee – October 10, 2024

Scholarship Report Review:

Fall 2024 Enrollment Report – Kishan Zuber provided the committee with the following update:

- New and transfer student enrollment is down from 1,469 students in Fall 2023 to 1,326 this Fall 2024; expecting 1,408 next Fall 2025.
- Northland campus enrollment has increased 7.7%.
- SAT enrollment has increased by 8% (Fall 2024 1,043; Fall 2023 963; Fall 2022 938; Fall 2021 867; Fall 2020 825).
- Total enrollment for ASC has increased 1% over the last year (3,524 → 3,562).
- 93% of all ASC students received a total of $46 million in financial aid last year
- 98% of new first year students received a total of $16 million in aid

2023-2024 Final Report – minor changes from the March report (see attachment); $263,000 was awarded for the Excellence in Education scholarship.

2024-2025 Scholarship Report – Kishan Zuber provided the committee with the following facts:

- $34,343.20 is available for the Excellence in Education tuition scholarship this coming Spring 2025. $150,656.80 has been awarded to students for the current Fall 2024 semester.
- The Scholarship committee has requested $150,000 for the Fall 2024 from the Ed Foundation to pay for scholarships that have already been awarded.
- The Excellence in Education scholarship is being fazed out and transitioning to Pioneer and Scholars awards; the funds were moved around to other awards to support students.
- Smaller awards will be granted to more students instead of larger awards for fewer students.
- Total scholarship spending increased by 13%.

New Business:

Goals for 2024-2025 – The goals from last year were reviewed and the committee discussed adding in the duty of periodically reviewing scholarship MOUs and criteria to goals #3. The updated goals are shown below. **Motion:** George Goetschius made a motion to approve the

goals for this year with the updated #3 as reads “Respond to campus inquiries regarding scholarships at Alfred State College and periodically review scholarship MOUs and annual reports.”; John Sadowski seconded the motion. All in favor, motion carried.

Scholarship Amendments

- An amendment of the agreement language regarding what the scholarship can be applied to was recommended and discussed. The new language should read “non-tuition expenses” in order to avoid affecting the Excelsior scholarship that will only be applied to tuition after all other forms of grants/scholarship are applied. **Motion:** George Goetschius made a motion to recommend to the full board to amend the agreement language to “non-tuition expenses only” for the 4 Ed Foundation scholarships (Ed Foundation Unrestricted Fund, Sigma Tau Epsilon Endowed Scholarship, Eugene Jacobs Memorial Endowed Scholarship and Lawrence “Bud” McCarthy Endowed Scholarship); John Sadowski seconded the motion. All in favor, motion carried.

Transitioning to the Development Fund

- The option to transition all Ed Foundation scholarship funds to the Development Fund, housed within Institutional Advancement, was discussed. The benefits of doing so are the ability of tracking the scholarships and awardees in IA’s scholarship database, streamlining the process and making it more consistent (paper trail), all scholarships would be housed in one place and all scholarships would be labeled as Ed Foundation so students will be aware of where the scholarship is coming from which gives the greater opportunity for recognition. By moving the money to the Development Fund instead of writing a check to the College, the money can be tracked as a donation which can be leveraged when speaking with other possible donors.
- The committee will have the opportunity to review and update the guidelines of each scholarship so they can be standardized and include specific student parameters in the agreement. Mary Perkins offered to share a starting point with George to help with this.

Audit & Finance Committee – October 17, 2024

Budget Reports:

- Operating Revenues – As of 10/16, there is $499,606.91 in the checking account. As of 9/30, there is $1,224,545.04 in the Sage Rutty investment account with $8,495.24 in cash available. An invoice requesting the lease payment was just sent and we received the final square footage approvals and confirmations from the state. Our contract is for $2.15 per square foot.
- Operating Budget (see attachments)
    - Project #16522 – paving/sealing of parking lots was paid with SUNY funds; bathroom renovations, exterior building paint and doors/windows will be funded through external grants.
    - Project #16517 (Elect #) – was funded (less $6,000) with SUNY Transformational Funds; funds provided by the state for expanding programs
    - Sarah will add a column on the report for grant money used for the projects

    - Project #16523 (Bul Lab) – new furniture was provided by SUNY so other updates were made to insulation, paint, HVAC split system, and flooring that was installed by students. This classroom space will be used by Auto students to work on electrical components (alternators, etc.).
    - Project #16524 (Paint Booth) – a new paint storage and mixing room were installed and the faculty office was moved and updated; cost of lighting, flooring and new paint for office.
    - A total of $40,193.28 has been used out of the $235,000 budget.
    - Truck & Deisel Expansion – Hunt Engineering is owed $46,000 to date for design work; Jeff has asked them to start billing monthly to keep track of progress going forward.
- Unusual Account Expenditures – none to report.

New Business:

- Goals for 2024-2025 – last year's goals were reviewed and the need for adding a goal for reviewing new leases was discussed and determined to be covered in goal #5. **Motion:** George Goetschius made a motion approve the goals for this year with the amendment of goal #5 reading "… or sale for all Educational Foundation properties with consideration…"; Spencer Peavey seconded the motion. All in favor, motion carried.
- Appraising & depreciating grant funded equipment/projects
    - When the Ed Foundation is gifted anything (assets, tools, equipment, etc.) it should be appraised, or the monetary value of the donation should be counted and added as an asset of the Ed Foundation and depreciated on record.
    - The committee discussed the possibility of needing a procedure for tracking gifts/donations.
    - The committee discussed the possibility of needing an "in care of" insurance policy for equipment/items owned by SUNY, student owned project items/tools, etc. to cover any damages/theft.
    - Ryan LaBrozzi was able to add that a physical asset that is owned by SUNY will be replaced by SUNY since they are self-insured. Student tools/property is most likely to be covered under the Ed Foundation's insurance.
    - The committee discussed writing a policy to share with students telling them of their liability and our insurance policies concerning tools/property left on campus.

Old Business:

Status of Workforce Development Building – completed.

Board of Directors – October 17, 2024

Bonadio & Co. Audit Presentation:

Bonadio & Co. Audit Presentation – See attachment for audit results as of June 30, 2024. No adjustments were needed and all transactions were recorded in the appropriate period. The Independent Auditor's Report shows the un-modified opinion that we passed the audit. The financial highlights are as follows:

- 5-year trend of cash has increased $50,000 (+$294,000)

- Investments are up; took out $92,000, but gained $175,000
- Properties #58 and #59 were most of the cost
- Book loss of $25,000 on the sales of houses #57 and #58 was recorded, but not in the 23-24 year
- Revenue (estimate): in kind activity – SUNY receiving in excess of charge (lease) and $20,000 in auto sales recorded

Introduction of New Board Members - Amy Bennett (Friend of College, COO of Northern Lights Candles) and Spencer Peavey (Faculty - Professional, AVP of Student & Employee Affairs) were given an opportunity to introduce themselves to the board and each board member introduced themselves in return.

Audit & Finance (J. Sadowski) – As of 10/16 there is $499,606.91 in the checking account and as of 9/30 there is $1,224,545.04 in the Sage Rutty investment account with $8,495.24 in cash. The Operating Budget was reviewed and a total of $40,193.28 out of the $235,000 budgeted has been spent to date on capital projects/maintenance. The lease payment has been requested by invoice and should be received soon. 2024-2025 goals were updated and approved.

By-Laws (V. Nixon) – The committee has scheduled extra meetings to continue its review of the Operations Manual and updating procedures.

Property (C. Joyce) – House #59: garage foundation almost complete, 2/3 of the framing is done, the roof is expected by Thanksgiving, and the project is on budget as most high-cost items have already been purchased. The budget has been updated by Jeff and Sarah and is being reviewed at each committee meeting. House #60: two designs were reviewed and the committee approved of the Farmhouse design that will have a similar cost per square foot to House #59 ($129.00/sf) and will be recommending to the board for approval under New Business. Proctor Road Working Group met and is working with Hunt on survey needs and annexation progress (a meeting will be scheduled with Hunt, the village members, property committee members, etc.). Master Plan Working Group met and got an estimate of $30,000 from Hunt for the building maintenance software program; finalized building list and square footage list was sent to Hunt to get a detailed quote. Undeveloped Property Working Group met and some members toured all the Ed Foundation properties; possible properties available in Wellsville and Alfred will continue to be discussed at the next meeting. Campus Projects: dust collection system is done, freshman electrical is done and in use, paint storage and new office space is done and in use and WFD/HVAC bridge needs work to secure and Jon/Jeff are getting engineering quotes. House #57: septic tank test failed because of a faulty seam on the tank, but the tank was under warranty and a new one was brought to replace it; low cost of new fill was the only expense of this. House #58: passed the septic tank test and the escrow money should be coming soon; some punch list items are still ongoing. Truck & Diesel Expansion: the design of the 9,000 sq ft expansion was shared featuring a new overhead crane, new entrance and parking lot flow changes.

Public Relations (R. Miller) – Reviewed and updated calendar of events. The September press release for new board members was sent out (can be found on ASC website's Ed Foundation page). Committee requesting new picture of John Sadowski for webpage for Sec/Treasurer appointment. The press release for the house sales is coming soon.

Scholarship (K. Zuber) – The Fall 2024 enrollment report (total enrollment up 1%; up 8% in SAT) and the finalized scholarship report was given. $150,000 was awarded in scholarships for the Fall 2024 semester which leave $30,000 for the Spring 2025 semester. The Excellence in Education scholarships are down to $40,000 and are winding down to transition to the Pioneer Scholarships which are merit for SAT students. The endowment scholarships located in the Development Fund have amended language of “non-tuition expenses only” to not impact students’ Excelsior awards (Sigma Tau Epsilon, Ed Foundation Unrestricted Fund, Lawrence “Bud” McCarthy Endowed and Eugene Jacobs Memorial Endowed) that will be brough to the board for approval under New Business. The committee discussed the possibility of moving total scholarship budget funds to the Development Fund (Institutional Advancement) for more recognition of donation and named scholarships; this would not affect ACES’ process and would help the board with tracking scholarships and awardees as well as help the College leverage the donation with other donors for overall contributions.

College Report: Dr. Steven Mauro, President – The infrastructure project is almost completed (end of November). The ~$60 million Agriculture Science project has begun. The total enrollment is 3,562 students this Fall which is approx. back to pre-COVID numbers; SAMET and SAS has decreased 10% each in enrollment and SAT has increased 20% to even it out. 50% of SAT programs were waitlisted this Fall. The ribbon cutting ceremony was held for the new electrical lab. Truck & Diesel expansion design for phase one is almost complete and funding is in place – a $2 million ARC Power grant was received to help contribute. Updated signage can be found around the Wellsville Campus; should some Ed Foundation signs be created and displayed? Space design conversations were had and an idea for the Betty Brown property was discussed to make into student space.

Old Business: Moving Budget Allocations Between Budget Lines Procedure – By-Laws Committee still in progress of editing.

New Business:

Motion: The Scholarship Committee made a motion to the full board to approve the new language for the endowed scholarship to read “non-tuition expenses only”; John Sadowski seconded the motion. All in favor, motion carried.

Motion: The Property Committee made a motion to the full board to approve the farmhouse design for House #60 and purchase the blueprints to create a detailed budget and design; John Sadowski seconded the motion. All in favor, motion carried.

Motion: The Scholarship Committee made a motion to the full board to approve using the Development Fund for the large scholarship contribution; Casey Joyce seconded the motion. All in favor, motion carried.

By-Laws Committee – November 12, 2024

Old Business:

- Board Vacancy

    - Friend of the College – 2 positions expiring at the end of this year. 1 ongoing vacancy is still open; no update on possible candidate.
- Procedures for review and approval
    - Moving of Budget Allocation Between Line Items (see attachment) – the first paragraph is referring to the full Ed Foundation (ACES) budget; the second paragraph is referring to the Property Committee sub-budget and moving money between project lines at the Dean's/committee's discretion. The purpose of this procedure is to be able to track where the money is moving from and moving to and to use all budgeted monies each year. In the past, the property committee worked off of a priority list and set certain projects with set money allotment that couldn't be changed after overall approval of the budget. The by-laws committee is suggesting to go back to using the priority list to make the approval process of moving budget allocations between line items more of a formality. A suggestion of creating an aggregated cap to help expend money and complete projects timely and only get approvals once cap is reached. Jeff anticipated that this procedure would demand an extra 1-2 special meetings for approvals. The committee decided to create an extra budget line within the property sub-budget labeled "capitalized maintenance projects" with a specific dollar amount for smaller projects to avoid having to move money from the maintenance budget to capital budget more often. **Motion:** George Goetschius made a motion to approve the Moving Budget Allocation Between Line Items with these updates effective next budget year; Kristopher Green seconded the motion. All in favor, motion carried to the full board for approval.
- Continuation of the review of Operations Manual
    - Article VIII, Section 1: rename Board of Director Meetings and add meetings section under Article IX for committees
    - Quorum: the committee discussed changing to the majority of voting members and the possibility of excluding vacancies. The committee agreed on changing to voting members but holding off on setting a minimum number regardless of vacancies and will discuss further at the next meeting.
    - Val will clean up voting wordage and add Roberts rules to Article IX.
    - Val will fix the Executive Session procedures for specifics and voting after the fact.
    - George is adding Jonna Anne (her position) as an ex-officio member of the Audit & Finance Committee.
    - Article IX, Section 3 – non-director committee members term is one year and will be voted on at the annual meeting each year.
    - Article IX, Section 6 – the annual reports are done by the Operations Manager with consultation of the committee chairs
    - Article X, Section 3 – add known exception of donated vehicles
    - Article X, Section 4 – "…copy of the audit shall be distributed to all full board members."
    - Article XI – remove absentee ballot option

Property Committee – November 21, 2024

Foundation Student Projects:

House #59 – all framework is completed, windows are set, permanent electric is set, temporary steps and doors are going in now, lock installation will be done by Thanksgiving and clean-up of the grounds except for the scaffolding will be done by Christmas break. University Police is doing regular drive-byes nightly, over the weekends and during breaks. Gas hookup application needs to be in by May to complete by the Fall of 2025. Still on track for expected completion Spring 2026 and currently expended $123,922 out of the $289,415 budget.

House #60 – house plans have been approved and Building Trades will now purchase them and send to an Architect for review and revision. Will apply for the permit in early Spring 25 before starting on foundation with an expected completion date of May. Building Trades will provide the committee with a detailed budget to approve by March. Tim Rohrer is retiring at the end of the upcoming Spring 2025 semester and Ron Jacobson has been shadowing him this semester and is interested in taking Tim's place heading up the house projects and joining the property committee. Ron will be invited to committee meetings starting in the Spring (Feb), as well as the Proctor Rd and Undeveloped Property working groups.

Working Group Reports:

The working groups have not met since the last committee meeting. All of the working groups will have a meeting scheduled for the beginning of December. Proctor Road = W 12/4 at 3:30; Master Plan = W 12/4 at 4:00pm; Undeveloped Property = T 12/2. George and Jeff will finalize the purchase order for the land survey for Proctor Road.

Wellsville Campus Projects:

Campus Maintenance Projects – project walk throughs of the Annex and quotes being obtained that are using SUNY Transformational Funds. HEO 2 leak repairs done. Students started up all of the furnaces and Facilities made minor repairs where necessary. Bridge = lowered to a single walkway so it can be used; waiting on engineering firm to finalize plan and provide quotes; not sure if the foundation or SUNY is paying for the repairs. The culinary building is having electrical problems and is in need of a larger electric service (currently at 400 amps); not sure who would pay for the upgraded service.

Old Business:

House #58 – All punch list items are completed except for the following two. One = the well water has a strong smell and taste of sulfur and the softener system is not going to be enough to fix it. Root came out and did a water and hardness test and found that the well is safe, but the water has a lot of minerals and the smell and taste will not go away with more use. Root is suggesting a water conditioning system ($5,000) be put in behind the softener system. The buyers are asking if the foundation will pay for half of the cost ($2,500). Two = there is mold on the rafters in the basement that had been there during construction and has spread. Dan

Warner came out to consult and said we need a mold remediation plan and spot and air tests done. All Spar Home Solutions went into the house and collected samples and did air checks and found that the mold is moving and will need to be sprayed and insulation will need to be replaced along the perimeter. An estimate of $600 - $800 was given for the tests. Currently waiting on test results before Dan can make a mold remediation plan and provide price. The committee agreed that the foundation should cover the cost of the mold issue, but depending on the cost will consider contributing to the water issue.

House #57 & #58 – both have passes septic tank and well tests and we should expect to receive the escrow payments soon. Approx. $7,500 and $12,000 expected.

Property #61 Sale update – Drafting purchase agreement now but will need a new land survey completed before sale can be finalized. Property does not need an address because the buyers do not want to build.

New Business:

Truck & Diesel Executive Summary – Phase 1 = building shell and crane. Phase 2 = lab space, bathrooms, floor work and space utilization. Expected completion of August 2026 to start using Fall 2026. Once complete the building will be turned over to the Ed Foundation to maintain. A committee of capital construction, ed foundation and SAT representatives will be made to choose a contractor and do regular progress meetings. The committee may create a T&D working group to manage.

Public Relations Committee – December 5, 2024

Calendar Review:

Press Releases for 2024-2025 (checkmark when complete):

- ✓ September 2024 – New board members, New Secretary/Treasurer, Operations Manager and Recognitions of past members
- October 2024 – House Sales (#57 & #58) and Groundbreaking of House #59
- Paul needs to meet with Jeff Stevens to finalize the article for the sales of Houses #57 and #58. Paul already has pictures of both houses and will publish the article after students leave campus/roughly January.
- November 2024 – Auto Wreck/Rebuild
- Paul is meeting with a student next Tuesday to interview and make the focus of the article. Paul is planning to publish it in December.
- February 2025 – Peer Tutoring
- April 2025 – Scholarship Awards
- Paul will need to meet with Kishan before drafting and publishing this article.
- May 2025 – Chamber of Commerce window (not press release)

- June/July 2025 – Skills USA

Possible Future Press Releases:

- Development of property from Town of Wellsville – Property Committee is still working with the town, village and lawyers to finalize property development needs before construction can begin.
- Senior Plumbing Lab equipment
- Truck & Diesel Expansion – Paul is planning on a separate article for this in collaboration with ASC as it affects both entities and will highlight the major gifts campaign and fundraising.
- Shipping container project

Old Business: John Sadowski's picture has been added to the website as the new Secretary/Treasurer.

New Business:

ASC will have a new website before the Fall of 2025 and the location of the Ed Foundation page will need to be discussed. Some updates to the page moving forward should be to add a link to the Ed Foundation History and to remove the mention of a college council member being on our board.

Heavy Equipment Operations students helped with clean up after the flooding earlier this year, but the Ed Foundation was not involved so no press release will come from us.

Property Committee – December 12, 2024

Foundation Student Projects:

House #59 – To date $153,293 has been spent out of the $305,863 budget. The house is completely dried now with the windows installed. Mechanicals will be started first thing in the Spring. Jeff has asked faculty to add flooring for the students to complete to help with house closing as it has caused lending issues for the buyers.

House #60 – Jeff is procuring the prints for the approved Farmhouse design now and has requested the final budget from Building Trades by February 28th.

Wellsville Campus Projects:

Campus Maintenance Projects – Jeff met with a contractor today to get a quote for the PSU bathroom remodels that were budgeted for this year. The $8,000 quote is for time and materials for the "face lift" items (no mechanical updates needed). There is no update on the bridge at this time. The town barn project is meeting benchmarks.

Working Group Reports:

Proctor Road – Hunt completed the land survey, and the committee asked questions about the needs for the environmental survey and agreed to approve by line item to start in the Spring ($13,000 PO). Casey spoke with Hunt and the Village about scheduling a stakeholders meeting between the Ed Foundation, town, village and Hunt to figure out the annexation and get the development moving along. The driveway installation phases, infrastructure and water looping needs will be discussed during this meeting, as well.

Master Plan – Hunt received the square footage and building lists from the committee and will review to decide what needs to be checked in each building to get a detailed quote. Jeff will meet with Facilities and the building departments to review/update for usage needs and let Hunt know of any long-term building plans.

Undeveloped Property Management – Multiple properties and opportunities were discussed. 1. Stannards: 17 lots that are located behind Riverview are available and Jeff and Craig will continue to meet with the area foundation about purchasing the lots as we build on them vs all at once and fair market value of the land. 2. Wellsville: property behind the elementary school with road access and infrastructure already in place; George is reaching out to landowner with interest to purchase. 3. Alfred: AU has offered us an 11 acre lot by the water tower that the working group thinks may not be the best for building; the committee is interested in their Clearview lane properties and will possibly attend one of their upcoming meetings to discuss. 4. Moland Road: The college has asked the board to purchase a 20 acre lot in Alfred that is adjacent to the Betty Brown property to use the buildings for academic programs. We will own the property and add it to the lease. The college will provide the funds and pay for renovations and daily maintenance needs. The working group is recommending to the committee to approve and forward along to the board. **Motion:** Craig Clark made a motion to recommend to the full board the acquisition of the 1472 Moland Road property for Alfred State College with a starting price range of $299,000 to $310,000 and approval for the Board President and the College President to increase the price range if mutually agreed upon; David Haggstrom seconded the motion. All in favor, motion carried to the full board for review and approval. A special meeting of the board will be had to discuss and vote on this matter. 5. An opportunity to lease property by the farm for solar panel use was discussed but ultimately decided it would jeopardize the farm space and organic status. George will tell the landman that this property is not feasible for this, but we would be interested in other opportunities.

Old Business:

House #58 – The mold that was tested is not dangerous and the air quality is good. Jeff will work on getting multiples quotes for the necessary remediation of the mold. The water conditioner was installed and the buyers are still asking for the Ed Foundation to pay for half. Jeff communicated that we are waiting on the quote/outcome of the mold remediation before deciding on action for the water.

Property #61 Sale – still in process.

New Business:

House #60 - A potential buyer approached Jeff and would like us to consider letting them “pre-buy” the house. Since we do not have a final budget yet, we are unsure of what amount to ask for a down payment. The potential buyers work at the College and Jeff is very confident that they would be good candidates for a pre-buy option. With the committees blessing, Jeff would speak with the potential buyers and get any blueprint changes they request to the Architect when getting the final prints. **Motion:** Craig Clark made a motion to grant approval to Jeffrey Stevens to work with the potential buyers on house #60 and move forward with the planning; Bradley Smith seconded the motion. All in favor, motion carried.

Board of Directors Special Meeting – December 18, 2024

This special meeting was requested by the Property Committee to discuss the possible acquisition of the 1472 Moland Road property. President Steven Mauro sent an executive summary to the Ed Foundation with a request to aid in the acquisition of this property to be used for expanding academic program needs. Alfred State is not able to easily purchase property, and this opportunity will not last long, so the College is requesting the Ed Foundation purchase this property with funds provided and add it onto the lease. The College will be responsible for any cost of renovation and daily maintenance.

A resolution with each board member’s vote is needed. No contingencies will be added. The property is located in Alfred Station.

Motion: The Property Committee made a motion to the full board to approve the acquisition of the 1472 Moland Road property for Alfred State College with a starting price range of $299,000 to $310,000 and approval for the Board President and the College President to increase the price range if mutually agreed upon; Spencer Peavey seconded the motion. All in favor, motion carried.

Audit & Finance Committee – January 16, 2025

Budget Reports:

Operating Revenues – As of 1/16/25, the checking account balance is $408,244.54 and the Sage Rutty investment account balance is $1,898,645.58 with $60,780.54 cash available. Since the last report, the checking account balance decreased by approximately $90,000 and the investment account increased by $650,000. These changes are due to receiving the lease payment and then moving the previously agreed upon amount over to Sage Rutty. We just received the final escrow payment of $12,500 from one of the recently sold houses and expect to get the remaining $7,500 from the other very soon.

Operating Budget – no report

Unusual Account Expenditures – none to report

New Business:

Appraising & depreciating grant funded equipment/projects – Ryan LaBrozzi has set a meeting for Jeff Stevens, Peter McClain, Tim Sortore and any other necessary participants to discuss new procedures and how best to track when we surplus old equipment/vehicles owned by Alfred State College on Ed Foundation property. Conversations on appraising and depreciating assets are ongoing.

Old Business:

- Wellsville Campus Projects – Jeff Stevens has added a column for grant funded projects to the budget report as previously spoken of. The old bookstore classroom is being renovated into high flex classroom space using mostly grant money for technology/equipment. This new classroom can be utilized by multiple programs. The report now has 'CMP' (Capitalized Maintenance Projects) noted by each relevant project name. The Annex building renovation process has started to create Electrical 3 – currently waiting on abatement to be completed and to confirm a contractor with an expected completion date in May. Truck and Disel planning is still in progress and Hunt was on campus recently for a site walkthrough. Our insurance company will be on campus in September and it was mentioned to speak with them about tracking needs for equipment that is owned by the State but on our property; Ryan LaBrozzi confirmed that the state would be responsible for loss of assets within the buildings and will make sure this is reflected in the new lease contract.
- Property Updates:
    - House #58 – mold was found in the basement and is thought to have come from the lumber during building. The mold has been tested and found to not be dangerous or spreading, but remediation is necessary. Jeff Stevens is in the process of getting multiple quotes for the remediation, but the testing did cost $800.
    - House #59 – on budget with $164,290 of the $305,865 budget. Jeff Stevens and Sarah Moline (Wellsville accountant) have been cleaning up the summary categories and sub-categories for the house budget report to be able to show budgeted estimates.
    - House #60 – plans have been purchased and the Building Trades department is working on the budget and alterations. A potential buyer has come forward and the Property Committee has agreed to include them in some aspects of the process and consider minor modifications to the plans. Will be breaking ground in September.
    - Barber Lane Lot – the abstract has been called out for the sale of this property.

Board of Directors – January 16, 2025

Audit & Finance (G. Goetschius for J. Sadowski) – As of 1/16/2025, the checking account balance is $408, 244.54 and the Sage Rutty investment account balance is $1,898,645.58 with $60,780.54 in cash available. The approx. $650,000 increase in the investment account is due to the lease payment and then moving the previously agreed amount from the checking

account. The committee has been having discussions about depreciating and evaluating grant funded projects and will continue discussions between ASC and the Ed Foundation.

By-Laws (G. Goetschius for V. Nixon) – The last committee meeting was on November 12th and our next will be the beginning of February. We will continue the work on updating the Operations Manual/By-Laws and hope to be finished for final review and board approval this May. The committee finalized the revision of the budget line procedure that will be discussed and voted on during Old Business.

Property (C. Joyce) – House #59 is roughly half way through the budget and has been dried in and ready to start mechanicals in the Spring. The committee is discussing adding flooring to house projects going forward to help buyers avoid funding issues that not having the flooring installed creates. House #60 has a potential buyer that came forward and Jeff Stevens is keeping them appraised of progress and letting them make requests about the plans. The plans for the approved house have been purchased and the Building Trades department is working on alterations and budgeting that is due March 1st. The town barn project is still ongoing and good lab experience for the students. Hunt has done a land survey for Proctor Road and working with committee on any necessary environmental surveys. Casey Joyce is scheduling a stakeholders meeting to discuss the completion of the annexation and finalize a list of needs such as roadways that will be needed. The annexation of Proctor Road will allow for smaller lots which will increase the number of houses that can be built on the property. The Master Plan working group has sent square footage and building lists to Hunt for them to finalize quote on their maintenance/project software. The Undeveloped Property working group has recently discussed multiple property opportunities to fill the timing gap between Clearview and Proctor Road projects. The Stannards property has 17 lots owned by an Estate that we are looking into; A Wellsville property near the elementary school is about 30 acres with utilities already installed; Alfred University has offered us an 11 acre lot near the water tower that we are not interested in, but we are hopeful to talk with them about other property opportunities they own; A solar development company approached us about leasing land by the Farm in Alfred, but we declined due to negative interference with the farm's use. House #58 buyers found mold in the basement that was tested and found to not be dangerous but needs remediation. We are getting quotes from multiple companies to complete the mold remediation plan. A purchase offer for the 1472 Molland Road property has been accepted by the seller. The offer was $306,500 with a deposit of $5,000; a tentative closing date of the end of February/beginning of March is contingent on the seller finding a new property to purchase.

Public Relations (R. Miller) – We have updated the webpages with new pictures. The Auto Wreck/Rebuild article has been published and we have pictures ready to go for the next article about the house sales that we will be finalizing with Jeff Stevens. Alfred State will be getting a new website soon so we will start discussing how we will fit into that. Jeff Stevens mentioned finding old scrapbooks with pictures of old house builds that everyone is welcome to seeing in the Zero Energy Home. The possibility of adding a slide show of Wreck/Rebuild cars before and after photos to the webpage to help advertise efforts was discussed and the committee will look into this.

Scholarship (K. Zuber) – No new report; next meeting is in February.

College Report: Dr. Steven Mauro, President – ASC is meeting and exceeding metrics for recruitment; applications for the Fall 2025 are up 11%, deposits for Fall 2025 are up 50%. Enrollment college wide is up 9%; retention is up 3.5%; from Fall 2024 to Spring 2025 registration increased 1.5% and employment satisfaction survey increase by 7% in overall satisfaction. The Molland Road property will help add space for academic needs (house) and the land has potential for future development. Electrical 3 renovation is moving along now and hope to be started this Spring. Truck and Diesel will be going out to bid soon to find contractor. More improved signage will be coming soon to the Wellsville Campus. Space development has been a hot topic lately and ASC is working on getting the practice football field turfed and is in the middle of a few engineering studies for properties for academic and student engagement. ASC is taking over management of The Jet on July 1st. It will be used as an additional lab space for the Culinary program which will help being able to bring in more students. Currently planning on how to utilize with various academic departments (Architecture, Interior Design, Business, Marketing, Building Trades, etc.)

Old Business: Moving Budget Allocations Between Budget Lines Procedure – The revised procedure was reviewed. **Motion:** The By-Laws Committee made a recommendation to the board to approve the procedure as presented today; Casey Joyce 2nd the motion. All in favor, motion carried.

Property Committee – February 6, 2025

Foundation Student Projects:

House #59 – The rough plumbing is in progress and the rough electrical is going very well. The propane tank outside is installed with temporary heat inside now. The building trades department believes they are on track for the 6-week inspection. The shingles are being delivered tomorrow and the siding has been ordered and stone picked out. Jeff Stevens has shown property to a potential buyer. As of February 4th, they have spent $166,450 out of the $305,863 budget. The building trades department is hoping to put the septic tank in this Spring and approx. $15,000 has been spent for the well drilling. They are still expecting a Spring 2026 completion date and will need to apply for the gas by the end of the semester to meet the deadline.

House #60 – The building trades department is waiting on the revisions to the blueprint for the Farmhouse design and are working on the material lists and pricing for the budget. They plan to have this done for the next Property Committee meeting to get approvals. They have a goal of starting to frame in September and use ICF for insulation. They plan on adding a steel I-beam to do sheet rock instead of following the original blueprint. The potential buyers are still interested and had only minor asks to modify the design that were approved by Jeff Stevens and the building trades department first.

House #57 – George will be dropping off the escrow check for this house sale to Rose Cook tomorrow.

A discussion about correct square footage was had and Tim Rohrer noted he will get the exact square footage for the lease payment.

Wellsville Campus Projects:

Campus Maintenance Projects – We just received the bill from Hunt for $74,491 from the Truck & Disel expansion. $23,360 will be expended to Hunt for the Proctor Road environmental surveys. Pioneer Student Union's men's bathroom was just renovated. It has been noted that the Culinary Arts building needs a new fire alarm system (estimated $32,000), hood inspections and overall a large electrical service. Jeff Stevens will be meeting with Culinary Arts department next week to talk about budget requests and is working on the hood inspections (new fans) and has received quotes from ACES. Jon Nickerson and Facilities will work on creating a plan and cost estimate for upgrading the electrical service in the Culinary Arts building. Jon Nickerson noted that the salt shortage is real and they are currently waiting on 3 truckloads.

Working Group Reports:

Proctor Road – Environmental surveys are happening now. Underground utility designs are in progress between Hunt and Public Works. The stakeholders meeting will be scheduled for the end of February to continue discussions about the Annexation. We are expecting a price on the design work from Hunt soon and we will meet and review it.

Master Plan – We are expecting a proposal cost from Hunt in the next few weeks then we will meet to review it and make a recommendation to the board.

Undeveloped Property Management – An agenda item under New Business was added to discuss this. The Molland Road property that was purchased for ASC academic use is on track to close at the end of the month.

Old Business:

House #58 – Jeff Stevens received three quotes for the mold remediation. Clean Plus (local company) gave the lowest quote of $4,000 for the required remediation and an additional $2,000 for the encapsulation. The committee spoke about the possibility of paying the required $4,000 remediation and leaving it up to the homeowners to pay for the additional expense of encapsulation. It was noted that they requested we pay half of the water conditional system cost ($2,500). **Motion:** Craig Clark made a motion to approve Clean Plus to do the mold remediation and encapsulation for $6,000 and not contribute to the water conditioning unit costs; George Goetschius seconded the motion. All in favor, motion carried.

Barber Lane Property Sale – A $500 deposit from the buyer has been received. The abstract was ordered Jan 9th and the contract was signed and is with the lawyer now. George Goetschius is going to sign the contract on Tuesday.

Town Barn Project – The electricians are there working now; after the inspection they will be moving on to drywall. The work and our commitment are expected to end at the end of the semester.

New Business:

Chenunda Drive Building Lots (Stannards) – Jeff Stevens toured the property and lots and wants to take the building trades department to do a walkthrough. The Area Foundation is asking $20,000-$25,000 for all 17 lots. We are expecting a decision to be made in March.

Outside Reservations – A discussion was had about the liability of renting out the buildings on the Wellsville Campus to outside organizations/people. The insurance company noted that we could use ACES' standard contract as a guide and figure out cost to college for cleanup. This conversation started when the Wellsville high school contacted Ryan LaBrozzi about renting out PSU for their prom. The committee came to the conclusion that we need to add to the new lease agreement that ASC can sub-lease to outside entities for events, so the Ed Foundation does not need to do rental agreements or make adjustments to the insurance policy.

Truck & Diesel Expansion – A pre-bid meeting was held and they are currently looking for a staging area. ASC does not need anything from the Ed Foundation at this time to move forward.

Public Relations – February 17, 2025

Calendar Review:

Press Releases for 2024-2025 (checkmark when complete):

- ✓ September 2024 – New board members, New Secretary/Treasurer, Operations Manager and Recognitions of past members
- October 2024 – House Sales (#57 & #58)
    - Paul needs to meet with Jeff Stevens in the next 6 weeks to finalize this article.
- ✓ November 2024 – Auto Wreck/Rebuild
    - This article was published on December 19, 2024.
- February 2025 – Peer Tutoring
    - Paul will be reaching out to Casey Cowburn to discuss this article.
- April 2025 – Scholarship Awards
    - Paul will work with Kishan Zuber on the details of this article.
- May 2025 – Chamber of Commerce window (not press release)
    - The window has been reserved for May 1 – May 15 and Samantha will work on gathering display materials and setting up the window. Some new ideas to consider: a display for the new Farmhouse design for House #60 and a display for the HEO work done in the community.
- June/July 2025 – Skills USA
- Skills USA is scheduled for Tuesday, March 4th and an article will follow later.

Possible Future Press Releases:

- Development of property from Town of Wellsville – Proctor Road project: more information will be coming after their stakeholders meeting that is schedule for late February.
- Senior Plumbing Lab equipment
- Truck & Diesel Expansion
- Shipping container project

Old Business: Ryan Miller asked other committee members look over the Ed Foundation website to check for errors.

New Business:

- ASC will have a new website before the Fall of 2025 and the location of the Ed Foundation page will need to be discussed. Some updates to the page moving forward should be to add a link to the Ed Foundation History and to remove the mention of a college council member being on our board.
- A brief discussion was had about adding a press release about the groundbreaking of House #60.
- Budget Request for 2025-2026: The committee discussed the current budget and did not find a need for any increase. **Motion:** George Goetschius made a motion to request the same amount for the next budget cycle at $750; Brad Smith seconded the motion. All in favor, motion carried.
- Jeff Stevens, Ryan Miller and staff from the Marketing/Communications office will be going around this summer to get pictures of old student builds for the website and display in the Zero Energy Home. Jeff will reach out to homeowners first for approval.

Audit & Finance Committee – February 20, 2025

Budget Reports:

Operating Revenues – As of January 31st, there is $1,928,032.68 in our Sage Rutty investment account with $60,784 available in cash. As of February 19th, there is $291,914.82 in our Community Bank checking account. We have recently received the $7,500 remaining from escrow from House #57 and the $16,742 from the sale of the Barber Lane property that was meant to be House #61.

Operating Budget/Wellsville Campus Capital Record Update (2/20) – Maintenance has expended $21,645 out of their $69,000 budget and Jeff Stevens will work with ASC Facilities team about how to use the remaining funds for smaller projects. The budget report has been updated to note which lines are “Capitalized Maintenance Projects” so we can track depreciation which helps with more cashflow. The Truck & Diesel Expansion has gone out to bid and we have received 2 general contractor quotes and 4 sub-contractor quotes. The ASC Capital Construction team is working on adjusting the bid as needed. We have received and paid the invoice for phase one ($75,000). Line 16522: PSU men’s bathroom was renovated over break and Freshman Auto will be next. Line 16530: $4,490 has been expended for the surveys for Proctor Road development so far. Jeff Stevens has meet with his faculty to determine needs

for the upcoming budget requests. Hunt's deferred maintenance list will help with planning projects in place of the working list of to-dos for the Wellsville Campus, if approved.

Unusual Account Expenditures – None to report.

New Business:

Budget requests for 2025 – 2026 are due to this committee before our schedule budget review meeting on March 27th.

It was noted that the square footage for next year's lease should be finalized soon after working with Peter McClain.

Old Business:

Wellsville Campus Projects – The following needs to be addressed soon: fire alarm system issues, the conditioning units in the Culinary Arts building, the hood system upgrades in the Culinary Arts building, and the roof repairs are ongoing. We have used grant funding to upgrade the heating in Freshmen Electrical. The abatement in the new Senior Electrical is starting soon and is being managed by the ASC Capital Construction team.

Property Updates:

- House #58 – Jeff Stevens spoke with the homeowners, and they have decided to forgo the encapsulation and have the Ed Foundation contribute half of the cost for the water conditioning system ($2,500). The mold remediation will be starting soon ($4,000).
- House #59 – Jeff Stevens reported that the build is on budget and the mechanicals are being done now.
- House #60 – Faculty are finishing up the budget estimates to present to the Property Committee at their next meeting. The interested buyer for this property is still on board and waiting for our cost estimate.
- Barber Lane Lot – As mentioned in the budget report, the sale for this lot has been finalized and payment received.

Appraising & depreciating grant funded equipment/projects – The meeting between Ryan LaBrozzi, Jeff Stevens and other necessary parties has not happened yet. The committee noted that it would be helpful to meet with the insurance agent when they come to campus around September.

Board of Directors – February 20, 2025

Audit & Finance (J. Sadowski) – As of January 31st, we have $1,928,032.68 in the Sage Rutty investment account with $60,784.53 available in cash. Last year at this time we had $1,080,600 in the investment account. As of February 19th, we have $291,914.82 in the Community Bank checking account. We recently received the remaining $7,500 escrow payment from the sale of House #57 and the $16,742 from the sale of the Barber Lane property that was meant to be

House #61. Budget requests for 2025 – 2026 are due to the committee before our budget review meeting scheduled for March 27th.

By-Laws (V. Nixon) – Both of our scheduled meetings in February were cancelled due to scheduling issues. Our next meeting is March 11, 2025, at 4pm to continue reviewing the Operations Manual.

Property (C. Joyce) – House #59 is on budget and on track for Spring 2026 completion; shingles and siding have been ordered, and the plumbing and electrical work is in progress now. House #60's budget is being completed by the Building Trades faculty now to present to the Property committee for approval at our next meeting. Foundation work for House #60 will start this Spring and the potential buyer is still interested and waiting on cost estimates. Lot #61/Barber Lane property sale is final. The students are now working on electrical then will move onto drywall at the Town Barn; expected completion at the end of the semester. House #58's mold remediation quotes were reviewed and a local company was chosen to complete the work ($4,000). Overall, the capital budget is on track. The working groups have not met recently as we are waiting on information from Hunt. One of the several properties we are reviewing is the Chenunda drive lots in Stannards. The Allegany County Area Foundation has requested a decent price for the lots available on approx. 7 acres. We continue to work with Hunt on the Proctor Road development and our stakeholders meeting is scheduled for March 7th at 3pm. The next meeting is March 6, 2025, at 4:30pm.

Public Relations (R. Miller) – The Auto Wreck/Rebuild article was published in December and the Peer Tutoring article will be coming up next. Ryan Miller and Paul Welker will be reaching out to Jeff Stevens about the possibility of doing an article about the work being done on the Town Barn project. The committee would like someone from Marketing (Paul Welker) at the groundbreaking for House #60 to get pictures and information for an article or note on the website. The committee has completed their budget request and will forward that information to Audit & Finance. The next meeting is April 7, 2025, at 4pm.

Scholarship (K. Zuber) – No report at this time. Our next meeting is scheduled for February 27th.

College Report: Dr. Steven Mauro, President – Overall enrollment from the Spring 2024 to this Spring 2025 semester has increased by 42 students. The retention from Fall 2024 to Spring 2025 has increased 2.7%. Fall 2025 applications are over 1,000 (approx. 10,000 total) and deposits have increased by 169 students (41.1%) compared to Fall 2024. There are currently 210 students in Northland this Spring which is the highest enrollment so far. ASC is working on space utilization for students and completing different studies to find new spaces for growing programs. Some areas in question are the use of 10 Elm, the covering of the pool in Orvis, and the new turf for the practice football field above the Document Center. The Truck & Diesel expansion is expected to be completed by the Fall 2026 and is in the bid process now. The abatement for the new Senior Electrical building is starting soon before renovations can begin. We have 70 deposits for Fall 2025 so far for the electrical program, so the new space is definitely needed! ASC is working on an LPN program that will be coming soon, and an Applied Biology degree will be going for approval soon. The Ag Science building is in renovations now and the Pioneer Center will start renovations soon.

Scholarship Committee – February 27, 2025

Scholarship Report Review:

Spring 2025 Enrollment Report – Kishan Zuber provided the committee with the following update:

- Overall spring enrollment is up 1% (42 students) and retention is up 2.27%; Fall 2025 accepts are up 205 students compared to Fall 2024.

2024-2025 Final Scholarship Report – minor differences from the October projections; the Excellence in Education and Academic Distinction awards are being phased out. Going forward, every two-year student will get an award that will vary monetarily but be called the Pioneer Awards. For the 3-year comparison, total support is increased from $3,775,824 (22-23) to $4,474,471 (24-25). There was a 10% spend increase due to the increase in enrollment; $56,560 year-over-year tuition revenue increase.

Scholarship Types – Kishan provided specific criteria for the scholarships being phased out and the others we support more often. All scholarships are for non-tuition costs to help supplement grants and other monies specifically used toward tuition. The Vocational Excellence Scholarship is for our SAT students and the Pioneer Awards are for any two-year students at ASC. The Ed Foundation contributions touch nearly 1,000 students.

Old Business:

Transition to Development Fund – Previously, the decision was made to route our contribution through the Dev Fund/Institutional Advancement to increase recognition of the Ed Foundation's supports. This will go into effect for next year's scholarships ($175,000). George Goetschius will continue working with Mary Perkins to finalize the updates to our MOUs with the correct wording and procedures.

New Business:

Budget Request for 2026 – 2027 Recruiting Year – A discussion was had about increasing the budget request from $175,000 to $185,000 or $190,000 due to increased enrollment and costs. The committee decided to request $185,000, an increase of $10,000, to match the amount approved for 24-25.

Motion: George Goetschius made a motion to approve the budget request of $185,000 for the 2026-2027 scholarship recruitment year to be forwarded to the Audit & Finance Committee; Jennie Thwing seconded the motion. All in favor, motion carried.

By-Laws Committee – March 11, 2025

New Business: 2025 – 2026 Budget Request – This committee does not have a budget the work with, so no request is needed.

Old Business:

Board Vacancy

- Friend of the College – 2 positions expiring at the end of this year. 1 ongoing vacancy is still open: no new inquiries or possibilities for filling the vacancy.

Procedures for review and approval – no new procedures to review at this time.

Continuation of the review of the Operations Manual

- The committee hopes to finish reviewing the operations manual to present to the board at their next meeting on April 17th for voting and approval at the annual May meeting. Part One of the OM is the By-Laws and Part Two focuses on the committees' responsibilities. Part One will be ready to present to the board at the April meeting.
- Article VIII, Section 3: quorum vs voting minimums. A discussion was had about how many directors must be present for a quorum and how many total votes should be necessary to vote on business regardless of quorum. Casey Joyce suggested changing the language to "active voting members" to not include the current vacancies in the calculations of either. It was decided that a quorum will be the majority of voting directors, excluding vacancies.
- Article VIII, Section 3A: "An act of the board must be approved by majority of active voting directors, excluding vacancies." This was corrected to show that a majority of voting directors are needed to pass a vote on business, not a majority of the current quorum at any given meeting.

- Article VIII, Section 5: We are a 501C3 non-profit organization, therefore we are not obligated to follow the law/rules of the open public meetings. The committee decided to not list specific reasons for the board or committees to go into Executive Session as they are allowed to enter into one for any reason they deem fit.
- Article IX, Section 7: Samantha will double check that the most updated version of this section is added to the OM.
- Part Two, Scholarship Committee: This committee discussed the need for an annual report from Institutional Advancement for our various scholarships and contributions. The Scholarship Committee will be responsible for requesting such a report from IA to review at their October meeting.
- Part Two, Public Relations Committee: This committee discussed the need for all press releases to be sent to the PR Chair with the Operations Manager and President to be copied for proofing before publication. The PR committee is also responsible for regularly checking and updating the website.
- We will pick up with the Property Committee section in Part Two at our next meeting.

Property Committee – March 13, 2025

Foundation Student Projects:

House #59 – Some of the roof has been installed already, most of the electric work is complete and the overhead plumbing is finished. The roof, insulation and drywall are expected to be completed by the end of the semester. As of 3/6/25, $177,909.55 has been expended from the $305,862.58 budget. The Building Trades department is confident they will stay on budget since almost all of the larger cost items have already been purchased.

House #60 – The Building Trades department has provided a proposed budget of $344,470 with the lot cost of $16,450 to make a total budget of $360,920. The budget for this home is higher than our previous homes due to the higher cost of the design compared to the ranch styles and the cost of materials being higher at this time (especially concrete). There is a risk of the cost increasing by as much as 20% due to the possible tariffs on timber and steel. The department is looking into pre-buying some of the lumber and other materials that may be affected. If it does increase by a significant amount this may cause us to not finish certain parts of the home (basement) or downgrade countertops or decrease number of windows, but there is not much leeway with the design as is. The HVAC system has been designed with the assumption that we cannot use a gas hookup. The committee discussed the possibility of a re-design and determined it would push back the timing of the project and negatively impact the students. The committee discussed that we would only consider a cut off on price point if we feel we cannot sell the home for what it cost to build. Jeff Stevens has run this proposed budget by the potential buyer and they are still interested. Any upgrades above the proposed budget will be the responsibility of the buyer. The Audit & Finance Committee will need to look at cashflow and down payment options for the potential buyer to help cover costs of both home projects.
Motion: Jon Nickerson made a motion to approve the proposed budget of $360,920.01 for House #60 and forward it along to the full board for approval; David Haggstrom seconded the motion. All in favor, motion carried.

Town Barn Project – The electrical team is 95% complete on the shop side and the office side has been roughed in. The drywall on the office side will start soon and the shop break room cabinets are being installed now. Plumbing fixtures will be ordered for installation this semester.

Wellsville Campus Projects:

Campus Maintenance Projects – The Fire Marshall did their walkthrough this week. Jon Nickerson has met with Hunt about the WDC bridge and determined that the structure itself is fine, but it was never properly attached. Some recent repairs to campus include the lights in Senior Auto, the ceiling tiles in Senior Electric and the bathroom in Freshman Auto. A broken and frozen septic line was found in HEO2 building and repaired. The Wellsville Campus is responsible for about ¼ of the work order totals (110 as of this week) and a few Facilities staff have been here over Spring Break to complete some work orders.

Working Group Reports:

Proctor Road – Survey work is being completed and should be wrapped up in the next few weeks. The stakeholders meeting was last week and a discussion was had about the Annexation to fix the lot zoning. The town attorney is drafting a resolution to get before the board for approval and is estimated to be done by mid-summer. George Goetschius will be getting a resolution for full board approval at our next board meeting on 4/17 to get to the town attorney. A motion will be needed at our next property committee meeting on 4/3 to recommend to the full board.

Master Plan – Hunt has sent the formal quote for the Building Conditions Survey that includes three options for the working group to review and make a recommendation to the committee.

Undeveloped Property Management – Cheunda Drive lots update will be brought up in New Business.

Old Business:

- House #58 – The homeowner declined the additional $2,000 work on the mold remediation and opted for the money toward the water conditioning unit. A check for both has been sent to them. The mold remediation was started last week and the home inspector double checked progress and the homeowner is happy.
- Barber Lane (Lot #61) Property Sale – The sale for this has been finalized and the check received by ACES.
- Chenunda Drive Building Lots – Faculty visited the site for feasibility for construction in the flood zone and determined there is room for a few houses on the south side. The north side is mostly in the flood plane and may be sold with the houses. Craig Clark confirmed that the Area Foundation wants $20,000 - $25,000 for all lots. The committee discussed which property would be used for the next house project and it was determined that these lots would be the best option until Proctor Road can be finalized. **Motion:** Jon Nickerson made a motion to recommend to the full board the purchase of the Chenunda Drive lots from the Allegany Area Foundation at a range of $20,000 to $25,000; Kristopher Green seconded the motion. All in favor, motion carried.

New Business:

2025 – 2026 Budget Request

- Non-Capital/Maintenance = $30,000 (Facilities) and $7,000 for the fire alarm
- CMP (Capitalized Maintenance Projects) used to be under the maintenance budget but now moved under capital to track and encumber.
- $320,000 total budget proposed is $10,000 more than the 2024-2025 budget
- Line 11 for $50,000 for Proctor Road is an estimate of the continuation of development costs, but the building conditions survey is an extra from Hunt for the Wellsville campus. The committee discussed the need to add an additional special line item to budget for the survey if we believe we want to do it. The committee agreed that we should have a list of back up projects on hand if the budgeted items are not able to get completed. This list will not be shared beyond the property committee. Further discussion was had about

the need to add another special line item for the purchase of the Chenunda Drive lots. **Motion:** David Haggstrom made a motion to approve the 2025-2026 budget request with the addition of line 12 for Hunt's building conditions survey and line 13 for the Chenunda Drive lot purchase to make a total budget request of $381,500; Kristopher Green seconded the motion. All in favor, motion carried.

Audit & Finance Committee (Budget Meeting) – March 27, 2025

Budget Reports:

Operating Revenues – The checking account balance is $160,654.11. The Sage Rutty investment account balance is $1,880,934 with $62,673.18 in cash.

Operating Budget – no report.

Unusual Account Expenditures – no report.

New Business:

2025 – 2026 Budget Requests – the following notes were made about the proposed budget for next year:

- The lease payment will be increasing approximately $30,000 due to the additional square footage.
- A bid for a new insurance agency will be coming soon. This year's actual insurance cost increased and an additional 5% increase was added to the proposed budget.
- Line 50-685 is not used anymore so will be removed.
- Line 50-686 for the real estate taxes was increase because all Wellsville taxes are being increased (water, sewer, etc.)
- Line 50-176 for the wreck rebuild is cumulative YTD
- ACES has added a 3% increase to their fee for next year as per the terms; a new contract will need to be drawn next year.
- Line 80-668 for legal expenses was decreased for next year. Higher cost this year was in anticipation of selling two houses.
- Line 80-689 for miscellaneous shows the gains from the sale of the Barber Lane property. This line will show the expense of setting up the scholarship, if needed.
- Capital lines – no Truck & Deisel funds budgeted for next year; will need to reach out to College President and/or Ryan LaBrozzi for better idea of when the remainder of the $300,000 will be asked for to complete design work for Phase II. The Hunt Building Conditions Survey that Property is budgeting for is not capitalizable so moved to Maintenance line. Jeff Stevens has created CMP lines to move projects out of the maintenance budget that can and should be capitalized. The survey for the Culinary Arts building electrical will be moved to non-capital.
- Support for Campus Projects – We received the following requests: $7,500 for Peer Tutoring, $8,000 for Skills USA, $2,000 for Hog Wild Day and will budget the same $2,500 for the Board's discretionary line.

- 2026 – 2027 Scholarship Funding Request – The Scholarship Committee is requesting $185,000. A discussion was had about how to find the funding to support this request. It was mentioned that the Board might need to pass a new motion raising the funding cap on scholarships.

Property Committee – April 3, 2025

Foundation Student Projects:

House #59 – The roof is complete. The plumbing and electrical are done and waiting on inspection. The insulation and drywall are being installed now. The well drillers will be coming in the next few weeks and the septic tank will be done as soon as possible. A comment was made about ensuring the well is flushed/used often to avoid the sulfur issues we have had in the past from the well sitting dormant for an extended period of time. The house is still on track with the budget.

House #60 – The foundation will be poured this semester. It was asked if the work needed to wait until the budget for the house is approved by the board and the committee agreed that it does not as we do not want to hold up the work and negatively impact the students in the Fall. A discussion was had about pre-buying certain materials to help avoid additional costs that may be coming soon. Tim Rohrer and Ron Jacobson agreed that they will be pre-buying the steel now and doing the concrete in the next few weeks. They noted that if there is room to store more materials (i.e. lumber) then they would pre-buy more. Jeff Stevens mentioned securing them a space to store extra materials. Ron Jacobson is contacting local vendors to get estimates to pre-buy now. Tim Rohrer, Ron Jacobson, Jeff Stevens and other building trades faculty will be meeting with the Heavy Equipment faculty and potential homebuyers to decide location of the house, driveway, well and septic. A discussion will be had about the drive coming off of Moland Rd vs Clearview Rd. The final decision of placements will be up to the faculty, but the potential buyers will be able to voice their opinions/wants. A note was made that the potential buyers will need to be kept in mind when plan adjustments come up and price changes occur. A final estimate of $350,000 to $400,000 will be given to the potential buyers to give them an accurate idea of cost and gauge their continued interest.

Wellsville Campus Projects:

Campus Maintenance Projects – The Electrical 3 project is ongoing with the electricians working in there now and the HVAC team coming in right after. Jeff Stevens is working on obtaining quotes for the bathroom renovations in Freshmen Auto. DI cleanouts have begun. Faculty are finishing the shipping container lab space for students to start using in the Fall.

Working Group Reports:

Proctor Road – Not met since last report. A motion for the Annexation will be discussed under New Business.

Master Plan – Met and reviewed the HUNT Building Conditions Survey and available options, costs and campus needs with Greg Barr. The working group is recommending to the committee to go with Option 1 for $24,000. HUNT's team will come to campus and go into each building on our list and give us a list of what needs to be worked on within the next 5 years with an estimate of cost. We will get access to their online platform to be able to review, schedule work and plan projects. We will also have the ability to mark items complete and add our own projects. Pictures will be included with each item, and we will have the capability of adding documents to each item. A note was made by Ryan LaBrozzi that this will be essential in helping plan out projects and finding other funding sources (i.e. grants). **Motion:** George Goetschius made a motion to approve Option 1 of the HUNT Building Conditions Survey for $24,000 with the expectation that the Property Committee's 2025-2026 budget request will be approved; Jeff Stevens seconded the motion. All in favor, motion carried.

Undeveloped Property Management – Not met since last report. An update on the Chenunda Drive lots will be discussed under Old Business.

Old Business:

Chenunda Drive Building Lots – Jeff Stevens, Craig Clark and the Area Foundation are working on the purchase of these lots. 20 acres of the land (unwanted by the Ed Foundation) were sold separately. The SAT faculty are interested in these lots for the next house project(s). Jeff Stevens informed the committee that there is approximately $24,000 left in this year's budget from work that HUNT is doing that will not be spent and can be used to purchase these lots. This money will need to be moved to a new line item per new policy. **Motion:** David Haggstrom made a motion to utilize the unspent money in this year's budget that was allocated to HUNT to put in a purchase offer to the Area Foundation for the Chenunda Drive/"Moogan" property with the expectation that the full board will approve the purchase of the property; George Goetschius seconded the motion. All in favor, motion carried.

New Business:

Back-up Projects List – At our previous meeting it was suggested that we keep a list of potential projects to fall back on if our budgeted projects fall through. Jeff Stevens gave two potential projects to be on this list: the shipping container lab and the shipping and receiving building updates (roof). This discussion of back-up projects led to a larger discussion about the budget request for next year. With the motion to use remaining funds from this budget year to purchase the Chenunda property that was originally proposed for next year, we have room in the budget for changes. The special budget line for Chenunda was removed and two lines were added under capital: $10,000 for the shipping container lab and $25,000 for the shipping and receiving building updates. The line for the HUNT Building Conditions Survey was reduced to the approved $24,000. The new budget request for next year is now $379,000 ($2,500 less). A note was made about the miscellaneous line item in this year's budget that shows the profit from the sale of the Barber Lane property. If a scholarship must be set up from this sale, then that will show as an expense in the same line. **Motion:** Jeff Stevens made a motion to approve the revised 2025 – 2026 budget request of $379,000 to the Audit & Finance Committee; Ryan LaBrozzi seconded the motion. All in favor, motion carried.

Proctor Road Resolution Motion – A motion is needed to move along to the full board for the annexation of this property for zoning purposes. **Motion:** George Goetschius made a motion to recommend to the full board that the Ed Foundation formally request the Proctor Road property be annexed into the village; David Haggstrom seconded the motion. All in favor, motion carried.

Truck & Diesel Expansion Update – This project was re-bid due to grant requirements and the results have been received. LeChase has bid for the General Contractor role and several other companies have bid for sub-contractor roles. The overall cost of the project is #3,388,000 with the crane alternates included. A pre-construction kick-off meeting will be held on April 14th. There is an 8–12-month lead-time for the prefabricated building. Ryan LaBrozzi noted that it is unknown at this time when the remainder of the $300,000 seed money will be requested. Phase I is expected to be completed by Fall 2026.

By-Laws Committee – April 10, 2025

Old Business:

Board Vacancy

- Friend of the College – Two positions are expiring at the end of this year: Geralyn Gough and Valerie Nixon. Geralyn Gough has chosen not to renew her term, but has made a recommendation for a replacement that is an ASC Alumni. Valerie Nixon will be renewing her term.

Procedures for review and approval – no new procedures to review at this time.

Continuation of the review of the Operations Manual

- Valerie Nixon will present the proposed changes to the full board at the April 17th meeting for review so the board can vote at the May meeting. Valerie expressed her appreciation to the committee for their hard work in reviewing the entire Operations Manual over the last year and a half.
- Part II, C, Property Committee: the list of responsibilities was updated to reflect the current duties the committee is performing, along with some new inventory listings recommended by the President.
- Part V: A new section was added and titled Annual Audit Procedures. This section will have the ACES statement previously shown under the Audit & Finance Committee responsibilities in Part Two.
- Part III, Job Descriptions: Samantha will review and update the Operations Manager duties as necessary. A new duty will be added to note that committee chairs and officers can request additional duties within the scope of the position.
- Part IV: the titles of sections a and b will be updated to indicate the former is for small-scale requests and the latter is for large-scale requests.
- Part V: the definition of the house fund was updated to avoid the misconception of it being a separate account than the operations fund. The first bullet under the Operation Fund was copied to the Audit & Finance's committee responsibilities in Part Two. The first bullet under the House Construction Fund was copied to the Property's committee responsibilities in Part Two.

- Part IX: All dates/semesters were removed from the house sale timeline. All open house procedures were removed from this part, as well. A note was made that all pre-sale offers will be reviewed on a case by case basis.
- Article V, Section 1,E: A discussion was had regarding the voting privileges of the President's designee. It was ultimately decided that the President's designee will not have the right to vote. Notification will need to be made before each meeting if a designee is appointed.
- The articles labeled board meetings and committees were split into three sections to include the new section titled meetings. These changes were made to account for the distinctions within the board of directors' meetings, the overall policies for meetings and the committee's responsibilities.
- George Goetschius initiated a discussion regarding the need for a formal performance review process for the Operations Manager. Samantha volunteered to create a performance plan encompassing the duties of the position to be used for an annual review.

Audit & Finance Committee – April 17, 2025

Budget Reports:

- Operating Revenues – The checking account balance as of 4/16/2025 is $145,494.86. The Sage Rutty investment account balance as of 3/31/2025 is $1,867,935.68 with $62,674.47 available in cash.
- Operating Budget – no report.
- Unusual Account Expenditures – no report.

New Business:

2025 – 2026 Budget – A discussion was had regarding the expected $300,000 cost for finishing House #59 and starting House #60 and how that affects the increased budget requests. A comment was made about holding off on the increases until we receive the new lease payment, but it was noted that the $1,000 for Peer Tutoring is for this year and the $10,000 for Scholarship is not until 26/27 budget year. **Motion:** John Sadowski made a motion to approve the $1,000 increase for Peer Tutoring and recommend to the board to deny the $10,000 increase for Scholarship for 26/27; Rose Cook seconded the motion. Further discussion was had about countering the request for Scholarship or holding it at the $175,000 with the option to increase it later on in the budget year when numbers are more firm. **Amended Motion:** John Sadowski made a motion to approve the $1,000 for Peer Tutoring and recommend to the board to postpone the approval of $185,000 for Scholarship but guarantee the $175,000 for 2026/2027 with the option to increase up to the $10,000 request during the 2026-2027 fiscal year; Jeff Stevens seconded the motion. All in favor, motion carried. A discussion will be had about a new cap for the Scholarship Award once overall cash flow is increased. **Motion:** Jeff Stevens made a motion to recommend the 2025-2026 budget to the full board for review and approval; George Goetschius seconded the motion. All in favor, motion carried.

Truck & Diesel Expansion – It was confirmed that the remainder of the $300,000 seed money would be requested from us during the 2026-2027 budget year.

Operations Manager Pay Rate Increase – **Motion:** George Goetschius made a motion to enter Executive Session; Rose Cook seconded the motion. **Motion:** John Sadowski made a motion to exit Executive Session; Jeff Stevens seconded the motion. **Motion:** George Goetschius made a motion to recommend to the full board an increase of 3% for the hourly pay rate of the Operations Manager effective July 1, 2025; Rose Cook seconded the motion. All in favor, motion carried.

Old Business:

Wellsville Campus Projects – no report.

House #60 – The groundbreaking is beginning now, and the potential buyer is still interested after given new estimate of $350,000 - $400,000. House #59 – On target with completion and budget. Jeff Stevens is working on getting signs for both houses and the new Molland Rd property created and printed to display.

Appraising & depreciating grant funded equipment/projects – no report; discussion to continue later.

Board of Directors – April 17, 2025

Audit & Finance (J. Sadowski) – The Community Bank checking account balance as of 4/16/25 is $145,494.86. The Sage Rutty investment account balance as of 3/31/25 is $1,867.935.68 with $62,674.47 available in cash. The committee has finalized the budget recommendations for 2025-2026 and will be recommending a pay increase for the Operations Manager that will both be discussed under New Business. Our last meeting of the year is scheduled for 5/15/2025.

By-Laws (V. Nixon) – The committee has met multiple times this year to review and make updates to the By-Laws and Operations Manual. These updates will be presented under New Business for the board to review and vote on at our next board meeting on 5/15/25. Next meeting is scheduled for Fall 2025.

Property (C. Joyce) – House #59 is on schedule for completion and on track with the budget. Work is in progress on the insulation and drywall and the well and septic installations are beginning soon. House #60 now has a set budget for $360,920.01. This is the highest to date due to material costs. The Town Barn project is wrapping up and students will be done with their work at the end of the semester. The Electrical 3 project is ongoing with the HVAC and electrical work in progress now. The bathroom renovations for Freshman Auto are beginning soon. HUNT's Building Conditions Survey helps with strategic planning for the campus for maintenance and capital projects. This $24,000 expense has been added to the 2025-26 budget. The stakeholders for the Proctor Road development met to discuss progress updates and coordinate efforts for the Annexation into the village in order to utilize their zoning requirements to build more houses on smaller lot sizes. The need for a resolution regarding the annexation will be discussed under New Business.

Public Relations (R. Miller) – The committee has one more meeting scheduled for this year on 4/28/25. We are on track with all of the press releases this year. The Operations Manager has requested a new sign be made advertising the groundbreaking for House #60 that will be

displayed in the Chamber of Commerce Window in Wellsville from 5/1 – 5/15. The committee is working with Jeff Stevens to create and display signs for House #59, House #60 and the Molland Road property on location.

Scholarship (K. Zuber) – No report. Next meeting is scheduled for Fall 2025.

College Report: Dr. Steven Mauro, President – The President discussed an indirect "ripple" from the Federal executive orders affecting higher education (international students, grant funding losses, DEI changes, financial aid). Enrollment for the Fall 2025 has increased by 190 students (1176 new deposits). The college is waiting on final state-level approvals to take over management of The Jet in June. It will then be closed for cleaning and renovations will begin on the basement for classroom space for the Culinary Arts students. It will be reopened to the public with a more limited menu. A groundbreaking event for the Truck & Diesel expansion has been scheduled for May 5th at 2pm. The President noted that the remainder of the $300,000 seed money for design work will not be requested until the 2026-27 year. The bulk of the work in Electrical 3 will be completed by the end of the semester. The 40-million-dollar Agriculture Science renovation is on target. The 13-million-dollar Pioneer Center renovation will begin this Fall and feature more student space and mechanical upgrades along with a new ACES food option. The newly purchased Molland Road property's studio space will be used by the Building Construction students this Fall. The Heavy Equipment Operations students are there now creating a parking lot and some cosmetic cleanups to the house are coming. The President noted that 30 million dollars has been raised in grants and donations toward programs and the Truck & Diesel expansion project.

New Business:

By-Laws Committee's Operations Manual Revisions – Valerie Nixon went through each update to the Operations Manual and gave the board a chance to ask any questions. It was noted that the By-Laws Committee modified and updated all titles, added in previously approved procedures, updated the committee's responsibilities, removed any policies no longer being followed, and moved some language to more appropriate sections. On the cover page, it has been updated to reflect that the By-Laws Committee will perform a review at least every 5 years, but committees are able to review their sections as they see necessary. The Operations Manager will provide a fully updated version of the Operations Manual with final formatting changes to the board to vote on at the next meeting on 5/15.

Proctor Road Annexation Resolution – The majority of this property is located in the Town and subject to town zoning requirements. In order to maximize the number of building lots the property must be annexed into the village. The Town and Village agreed that they will need to receive a formal resolution from the board in order to move forward with the annexation. Once this is received, it is expected that the annexation will be completed by the end of summer. **Motion:** The Property Committee made a motion to the full board to approve the annexation of the Proctor Road Development into the Village; John Sadowski seconded the motion. The resolution was passed with a vote of 8 to 0.

Chenunda Drive/ "Moogan Property" Lots – The Allegany County Area Foundation offered to sell these lots to the Ed Foundation to be used to build more houses. It was noted that not all of the property is buildable due to flooding zones, but at least three houses could be built. No

additional funds are needed to purchase this property as the Property Committee will utilize the money leftover in this year's budget. **Motion:** The Property Committee made a motion to approve the purchase of the Chenunda Drive/Moogan Property Lots at a range of $20,000 to $25,000; John Sadowski seconded the motion. The resolution was passed with a vote of 8 to 0.

Proposed 2025-2026 Budget Review - John Sadowski presented the proposed budget for next fiscal year. He noted that there was a 5% increase for insurance and a request for a $1,000 increase for Peer Tutoring support. There is no money set aside for the Truck & Disel expansion project next year because the remainder of the seed money will be requested in the 2026-27 budget year. **Motion:** John Sadowski made a motion to enter Executive Session; Casey Joyce seconded the motion. **Motion:** Bradley Smith made a motion to exit Executive Session; George Goetschius seconded the motion. **Motion:** Bradley Smith made a motion to approve a 3% increase to the Operations Manager hours pay rate effective July 1, 2025; Casey Joyce seconded the motion. All in favor, motion carried. The board was asked to review the proposed budget for 2025-26 as presented and prepare to vote on it at the next meeting on 5/15.

2026-2027 Scholarship Funding Request – The Audit & Finance Committee made a recommendation to the board to approve the $175,000 for the 26/27 Scholarship Award but place a hold on the additional $10,000 request to be decided during that budget year.

House #60 Budget – The Building Trades faculty presented the Property Committee with a proposed budget of $360,920.01 for this house project, which includes the lot cost of $16,450. It was noted that this higher budget is due to material costs and the faculty are pre-buying and storing the materials they can now to help avoid even higher costs. The foundation will be completed by the end of this semester. The potential buyer is still interested after they were given the newest estimate of $350,000 to $400,000, but no pre-buy option has been offered yet and that discussion will continue this Fall. **Motion:** The Property Committee made a motion to the full board to approve the budget for House #60 at $360,920.01; John Sadowski seconded the motion. All in favor, motion carried.

Public Relations Committee – April 28, 2025

Calendar Review: (checkmark when completed)

- ✓ September 2024 – New board members, New Secretary/Treasurer, Operations Manager and Recognitions of past members
    - This article was published on September 20, 2024.
- October 2024 – House Sales (#57 & #58)
    - Paul Welker will be meeting with Jeff Stevens this week finalize an article encompassing the sales of House #57 and #58, the progress of House #59 and the groundbreaking of House #60. It is expected to be published in May.
- ✓ November 2024 – Auto Wreck/Rebuild
    - This article was published on December 19, 2024.
- ✓ February 2025 – Peer Tutoring
    - This article was published on March 11, 2025.
- ✓ April 2025 – Scholarship Awards
    - This article was published on April 7, 2025.
- May 2025 – Chamber of Commerce window (not press release)

    - The window has been reserved for May 1 – May 15 and Samantha is still working on gathering display materials. A sign is being printed by the Marketing/Communications department showcasing the groundbreaking of House #60 with design pictures included.
- June/July 2025 – Skills USA
    - Paul Welker will be publishing a preview article crediting the Ed Foundation for its support before the competition in Atlanta.

Possible Future Press Releases:

- Development of property from Town of Wellsville – Proctor Road project: the Annexation is expected to be completed this summer; more information to come.
- Senior Plumbing Lab equipment – Paul Welker to check with Jeff Stevens on progress of this project.
- Truck & Diesel Expansion – A groundbreaking ceremony has been scheduled for May 5th at 2pm and an invitation was sent to all Ed Foundation board members. An article was published describing the expansion project.
- Shipping container project - Paul Welker to check with Jeff Stevens on progress of this project.

Old Business:

Kishan Zuber provided an overview of the process the college is taking to complete the set up and integration of the new website. Paul Welker assured the committee that our webpages will be converted and updated on the new website.

New Business:

A press release recognizing the board members that have expiring terms and welcoming any new members will be needed in the Fall. Geralyn Gough is not renewing her term; Valerie Nixon is renewing her term for another five years and the Alfred College Faculty position is up for re-election this year. More information to follow for a press release in early September.

Property Committee – May 1, 2025

Foundation Student Projects:

House #59 – Drywall is almost completed and most of it is expected to be done by the end of the semester. The roof is finished, and the siding is close to being finished. Students will be focused on interior finishes in the Fall. The house is still on track to be completed at the end of next Spring. The house is still on budget with approx. $100,000 left to spend and most of the big-ticket items already purchased apart from the finish plumbing/electrical.

House #60 – The foundation is completely excavated with the framing of the footers in progress. The inspectors have been contacted and should come to inspect the footers soon. The permit was applied for last Tuesday and is expected to be in hand early next week. The driveway was already registered with an address off of Moland Road so was not moved.

Town Barn Project – Completion is still expected for the end of the semester and student obligation is over. The shop side is done except for the four overhead doors and small fixtures. The office side is still in progress with drywall.

Wellsville Campus Projects:

Campus Maintenance Projects – Quotes for the PSU bathroom renovations are coming in now and work will include new flooring and tile. Exterior painting is being planned for Electrical 3 and the old bookstore this summer. Concrete flat work is being planned for outside of the simulation lab soon. Jeff Stevens consulted with faculty to find the doors and windows in most need to be replaced and is planning on replacing approx. 6 of them after students leave campus. Students are currently working in the high flex classroom (old bookstore) and using grant funding for materials. Faculty are working on the Shipping/Receiving building which includes electrical and masonry work. Jeff Stevens is waiting on the final invoices for the HUNT design work that will come out of this year's budget.

Working Group Reports:

- Proctor Road – George Goetschius will be delivering the resolution for annexation to the town/village as soon as possible.
- Master Plan – Casey Joyce reached out to HUNT about the building conditions survey getting final approval at our next full board meeting. Greg Barr will start scheduling walk throughs to begin after students leave campus.
- Undeveloped Property Management – No report.

Old Business:

Chenunda Drive Building Lots – Lawyers are currently working on the paperwork, and George Goetschius will provide them with the sale resolution as soon as possible. The sale is hoping to be finalized by the end of June so we can utilize this year's budget. Jeff Stevens will be reaching out to HUNT this summer to help with septic regulations.

Back-up Projects List – George Goetschius is requesting an updated list to present to the full board with the proposed budget for 25-26 that can be utilized if a budgeted/planned project falls through.

New Business:

Moland Rd House Internet Service – The property recently purchased for the college is being used as classroom space next Fall and internet service is needed. Technology Services will be setting up a contract on our behalf that the college will be paying for, similar to any other utility needed. Building Construction will be using one classroom space and Digital Media & Animation will be using the studio space. Heavy Equipment Operations students are creating a parking lot on the property now.

Campus Lease Agreement – Ryan LaBrozzi has been researching funding options for the Wellsville campus and made inquiries surrounding the upcoming lease renewal. Ryan confirmed that our current lease structure would not support the use of state funds. If we sign a minimum lease of 30 years, then the state considers this a “state-owned” building and will allow Ryan to include the Wellsville campus buildings in their FCI list (Facility Conditions Index). Having the buildings included in this list will allow us to utilize SUCF (SUNY Construction Fund) and MCM (Minor Critical Maintenance) funding when making capital repairs/updates. Having these additional buildings will also increase the overall funding to the college. Ryan is proposing we increase the length of the lease but leave the verbiage the same. This would not affect the Ed Foundations’ ability to buy property or build houses since the Foundation would still be able to function as a separate entity. Ryan noted that all construction on the Wellsville campus would then have to follow state/capital construction policies (state rates, biding, etc.). Jeff Stevens noted that this would affect the ability for students to make repairs/do work around campus for learning purposes. This new structure would require more coordination between the college’s Procurement office, Capital Construction office and the Dean/Wellsville Accountant. Rose Cook found a “foundation guideline” document that states no leases longer than 10 years are allowed and Ryan will get clarification on this and see if there is a work around. The current lease is up at the end of June with one more 1-year renewal option, but no renewal has been signed at this time. Any new lease agreed upon must be sent to the Attorney General’s Office and the State Comptroller’s Office for approval. **Motion:** Jeff Stevens made a motion to recommend to the full board to approve Ryan LaBrozzi to continue investigating a longer-term lease agreement that would allow use of other funding sources; George Goetschius seconded the motion. All in favor, motion carried.

Audit & Finance Committee – May 15, 2025

Budget Reports:

- Operating Revenues – The checking account balance as of 5/13/2025 is $74,572.00. The Sage Rutty investment account balance as of 5/13/2025 is $1,924,453.22 with $63,044.66 available in cash.
- Operating Budget – no report.
- Unusual Account Expenditures –The Spring 2025 scholarship check request was reissued for $47,176.60 due to an error of requesting an additional $10,000 that was not allocated.

New Business:

Chenunda Drive/ “Moogan” Property – Jeff Stevens will be sending the purchase request and down payment information to the President and Operations Manager. A check request will be forthcoming for the $1,000 deposit.

Old Business:

2025 – 2026 Proposed Budget Update – The committee discussed the 2026-2027 Scholarship Request. It was noted that the request implied that the $185,000 that was previously allocated was the normal amount received, but that amount was increased by $10,000 temporarily when a different line item in the budget was not being expended. The committee would like it noted to

the board during considerations that this newest request would be a true increase and not a restoration of funds. The committee discussed how a last-minute increase to the scholarship funds would impact recruiting efforts. It was mentioned that it would not affect recruiting but only help offset funding sources after the fact. The committee thought it best to ask if it is necessary to increase the amount just for the sake of increasing it or if the money could be better spent elsewhere. This discussion will continue next year and a decision will be made on the increase option during the 2026-2027 fiscal year.

Wellsville Campus Projects – The Truck and Diesel expansion project will affect student parking. Brad Smith and Jeff Stevens have been working on redoing and creating new signage for the parking lots to increase the student spots by more than the 12 that will be lost. The back-up project list was discussed. It will not be included with the 25-26 budget request to the board, but will be used during that year, if necessary. Jeff Stevens will work on the list and have it ready for the fall and finalize a procedure with the Property Committee and Board.

House #60 – The foundation work is wrapping up and $29,572.75 has been expended on lot cost and excavation/foundation work.

House #59 – Work has wrapped up for the semester with the drywall well underway and the house has been “buttoned up” for the summer. Students will continue their work next fall. The house is on budget with $202,905.18 expended out of the $305,862.58 total budget.

Appraising & depreciating grant funded equipment/projects – no report; discussion to continue next year.

By-Laws Committee Meeting – May 15, 2025

New Board Member Recommendations

Michael Ronan – Professor Emeritus for the Automotive Trades Department, Chancellor’s Award Winner, began working at ASC in 1985

Molly Cole – Recommended by Geralyn Gough as they work together, Financial Advisor, 2020 ASC Graduate from the Financial Planning program

Motion: George Goetschius made a motion to recommend to the full board the appointment of Michael Ronan and Molly Cole as Friends of the College; Casey Joyce seconded the motion. All in favor, motion carried.

Board of Directors Meeting – May 15, 2025

Audit & Finance (J. Sadowski) – The checking account balance as of 5/13/2025 is $74,572.00. The Sage Rutty investment account balance as of 5/13/2025 is $1,924,453.22 with $63,044.66 available in cash. No new updates have been made to the budget request for 2025 – 2026 which will be discussed again under Old Business.

By-Laws (V. Nixon) – The committee discussed two new potential board members. The addition of these two potential board members would fill all vacant positions. More details will be shared during New Business.

Property (C. Joyce) – House #59 is on budget and on track for completion Spring of 2026. The roof is done, the siding is almost finished, and the drywall is well underway. The students will be working on interior finishes in the Fall. House #60's foundation is being done now with the footers in progress. Student obligation at the Town Barn Project is complete now. The Wellsville campus will be undergoing the following projects over this summer: PSU bathroom renovation, Electrical 3 exterior painting, new doors installed in the most needed places on campus and the Old Bookstore's conversion to a high-flex classroom. The Annexation resolution and request from the board have been submitted to the Town/Village for the Proctor Road development. It is expected to be finalized over the summer. With final approval of next year's budget, HUNT will be coming to campus to complete the walkthroughs needed for the Building Conditions Survey. Our lawyers and the Allegany County Area Foundation's lawyers are working on finalizing the sale of the Chenunda Drive/"Moogan" Lots; the sale is expected to be done by the end of this fiscal year. Internet is being installed at the new Molland Road property that ASC is utilizing for extra classroom space next Fall. The Property Committee had a lengthy discussion regarding new possibilities for our campus lease agreement which will be outlined more in New Business.

Public Relations (R. Miller) – The Chamber of Commerce window display was utilized as a promotional opportunity again this May. The final press release for this year will be about Skills USA and is planned to go out right before the competition. The Public Relations Committee discussed the new website that is coming soon and will make sure everything Ed Foundation related is transferred over. Spencer Peavey made a suggestion to look into the Chamber of Commerce's community and visitor's guide as a new promotional opportunity.

Scholarship (K. Zuber) – No report. Next meeting is scheduled for October 2025.

College Report: Dr. Steven Mauro, President – A groundbreaking ceremony was held last week for the Truck & Diesel Expansion project. Finals week is now over, and the Employee Recognition luncheon and Commencement went well. Craig Clark retired after 35 years, and his celebration was earlier today. Construction is now complete in the senior electrical building in Wellsville and the equipment has been ordered. ASC's student career placement rating has gone up to 99% and the applications for Fall 2025 are up over 11,000 with deposits close to 1,500. The President noted that this Fall could be the highest enrollment in the 21st century. ASC has increased in about half of the categories surveyed in the Great Colleges to Work For survey that all faculty and staff were invited to complete.

Old Business:

By-Laws Committee's Operations Manual Revisions – With no further questions, it was deiced to vote on the revisions to the By-Laws and Operations Manual separately. **Motion:** John Sadowski made a motion to approve the revisions to the By-Laws as presented; Brad Smith seconded the motion. All in favor, motion carried. **Motion:** Casey Joyce made a motion to approve the revisions to the Operations Manual as presented; John Sadowski seconded the motion. All in favor, motion carried.

Proposed 2025-2026 Budget Review – With no further question about the proposed budget for next year, a motion to approve was requested. **Motion:** Casey Joyce made a motion to approve

the 2025-2026 budget as presented; Brad Smith seconded the motion. All in favor, motion carried.

2026-2027 Scholarship Funding Request – With no further discussion about the scholarship funding request for 2026-2027, a motion to approve was requested. **Motion:** David Haggstrom made a motion to approve the 2026-2027 scholarship request at $175,000 with the option to increase up to $10,000 the year of; Valerie Nixon seconded the motion. All in favor, motion carried.

New Business:

Campus Lease Agreement – Ryan LaBrozzi explained the following as a result of the investigating he has done so far regarding a new lease agreement. ASC utilizes multiple funding sources from the state for capital and maintenance projects. The SUNY Construction Fund (SUCF) has a 5-year master building list that they work off for large building projects. Each building on campus has a Facility Conditions Index (FCI) that is used to determine which buildings are in the most need for partial or complete renovation. Minor Critical Maintenance (MCM) funds are used for smaller projects that are managed by the Capital Construction Office. ASC has an extra fund that can be used for larger projects under a certain dollar amount that do not meet the needs of the SUCF building renovation projects. New York State considers a building “state-owned” with a lease that is at least 30 years in length. Having our campus lease be 30 years or longer would allow the college to utilize their state funds on the Wellsville campus. Adding in the square footage of the Wellsville campus would increase the overall funding to the college and include the buildings in SUCF’s 5-year master building list. The Property Committee discussed the possibilities of a longer lease agreement and are very interested in continuing the investigation. It was noted that if the college had access to these funds for Wellsville, that the Ed Foundation could redo its budget allocations and expend less on campus maintenance and renovations. Ryan LaBrozzi mentioned that we can share the data that HUNT will be collecting for the Building Conditions Survey with SUCF to help with our FCI rankings. President Mauro noted that we can complete amendments throughout the length of the lease to change the payment amount. Overall, the pros and cons of this will need to be investigated and discussed further. **Motion:** The Property Committee is recommending to the board that Ryan LaBrozzi continue investigating a longer-term lease agreement that would allow use of other funding sources; Brad Smith seconded the motion. All in favor, motion carried.

New Board Members

- Michael Ronan – Professor Emeritus for the Automotive Trades Department, Chancellor’s Award Winner, began working at ASC in 1985
- Molly Cole – Recommended by Geralyn Gough as they work together, Financial Advisor, 2020 ASC Graduate from the Financial Planning program
- Erica Matteson – Assistant Professor in the Allied Health department; elected to the board as the Alfred College Faculty representative through the Faculty Senate election process.
- **Motion:** Casey Joyce made a motion to approve the appointment of Michael Ronan and Molly Cole to the board of directors as Friends of the College; John Sadowski seconded the motion. All in favor, motion carried.

George Goetschius recognized the two members who are leaving the board this year: Geralyn Gough, who served on the board for 20 years and Jennie Thwing, who served on the board for 5 years. George thanked these individuals for their dedication and contributions to the board during their tenure.

Board Annual Meeting – May 15, 2025

Election of Officers: The position of Vice President is up for election this year for a two-year term. Casey Joyce has agreed to run again. President George Goetschius called for nominations from the floor and there were none. **Motion:** Valerie Nixon made a motion to close the election and have the Secretary/Treasurer cast one ballot for the officer who ran unopposed; John Sadowski seconded the motion. All in favor, motion carried.

Annual Report: The Annual Report, highlighting each committee's accomplishments for the year, was compiled and submitted to the board for review. George Goetschius noted that the overall budget allocation for this year in the Audit & Finance Committee section will need to be updated to $705,038.27. **Motion:** Casey Joyce made a motion to approve the Annual Report as presented with the update to the budget number; Brad Smith seconded the motion. All in favor, motion carried.

New Business:

Proposed Meeting Calendar for 2025 – 2026 – George Goetschius asked each committee chair to review the proposed dates and ask them to reach out to the Operations Manager with any needed changes.

Conflict of Interest Policy – George Goetschius reminded all board members that they need to completed and sign a new conflict of interest policy for next year. It was noted that all Ex-Officio members of the board must sign a conflict of interest form.

Committee Members – George Goetschius went through the list of committee members that are not board members to get approval from the board for them to join again for next year. Those committee members are as follows: Rose Cook (Audit & Finance/Property), Craig Clark (Property), Ron Jacobson (Property), Paul Welker (Public Relations) and Julie Rose (Scholarship). **Motion:** Valerie Nixon made a motion to approve all of these committee members for next year; John Sadowski seconded the motion. All in favor, motion carried.

Educational Foundation of Alfred, INC.
2024 – 2025 Annual Report

Board of Directors:
George Goetschius, Ed Foundation President; Alumni (1997;2008)
Casey Joyce, Ed Foundation Vice-President; Friend of the College (2012)
John Sadowski, Ed Foundation Treasurer/Secretary; Alumni (2022)
Dr. Steven Mauro, ASC President; Ex-Officio (2022)
Jonna Anne, ACES Director; Ex-Officio (2021)
Amy Bennett; Friend of the College (2024)

Samantha Brockway; Operations Manager (2024)
Justin Cornelius; Faculty-at-Large (2023)
Geralyn Gough; Friend of the College (2006)
Kristopher Green; Friend of the College (2022)
David Haggstrom; Friend of the College (2009;2017)
Ryan LaBrozzi; ASC Vice President of Finance & Administration; Ex-Officio (2024)
Ryan Miler; Alumni (2021)
Valerie Nixon; Friend of the College (2020)
Spencer Peavey; Faculty-Professional (2024)
Bradley Smith; Faculty-Wellsville (2021)
Jeffrey Stevens, ASC Dean of the School of Applied Technology; Ex-Officio (2004;2017)
Jennie Thwing; Faculty-Alfred (2021)
Kishan Zuber, ASC Vice President of Enrollment Management; Committee Chair (2024)

Non-Board Committee Members:
Dr. Craig Clark, ASC Vice President of Economic Development; Property Committee
Rose Cook, ACES Controller; Audit & Finance and Property Committees
Ronald Jacobson, ASC School of Applied Technology Faculty; Property Committee
Jon Nickerson, ASC Director of Facilities; Property Committee; Ex-Officio
Timothy Rohrer, ASC School of Applied Technology Faculty; Property Committee
Julie Rose, ASC Senior Director of Student Records and Financial Services; Scholarship Committee
Paul Welker, ASC Marketing Communications; Public Relations Committee

BOARD OF DIRECTORS' - George Goetschius, President

Meetings: The Board met on September 19, 2024, October 17, 2024, January 16, 2025, February 20, 2025, April 17, 2025, and May 16, 2025.

AUDIT & FINANCE COMMITTEE - John Sadowski, Chair

Meetings: The Audit & Finance Committee met on September 19, 2024, October 17, 2024, January 16, 2025, February 20, 2025, March 27, 2025, April 17, 2025, and May 15, 2025.
Goals: The Audit & Finance Committee reviewed their goals from 2023 – 2024 and decided to amend goal 5 to encompass all Ed Foundation property, not just the Wellsville Campus property. The goals for 2024 – 2025 are as listed:
1. Continue to reconcile expenses of ongoing projects annually.
2. Support the implementation of the Master Plan to improve campus facilities and instructional space.
3. Review any and all land acquisitions as to their financial impact to the Educational Foundation.
4. Review needs/requests from all college-related entities, with emphasis on student educational experiences.
5. Review any proposed lease or sale for all Educational Foundation properties with consideration of fair market value.

6. Recommend a balanced budget on an annual basis with a desire to align annual expenditures with operational revenue.
7. Have an annual internal review of our investment account (Foundation Reserve Account) with guidance from an external investment advisor.
8. Set direction for cash flow management.

Account Balances as of May 13, 2025:

Sage Rutty Investment Account	$1,924,453.22 with $63,044.66 in cash
Community Bank Checking Account	$74,572.00

2024 – 2025 Budget:
The operating budget for this year was $705,038.27. As of February 28, 2025, $411,696.35 of the budget has been expended and the remainder of the expenses are anticipated to be paid by the end of this fiscal year. We have received the funds from the sales of House #57 and House #58 and the Barber Lane Lot, previously assigned to House #61. The Scholarship Awards totaling $175,000, the Peer Tutoring support totaling $6,500 and the Hog Wild Day support totaling $2,000 have been paid. The NYS Skills USA support totaling $8,000 is expected to be paid by the end of this fiscal year.

The Sage Rutty Performance Presentation on September 19, 2024, was informative and showed a total profit over our 20-year history of investments was $1.8 million. The Audit & Finance Committee decided to temporarily invest the checking account funds over a $500,000 balance into a high yield money investment after the lease payment was received.

The Bonadio & Co. Audit Presentation on October 17, 2024, was informative and the Auditor's Report showed the unmodified opinion that we passed the audit for last fiscal year. One financial highlight noted was that our 5-year trend of cash has increased by $50,000.

2025 – 2026 Budget:
The Audit & Finance Committee proposed a budget of $690,165.84 to the Board of Directors for next fiscal year. This budget includes the following committee requests and campus support requests:

Campus Maintenance Projects	$47,000
Payroll Transfer	$6,500 (increase of 3%)
Public Relations Committee	$750
Board Discretionary Fund	$2,500
Peer Tutoring	$7,500 (increase of $1,000)
NYS Skills USA	$8,000
Hog Wild Day	$2,000
Scholarship Awards	$175,000
Capital Projects	$258,000
Special Campus Projects	$74,000

A few other line items were increased due to contract terms and anticipated cost increases: Insurance, Real Estate Taxes, ACES Administration Expenses, and Bonadio Audit.

BY-LAWS COMMITTEE - Valerie Nixon, Chair

Meetings: The By-Laws Committee met on September 12, 2024, October 8, 2024, November 12, 2024, March 11, 2025, and April 10, 2025.
Goals: The By-Laws Committee reviewed their goals from 2023 – 2024 and decided to keep them as is for 2024 – 2025. The goals for 2024 – 2025 are as listed:
1. Review and interview potential members for the Board of Directors keeping with philosophy of membership matrix and recommend to Board individuals to fill current vacancies.
2. Continue annual review of By-Laws.
3. Review and revision of Operations Manual.

Board Vacancies & Expiring Terms:
There was one Friend of the College position vacant throughout the year.

Geralyn Gough and Valerie Nixon, both Friends of the College, have terms expiring June 30, 2025. Geralyn Gough has declined to renew her term. Valerie Nixon has decided to renew her term for another five years. Faculty senate solicited nominations for Jennie Thwing's College Faculty (Alfred) term which expires June 30, 2025. Erica Matteson, Assistant Professor for Allied Health, was elected to fill the College Faculty (Alfred) position for a five-year term.

New Policies & Procedures:
The By-Laws Committee created multiple procedures that were approved by the Board and added to the Operations Manual. The By-Laws Committee collaborated with the Property Committee and Audit & Finance Committee to create the following procedures: Campus Lease Square Footage Approval, Property Committee's Approval of House Budget, Moving Allocations Between Line Items, Expenditure of Entertainment/Good Will Budget Items and the Payroll & Invoice Approval Process for Walker Business Services.

By-Laws & Operations Manual Updates:
The By-Laws committee completed an in-depth review of the By-Laws and Operations Manual and made several updates to each part. Important highlights of these edits are listed as follows:

- The College President is the only position allowed a designee to be appointed on a meeting-by-meeting basis, but the designee is not a voting position, and the Operations Manager must be notified of an appointment of a designee before each board meeting.
- Articles VIII, IX and X were updated/created to reflect the separate responsibilities of the board meetings versus all meetings and the responsibilities of all committees.
- Quorum rules were updated to be the presence of a majority of voting members and exclude vacancies.
- The specific responsibilities of each committee were updated in consultation of each committee in Part II. The job description of the Operations Manager was updated to reflect actual duties in Part III.
- Part IV was split between small-scale and large-scale support requests.

- Definitions of the Operations Fund and House fund were better explained in Part V. Annual Audit procedures were added and responsibilities were updated under each fund section.
- The House Sale Timeline was revised to list the general guidelines for setting sale prices and advertising. All specific dates were removed to reflect the actual process.
- The Conflict of Interest policy that all board members must complete each year was added as Appendix C.

Effective this year, the By-Laws and Operations Manual will be reviewed at least every five years. Committees may, of their own accord or at the request of the By-Laws Committee or Board, undertake a review of their own sections at any time.

PROPERTY COMMITTEE - Casey Joyce, Chair

Meetings: The Property Committee met on August 29, 2024, September 26, 2024, November 21, 2024, December 12, 2024, February 6, 2025, March 6, 2025, April 3, 2025, and May 1, 2025.
Goals: The Property Committee reviewed their goals from 2023 – 2024 and decided to keep them as is for 2024 – 2025. The goals for 2024 – 2025 are as listed:
1. Identify community needs for future housing projects.
2. Plan and develop building projects to meet identified community needs.
3. Continue to work with engineering partner, Hunt Engineering, to assist and guide committee with master planning and engineering needs.
4. Develop a plan to organize and manage undeveloped Ed Foundation properties.
5. Review, update and continue implementation of Master Plan for the Wellsville Campus.

Wellsville Campus Budget:
2024 – 2025:

Non-Capital		$75,000
Capital		$235,000
	Total:	$310,000
Expended as of 5/1/2025:		$177,565.92

2025 – 2026:

Non-Capital		$47,000
Capital		$258,000
Special (non-capital)		$74,000
	Total:	$379,000

House/Property Sales:
House #57 and House #58 were both sold at the end of the 2023 – 2024 year. House #57 needed a replacement septic tank which had minimal cost and passed the second inspection. House #58 had a short punch list of items that were completed by Faculty and passed the septic tank inspection. After consultation with the new owners, we had to complete mold remediation and split the cost of a water conditioning system. We have now

received escrow checks for both houses.
The Barber Lane property, previously assigned to House #61, was sold and payment has been received.

Foundation Student Projects:
House #59 is on track to be completed in the Spring of 2026 and is on budget with $201,532.95 expended of the total $305,862.58 as of 5/1/25. The design and budget for House #60 were approved and the foundation will be completed this Spring semester. The budget was approved at $360,920.01 and $24,328.21 has been expended as of 5/1/25. A potential buyer has been identified, but a pre-sale option will not be considered until the beginning of the 2025 – 2026 year. The student work on the Town Barn Project is now completed.

Wellsville Campus Projects:
The following projects were completed this year:

- Annex building was remodeled with new booths and bathrooms and renamed Electrical 3
- A new paint storage, faculty office space, and lights were installed in the Autobody building
- Culinary hoods and fire escapes passed inspection
- Roof repairs to the Heavy Equipment Operations 1 building
- Repaired the broken, frozen septic line in Heavy Equipment Operations 2 building
- PSU bathroom remodel (over the summer)
- Freshman Auto bathroom remodel (over the summer)
- Replacement doors and windows (over the summer)
- Exterior painting of Electrical 3 and the old bookstore (over the summer)
- High Flex Classroom (work in progress to continue)
- Shipping & Receiving (some work in progress with more budgeted for next year)

Proctor Road Working Group:
The land survey and necessary environmental surveys have been completed, and HUNT is working on underground utility designs. The Ed Foundation has sent a resolution requesting the property to be Annexed into the Village in order to build more houses on smaller lots. It is expected for the Town and Village to complete the Annexation this summer.

Master Plan Working Group:
The purchase of HUNT's Building Conditions Survey was approved for $24,000. HUNT was provided with an updated building list, and their team will come to campus and walk through each building and provide us with a list of what needs to be worked on within the next five years with an estimated cost. HUNT is expected to complete this walk-through this summer.

Undeveloped Property Management Working Group:
Multiple property options were reviewed and discussed this year. The Property Committee decided to make an offer to the Allegany County Area Foundation on the Chenunda Drive/ "Moogan" lots. The SAT faculty are interested, and these lots were determined to be the best option for the next house projects, until Proctor Road can be finalized. The sale is expected

to be finalized by the end of June.

1472 Moland Road: This 20-acre property, adjacent to the Betty Brown property, was purchased by the Ed Foundation at the request of ASC to use the buildings for academic programs. ASC provided the funds and will pay for renovations and daily maintenance needs. The Heavy Equipment Operations students have created a parking lot on the property. Building Construction students will be utilizing one of the classroom spaces next Fall.

Truck & Diesel Expansion:
The building plans for the 9,000 square foot extension were presented to the Property Committee. Renovations will include a change to the entrance to campus and the flow of traffic into the parking lot, including the loss of a few parking spaces. Three new overhead doors will be in the extension and two in the existing building, with an increase in bay size from 15' to 20'. A new overhead crane will be included that spans the entire building.

Construction bids are complete and LeChase was selected as the General Contractor. Phase I is expected to be completed by the Fall of 2026. ASC has noted that the remainder of the $300,000 seed money will be requested in the 2026-2027 budget year. The overall cost of this project is $3,388,000 with the crane alternates.

PUBLIC RELATIONS COMMITTEE - Ryan Miller, Chair

Meetings: The Public Relations Committee met virtually on September 5, 2024, December 5, 2024, February 17, 2025, and April 28, 2025.
Goals: The Public Relations Committee reviewed the goals from 2023 – 2024 decided to keep them as is for 2024 – 2025. The goals for 2024 – 2025 are as listed:
1. Continue to develop Public Relations calendar for events/activities for publicity.
2. Maintain bio sheets and photos of all new Educational Foundation Board members.
3. Obtain publicity photos and supporting documentation as needed including the maintenance of EDF roll-up and website throughout the year.
4. Ensure cornerstones are installed on all future homes and key features are highlighted on the website.
5. Update and maintain the Educational Foundation photo gallery on the Alfred State website.
6. Update and maintain the Educational Foundation historical record.

Press Releases:
The following articles were published during the 2024 – 2025 academic year:
September 2024 – New board members (Amy Bennett & Spencer Peavey), new Treasurer/Secretary (John Sadowski), new Operations Manager (Samantha Brockway), retirements and recognitions of Mary Scholla, Peter McClain and Sandy Sawyer.
December 2024 – Auto Wreck/Rebuild program
March 2025 – Peer Tutoring supports
April 2025 – Ed Foundation scholarship supports

The following articles are scheduled to be published later this academic year or this summer:

-May/June 2025 – Sales of House #57 and #58, Progress of House #59 & Groundbreaking of House #60

-June/July 2025 – Skills USA Competition

Website Updates:
The Public Relations Committee has been regularly checking the Ed Foundation webpage to ensure current and accurate information is displayed. Work on the photo gallery continues. Alfred State College is in the process of creating and implementing a new website. The Public Relations Committee will continue to track the progress and ensure the Ed Foundation is well represented. The committee plans to include a link to the Ed Foundation History on the new webpage.

Chamber of Commerce Window Display:
The Public Relations Committee continues to utilize the window display at Wellsville's Chamber of Commerce as a marketing opportunity. The Operations Manager set up the display from May 1st to May 15th with various items provided by the departments of the School of Applied Technology.

Ed Foundation History:
A History of the Educational Foundation of Alfred, Inc. was updated with the board members and non-board members that served during 2024 – 2025 along with the full annual report. The history was updated with this newest version on the Ed Foundation's webpage on the Alfred State College website.

SCHOLARSHIP COMMITTEE - Kishan Zuber, Chair

Meetings: The Scholarship Committee met virtually on October 10, 2024, and February 27, 2025.
Goals: The Scholarship Committee reviewed the goals from 2023 – 2024 and added to goal #3 the duty of periodically reviewing scholarship MOUs and criteria. The goals for 2024 – 2025 are as listed:
1. Fully utilize the total scholarship allocation based on historical data.
2. Optimize spending to maximize ROI in student enrollment.
3. Respond to campus inquiries regarding scholarships at Alfred State College and periodically review scholarship MOUs and annual reports.
4. Evaluate increasing the allocation for Educational Foundation scholarships.
5. Measure yield and retention impact of scholarships offered to enrolled students.

Scholarship Allocations:
The Educational Foundation's scholarship allocation for 2024 – 2025 was $175,000. Scholarship funds were projected as follows:

Excellence in Education	$34,343.20
Ed Foundation Academic Distinction	$2,000.00
ASC Pioneer Awards	$60,146.80
Phi Theta Kappa Scholarship	$12,000.00

Transfer Scholarship		$72,510.00
Vocational Scholarship		$4,000.00
	Total:	$185,000

The projected allocations were adjusted to $175,000 after confirmation was received for the final budgeted amount for 2024 – 2025.

Final distribution of scholarship funds for the Fall 2024 totaled $127,823.40 and were allocated as follows:

Ed Foundation Academic Distinction		$1,000.00
ASC Pioneer Awards		$66,646.80
Phi Theta Kappa Scholarship		$7,000.00
Transfer Scholarship		$34,505.00
Vocational Excellence		$1,500.00
	Total:	$127,823.40

Final distribution of scholarship funds for the Spring 2025 totaled $47,176.60 and were allocated as follows:

Excellence in Education		$7,171.60
Ed Foundation Academic Distinction		$500.00
Phi Theta Kappa Scholarship		$7,000
Transfer Scholarship		$30,005.00
Vocational Excellence		$2,500.00
	Total	$47,176.60

The Educational Foundation touched nearly 1,000 students with their funding this year.

Enrollment & Retention Updates:
Fall 2024 total enrollment increased 1% (38 students) from Fall 2023. School of Applied Technology enrollment increased by 8% with Northland enrollment up 7.7%.
Spring 2025 total enrollment increased 1% (42 students) from Spring 2024 and spring retention increased 2.27%.

Types of Scholarships:
The Excellence in Education and Ed Foundation Academic Distinction awards are being phased out. Going forward, every two-year student will get an award that will vary monetarily and be known as the ASC Pioneer Awards.
Specific criteria for each award that the Ed Foundation supports were provided to the committee. All scholarships are noted for non-tuition costs to help supplement grants and other monies that are awarded specifically toward tuition. The Vocational Excellence scholarships are specifically for the School of Applied Technology students and the ASC Pioneer Awards are for any two-year student.

Scholarship Amendments:
The Scholarship committee moved to update the agreement language to “non-tuition expenses only” on our four Ed Foundation Scholarships. These scholarships are the Ed

Foundation Unrestricted Fund, Sigma Tau Epsilon Endowed Scholarship, Eugene Jacobs Memorial Endowed Scholarship and the Lawrence “Bud” McCarthy Endowed Scholarship. This decision was made to ensure the scholarship funds would not affect other grant funding students receive that can only be applied toward tuition.

Transition to the ASC Development Fund:
The Scholarship Committee decided to route the Ed Foundation’s scholarship contributions through the Development Fund, which is housed within the Institutional Advancement Department. This will allow for increase recognition of the Ed Foundation’s supports, the ability to track scholarships and awardees, house all scholarships in one place and label them as Ed Foundation’s, and overall streamline the process and make it more consistent. This decision will go into effect for the 2025 – 2026 Scholarship year with the approved allocation of $175,000.

2025 – 2026 Educational Foundation of Alfred, INC

Educational Foundation of Alfred, INC.
2025 – 2026 Annual Report

BOARD OF DIRECTORS’ - George Goetschius, President

Meetings: The Board met on September 18, 2025, October 23, 2025, January 15, 2026, February 19, 2025, April 16, 2026, and May 14, 2026.

AUDIT & FINANCE COMMITTEE - John Sadowski, Chair

Meetings: The Audit & Finance Committee met on September 18, 2025, October 23, 2025, January 15, 2026, February 19, 2026, March 26, 2026, April 16, 2026, and May 14, 2026.

Goals: The Audit & Finance Committee reviewed their goals from 2024 – 2025 and decided to keep them as is for this year. The goals for 2025 – 2026 are as listed:
1. Continue to reconcile expenses of ongoing projects annually.
2. Support the implementation of the Master Plan to improve campus facilities and instructional space.
3. Review any and all land acquisitions as to their financial impact to the Educational Foundation.
4. Review needs/requests from all college-related entities, with emphasis on student educational experiences.
5. Review any proposed lease or sale for all Educational Foundation properties with consideration of fair market value.
6. Recommend a balanced budget on an annual basis with a desire to align annual expenditures with operational revenue.
7. Have an annual internal review of our investment account (Foundation Reserve Account) with guidance from an external investment advisor.

8. Set direction for cash flow management.

2025 – 2026 Budget:
As of April 30, 2026, $610,341.15 of the budget has been expended and the remainder of the expenses are anticipated to be paid by the end of this fiscal year. We have received the funds from the lease. The Scholarship Awards totaling $175,000 and the Peer Tutoring support totaling $7,500 have been expended already. The Hog Wild Day support totaling $2,000 and the NYS Skills USA support totaling $8,000 is expected to be paid by the end of this fiscal year.

The Sage Rutty Performance Presentation on September 18, 2025, was informative and showed an 11% gain for the year with approx. 40% of the account being in a cash/reserve account. Since 2004, the foundation has seen a 9.62% gain per year.

The Bonadio & Co. Audit Presentation on October 23, 2025, was informative and the Auditor's Report showed the unmodified opinion that we passed the audit for last fiscal year. Bonadio noted that we are charging SUNY approximately half of what the lease is estimated to be worth. Our cash position for last year almost tripled and our investments had a profit.

The Gallagher Insurance Presentation on October 23, 2025, was requested to gain better understanding of our policy and coverage. Our insurance policy covers the student house projects until they are complete and is a unique blanket coverage that most insurance companies will not work with. The largest line on our policy is for property insurance for the Wellsville Campus. Once the Truck & Diesel expansion project is done, the additional builder's risk policy will be gone, and it will be added to our regular property insurance. Once the student house projects are completed and waiting to be sold, the foundation will need to take out an additional policy. Our policy does not cover state owned equipment but covers some building contents with student belongings covered to a certain extent. For contractors working on campus, Gallagher should be contacted first to ensure proper liability coverage is in place.

2026 – 2027 Budget:
A few line items were increased due to contract terms and anticipated cost increases: Insurance, Real Estate Taxes, ACES Administration Expenses, and Bonadio Audit.

BY-LAWS COMMITTEE - Valerie Nixon, Chair

Meetings: The By-Laws Committee met on September 11, 2025, March 19, 2026, and April 23, 2026.

Goals: The By-Laws Committee reviewed their goals from 2024 – 2025 and decided to revise goals two and three and add a fourth goal. The goals for 2025 – 2026 are as listed:
1. Review and interview potential members for the Board of Directors keeping with philosophy of membership matrix and recommend to Board individuals to fill current vacancies.

2. Review and revision of By-Laws as needed.
3. Review and revision of Operations Manual as needed.
4. Develop and/or review new policies and procedures to be recommended to the full board.

Board Vacancies & Expiring Terms:
Ryan Miller, Alumni, is the only member with an expiring term this year. Ryan has decided to renew his term for another five years but step down as chair of the Public Relations Committee. Paul Welker, committee member, was tagged to become the new committee chair.

New Policies & Procedures:
The By-Laws Committee created multiple procedures that were approved by the Board and added to the Operations Manual. The By-Laws Committee collaborated with the Property Committee and Audit & Finance Committee to create the following procedures: Renewal of SUNY Lease Policy, President's Policy and Insurance Coverage for Unsold, Completed Houses.

By-Laws & Operations Manual Updates:
The By-Laws committee made the following updates this year:
- Article X, Section 1: Updated the wording to say the committees "should meet" instead of "shall meet" a minimum of two times a semester. This change was warranted by the Scholarship Committee only meeting once a semester after Census for their report.
- Article VIII, Section 4: Updated the wording to say the "majority of the members" instead of all of the members of the board in concern to voting via written consent.
- Part VI.A.: Another bullet was added stating the scholarship funds are maintained by the ASC Development Fund and reports need to be provided annually.

The next full review of the By-Laws and Operations Manual is due by May of 2030.

PROPERTY COMMITTEE - Casey Joyce, Chair

Meetings: The Property Committee met on August 21, 2025, September 25, 2025, November 20, 2025, December 11, 2025, February 5, 2026, March 5, 2026, April 2, 2026, and April 30, 2026.

Goals: The Property Committee reviewed their goals from 2024 – 2025 and add a goal regarding the new lease agreement for this year. The goals for 2025 – 2026 are as listed:
1. Identify community needs for future housing projects.
2. Plan and develop building projects to meet identified community needs.
3. Continue to work with engineering partner, Hunt Engineering, to assist and guide committee with master planning and engineering needs.
4. Develop a plan to organize and manage undeveloped Ed Foundation properties.
5. Review, update and continue implementation of Master Plan for the Wellsville Campus.
6. Reach agreement on new campus lease.

House/Property Sales:
A pending offer was made for House #59 and the board is expected to approve the offer at their final meeting this year on May 14th.

Foundation Student Projects:
House #59 is on track to be completed at the end of this semester and is under budget as of 4/30/2026. The original budget increased after adding flooring to the project.
House #60 is behind schedule due to weather delays, and the expected completion date is now Spring of 2028. The potential buyer has been updated throughout the project and is accepting of the new timeline. The house is expected to remain on budget..
The design and budget for House #61 were approved for Chenunda Drive.

Wellsville Campus Projects:
The following projects were completed this year:
- Summer 2025: new doors and windows in certain buildings, improved building signage, tree removals and 50 additional parking spaces.
- Culinary Arts had all new gas lines replaced after carbon monoxide leaks and gas leaks were found
- Workforce Development had mold remediation done in the conference room
- Oil/water separator in Senior Auto was cleaned this year
- New LED lighting throughout campus
- New doors and locks were installed across campus as a result of theft issues over the winter
- New sinks and faucets were replaced across campus
- New garage door installed in Welding 2 building
- New cabinets installed in Culinary Arts
- Hyflex Classroom renovations to be completed this summer and will be in use next Fall semester
- HEO Sim Lab interior to be completed this semester
- Shipping/receiving renovations completed throughout the year and quotes obtained for future roof repairs
- Workforce Development roof repair (over the summer)
- Masonry building repointing to be completed by Facilities to satisfy fire inspection (over the summer)
- Freshman Auto has a bowed wall/rotten lintel that needs design work and repair (half of project cost included in next year’s budget)
- Quotes for new electric service in Culinary Arts were obtained (project cost included in next year's budget)

Proctor Road Working Group:
An estimate of $1 million was received for installation of water, sanitary sewer and storm sewer to the property line. The Annexation is on hold pending the village securing other funding sources to cover the utility cost. If other funding is not secured, the annexation can be stopped and the Foundation can continue with the project using well and septic, but with less lots/houses.

Master Plan Working Group:
HUNT completed the Building Conditions Survey and is finalizing their report and integrating the information into the website. Once everything is complete, HUNT will present the information to the committee. This information will help the Foundation and the College better budget and plan projects in the future.

Undeveloped Property Management Working Group:
This working group did not meet this year to discuss any new property opportunities. Recent interest in the Alfred University Clearview Lane property was briefly discussed at the end of this year. The working group will inquire about this property once the potential sale is confirmed.

Truck & Diesel Expansion:
After extensive water remediation plans were reviewed and approved by the DEC, all permits were secured for the expansion project. The contractors have started to remove topsoil and blacktop from the site, and the foundation work will begin once the semester is over. Water is being hauled off site for remediation.

Campus Lease Agreement:
The Foundation President, Director of ACES, the College President and Vice President of Finance and Administration have been in constant discussions about the terms of the lease renewal. The latest version is a two-year lease with no escalation clause for an increase in cost per square foot. The reason for no increase is that the College is working with SUCF on funding sources for maintenance and construction for the Wellsville Campus. The lease will be sent to SUNY for final approval.

PUBLIC RELATIONS COMMITTEE - Ryan Miller, Chair

Meetings: The Public Relations Committee met virtually on September 8, 2025, December 8, 2025, February 9, 2026, and April 13, 2026.

Goals: The Public Relations Committee reviewed the goals from 2024 – 2025 and decided to keep them as is for 2025 – 2026. The goals for 2025 – 2026 are as listed:
1. Continue to develop Public Relations calendar for events/activities for publicity.
2. Maintain bio sheets and photos of all new Educational Foundation Board members.
3. Obtain publicity photos and supporting documentation as needed including the maintenance of EDF roll-up and website throughout the year.
4. Ensure cornerstones are installed on all future homes and key features are highlighted on the website.
5. Update and maintain the Educational Foundation photo gallery on the Alfred State website.
6. Update and maintain the Educational Foundation historical record.

Press Releases:
The following articles were published during the 2025 – 2026 academic year:
September 2025 – New board members (Molly Cole, Erica Matteson, Michael Ronan) and

recognitions of departing board members (Jennie Thwing and Geralyn Gough)
December 2025 – Auto Wreck/Rebuild program
March 2025 – Ed Foundation scholarship supports
The following articles are scheduled to be published later this academic year or this summer:
May/June 2025 – Peer Tutoring supports
June/July 2025 – Skills USA Competition

Website Updates:
Alfred State College has begun using their new website. The Ed Foundation has their own webpage listed under the Leadership tab. The webpage has been updated to better display our news articles.
New Signage:
Three large (8'x4') metal signs were ordered to display at student project sites to increase awareness of the projects and Foundation involvement. The signs are generic and can be moved around to the different house lots as needed.
A new Ed Foundation sign will be mounted to the outside of the Culinary Arts building this summer. The sign has our name and mission statement to increase visibility of the Foundation on campus.
Chamber of Commerce Window Display:
The Public Relations Committee continues to utilize the window display at Wellsville's Chamber of Commerce as a marketing opportunity. The Operations Manager set up the display from April 30th to May 14th with various items provided by the departments of the School of Applied Technology, including a sign for the new house #61.
Chamber of Commerce 'Community & Visitor's Guide':
The Public Relations Committee is interested in advertising the Ed Foundation in the next issue planned for the Spring of 2027. We have been added to their contact list and await their request for information.
Ed Foundation History:
A History of the Educational Foundation of Alfred, Inc. was updated with the board members and non-board members that served during 2025 – 2026 along with the full annual report. The history was updated with this newest version on the Ed Foundation's webpage on the Alfred State College website.

SCHOLARSHIP COMMITTEE - Kishan Zuber, Chair

Meetings: The Scholarship Committee met virtually on October 14, 2025, and March 9, 2026.

Goals: The Scholarship Committee reviewed the goals from 2024 – 2025 and decided to combine goal two and five to make thew new goal two more accurate. They also re-worded all of the goals for better understanding.
The goals for 2025 – 2026 are as listed:
1. Fully utilize the total scholarship allocation based on historical data.
2. Optimize spending to maximize ROI in student enrollment.
3. Respond to campus inquiries regarding scholarships at Alfred State College and periodically review scholarship MOUs and annual reports.

4. Evaluate increasing the allocation for Educational Foundation scholarships.
5. Measure yield and retention impact of scholarships offered to enrolled students.

Scholarship Allocations:
The Educational Foundation's scholarship allocation for 2025 – 2026 was $175,000. The Excellence in Education and Distinguished Scholars awards are no longer being granted. The allocation is being used toward the new ASC Pioneer Awards.
Final distribution of scholarship funds for the Fall 2025 totaled $110,500 and were allocated as follows:

ASC Pioneer Awards		$50,500
Phi Theta Kappa Scholarship		$4,000
Transfer Scholarship		$54,500
Vocational Excellence		$1,500
	Total:	$110,500

Final distribution of scholarship funds for the Spring 2026 totaled $47,176.60 and were allocated as follows:

ASC Pioneer Awards		$8,250
Phi Theta Kappa Scholarship		$4,000
Transfer Scholarship		$50,750
Vocational Excellence		$1,500
	Total	$64,500

131 students were supported with the Ed Foundation's scholarship funding this year and they had a 91.3% retention rate from Fall to Spring.

Enrollment & Retention Updates:
Fall 2025 total enrollment increased 5.5%, from 3,562 students to 3,758 students from Fall 2024. 9 out of the 12 SAT programs were waitlisted for the Fall semester. Spring 2026 total enrollment increased 5% (153 students) from Spring 2025 and spring retention remained similar to the previous year.

Endowed Scholarships:
The following amounts were awarded to students for the 2025-2026 academic year from our endowed scholarships.
- Educational Foundation of Alfred Inc Unrestricted Fund awarded $2,950 to Derek Correa (CNC Manufacturing) and $1,500 to Dominic Laramie (Graphic & Media Design).
- Eugene Jacobs Memorial Educational Foundation Endowed Scholarship awarded $1,000 to Jesse Tompkins (Architectural Technology).
- Lawrence "Bud" McCarthy Educational Foundation Endowed Scholarship awarded $1,600 to Tyler Zwald (HVAC).
- Sigma Tau Epsilon Endowed Scholarship awarded $500 to Annabelle Koszelak (Culinary Arts: Baking).

There is a total of $8,650 available from these endowed scholarships to be awarded next academic year.

Historic List of Board Members

Educational Foundation Board Members
1966-1967

James Ballard
Carolee Cotton
James Cretkos
Thomas Dunn
William Harrison
Andrew Hritz
Steward Irwin
Eugene Jacobs
Robert Jetty
Roger Rawe

Educational Foundation Board Members
1967-1968

James Ballard
Herold Ford
William Harrison
Andrew Hritz
Steward Irwin
Eugene Jacobs
Walter Lang
Theodore McClure
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1968-1969

James Ballard
Herold Ford
William Griffiths
William Harrison
Andrew Hritz
Steward Irwin
Eugene Jacobs
Theodore McClure
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1969-1970

James Ballard
Herold Ford
William Griffiths
William Harrison
Andrew Hritz
Eugene Jacobs
Theodore McClure
Kenneth Snyder
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1970-1971

Herold Ford
William Griffiths
William Harrison
Andrew Hritz
Steward Irwin
Eugene Jacobs
Theodore McClure
Keith Palmiter
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1971-1972

Herold Ford
William Griffiths
William Harrison
Steward Irwin
Eugene Jacobs
Theodore McClure
Keith Palmiter
Kenneth Snyder
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1972-1973

John Dupont
Herold Ford
William Griffiths
Steward Irwin
Eugene Jacobs

Theodore McClure
Keith Palmiter
Kenneth Snyder
Ronald Taylor
Gerald Wiles
Shirley Wurz

Educational Foundation Board Members
1973-1974

John Dupont
Herold Ford
William Griffiths
Andrew Hritz
Steward Irwin
Eugene Jacobs
John Joyce
Theodore McClure
Keith Palmiter
Kenneth Snyder
Vincent Trotta
Gerald Wiles

Educational Foundation Board Members
1974-1975

John Dupont
Herold Ford
William Griffiths
Andrew Hritz
Eugene Jacobs
John Joyce
Theodore McClure
Keith Palmiter
Kenneth Snyder
Vincent Trotta
Gerald Wiles

Educational Foundation Board Members
1975-1976

John Dupont
Herold Ford
William Griffiths
Andrew Hritz
Steward Irwin
Eugene Jacobs
John Joyce
Theodore McClure
Keith Palmiter
Kenneth Snyder
Vincent Trotta
Gerald Wiles

Educational Foundation Board Members
1976-1977

John Dupont
Herold Ford
William Griffiths
Roland Hale
Eugene Jacobs
John Joyce
Theodore McClure
Keith Palmiter
Kenneth Snyder
Vincent Trotta
Gerald Wiles

Educational Foundation Board Members
1977-1978

Thomas Cardman (Faculty)
John Dupont (College Council)
Herold Ford (College Council)
William Griffiths
Roland Hale (Faculty)
Eugene Jacobs (Other)
John Joyce
Theodore McClure (College Council)
Lawrence McCarthy (Alumni)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)
Gerald Wiles (Alumni)

Educational Foundation Board Members
1978-1979

Thomas Cardman (Faculty)
John Dupont (College Council)
Herold Ford (College Council)
William Griffiths
Roland Hale (Faculty)
Eugene Jacobs (Other)
John Joyce
Theodore McClure (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)
Gerald Wiles (Alumni)

Educational Foundation Board Members
1979-1980

Thomas Cardman (Faculty)
Herold Ford (College Council)
Harry Graves (College Council)
Roland Hale (Faculty)
Eugene Jacobs (Other)
Richard Lynch (Other)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)

Educational Foundation Board Members
1980-1981

Thomas Cardman (Faculty)
Herold Ford (College Council)
Harry Graves (College Council)
Roland Hale (Faculty)
Eugene Jacobs (Other)
Richard Lynch (Friend)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)

Educational Foundation Board Members
1981-1982

Thomas Cardman (Faculty)
Herold Ford (College Council)
Harry Graves (College Council)
Roland Hale (Faculty)
Eugene Jacobs (Other)
Richard Lynch (Other)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)

Educational Foundation Board Members
1982-1983

Herold Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Council)
Roland Hale (Faculty)
Eugene Jacobs (Other)
Richard Lynch (Other)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)
Dr. David Huntington, College President (Ex Officio)
Jon DeTemple, Executive Vice President (Ex Officio)
Albert Vanderlinde, Dean (Ex Officio)

Educational Foundation Board Members
1983-1984

Herold Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Council)
Roland Hale (Faculty)
Eugene Jacobs (Other)
Richard Lynch (Other)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (Other)
Vincent Trotta (Faculty)
Dr. David Huntington, College President (Ex Officio)
Jon DeTemple, Executive Vice President (Ex Officio)
Albert Vanderlinde, Dean (Ex Officio)

Educational Foundation Board Members
1984-1985

Patricia Fogarty (College Council)
Herold Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Association Membership)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)

Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. David Huntington, College President (Ex Officio)
Ronald Cushman, Assistant Dean for Special Academic Programs (Ex Officio)
Jon DeTemple, Executive Vice President (Ex Officio)
Albert Vanderlinde, Dean (Ex Officio)

Educational Foundation Board Members
1985-1986

Patricia Fogarty (College Council)
Herold Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Association Membership)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. David Huntington, College President (Ex Officio)
Ronald Cushman, Assistant Dean for Special Academic Programs (Ex Officio)
Jon J. DeTemple, Executive Director (Ex Officio)
John Fisher, Vice President for Academic Affairs (Ex Officio)
Albert Vanderlinde, Dean (Ex Officio)
William Argentieri, Legal Counsel

Educational Foundation Board Members
1986-1987

Patricia Fogarty (College Council)
Herold Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Association Membership)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. John O. Hunter, College President (Ex Officio)
Dr. Albert Vanderlinde, Dean (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
William Argentieri, Legal Counsel

Educational Foundation Board Members
1987-1988

Patricia Fogarty (College Council)
Robert Granger (Faculty)
Harry Graves (College Association Membership)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
James Laker (Alumni)
Lawrence McCarthy (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. John O. Hunter, College President (Ex Officio)
Dr. Albert Vanderlinde, Dean (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
William Argentieri, Legal Counsel

Educational Foundation Board Members
1988 – 1989

Patricia Fogarty (College Council)
Herald Ford (College Council)
Robert Granger (Faculty)
Harry Graves (College Association Membership)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
James Laker (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. John O. Hunter, College President (Ex Officio)
Dr. Albert Vanderlinde, Dean (Ex Officio)
Robert Grogan, Director of Public Relations (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
William Argentieri, Legal Counsel

Educational Foundation Board Members
1989 – 1990

Patricia Fogarty (College Council)
Lawrence “Bud” McCarthy (College Council)
Robert Granger (Faculty)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
James Laker (Alumni)
Charles Orlando (College Council)
Keith Palmiter (Alumni)
Kenneth Snyder (College Association Membership)
Vincent Trotta (Faculty)
Dr. John O. Hunter, College President (Ex Officio)
Lee Alley, Vice President for Student Affairs (Ex Officio)
Dr. Albert Vanderlinde, Dean (Ex Officio)
Rolf Zerges, Vice President for Academic Affairs (Ex Officio)
Debbie Clark, Director of Public Relations (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
William Argentieri, Legal Counsel

Educational Foundation Board Members
1990 – 1991

Patricia Fogarty (College Council)
Robert Granger (Faculty)
Roland Hale (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
Donald Mills (College Council)
Charles Orlando (College Council)
Lawrence “Bud” McCarthy (College Council)
Keith Palmiter (Alumni)
Kenneth Philbrick (College Association Membership)
Vincent Trotta (Faculty)
Douglas Barber
Dr. John O. Hunter, College President (Ex Officio)
Rolf Zerges, Vice President for Academic Affairs (Ex Officio)
Craig Clark, Dean (Ex Officio)
John Anderson
Daniel Neverett
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)

Educational Foundation Board Members
1991 – 1992

John Anderson
Patricia Fogarty (College Council)
Robert Granger (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
Donald Mills (College Council)
Charles Orlando (College Council)
Lawrence “Bud” McCarthy (College Council)
Kenneth Philbrick (College Association Membership)
Vincent Trotta (Faculty)
Douglas Barber
Dr. John O. Hunter, College President (Ex Officio)
Rolf Zerges, Vice President for Academic Affairs (Ex Officio)
Craig Clark, Dean (Ex Officio)
Daniel Neverett
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)

Educational Foundation Board Members
1992 – 1993

John Anderson
Ellen Ehrig (Faculty)
Eugene Jacobs (College Association Membership)
Jane Jamison (College Council)
Donald Mills (College Council)
Charles Orlando (College Council)
Lawrence “Bud” McCarthy (College Council)
Kenneth Philbrick (College Association Membership)
David Szczerbacki (College Council)
Vincent Trotta (Faculty)
Douglas Barber
Daniel Neverett
Dr. John O. Hunter, College President (Ex Officio)
Rolf Zerges, Vice President for Academic Affairs
Craig Clark, Dean (Ex Officio)
Debbie Clark (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)

Educational Foundation Board Members
1993 – 1994

Duane Chaffee (Faculty)
Ellen Ehrig (Faculty)
Eugene Jacobs (Honorary Director)
Jane Jamison (College Council)
Bill Richmond (College Association Membership)
Charles Orlando (College Council)
Lawrence “Bud” McCarthy (College Council)
Kenneth Philbrick (College Association Membership)
David Szczerbacki (College Council)
Vincent Trotta (Faculty)
Douglas Barber
Daniel Neverett
Dr. William (Bill) Rezak, College President (Ex Officio)
Rolf Zerges, Vice President for Academic Affairs (Ex Officio)
Craig Clark, Dean (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)

Educational Foundation Board Members
1994 – 1995

Duane Chaffee (Faculty)
Ellen Ehrig (Faculty)
Eugene Jacobs (Honorary Director)
Jane Jamison (College Council)
Gerald Thorington (College Council)
Jeff Marshall (Faculty)
Charles Orlando (College Council)
Lawrence “Bud” McCarthy (College Council)
Gary Balcom (College Association Membership)
David Szczerbacki (College Council)
Bill Richmond (College Association Membership)
Vincent Trotta (Faculty)
Douglas Barber
Neil Benedict
Dr. William Rezak, College President (Ex Officio)
Craig Clark, Dean (Ex Officio)
Debra Boyce, Vice President for Administration (Ex Officio)
Debbie Clark (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)

Educational Foundation Board Members
1995 – 1996

Duane Chaffee (Faculty)
Ellen Ehrig (Faculty)
Eugene Jacobs (Honorary Director)
Jane Jamison (College Council)
Gerald Thorington (College Council)
James Locker (Alumni)
Jeff Marshall (Faculty)
Lawrence “Bud” McCarthy (College Council)
Charles Button (College Association Membership)
Bill Richmond (College Association Membership)
Morris Mead (Faculty)
Douglas Barber
Neil Benedict
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Craig Clark, Dean (Ex Officio)
Debbie Clark (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
Cindy Truax

Educational Foundation Board Members
1996 – 1997

Duane Chaffee (Faculty)
Deborah Goodrich (Faculty)
Eugene Jacobs (Honorary Director)
Jane Jamison (College Council)
James Locker (Alumni)
Lawrence “Bud” McCarthy (College Council)
Charles Button (College Association Membership)
James Raptis (College Council)
Bill Richmond (College Association Membership)
James Casey
Douglas Barber
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Craig Clark, Dean (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
Cindy Truax

Educational Foundation Board Members
1997-1998

Duane Chaffee (Faculty)
Deborah Goodrich (Faculty)
Eugene Jacobs (Honorary Director)
James Locker (Alumni)
Lawrence “Bud” McCarthy (College Council)
Charles Button (College Association Membership)
James Raptis (College Council)
Bill Richmond (College Association Membership)
James Casey
Douglas Barber
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Craig Clark, Dean (Ex Officio)
Thomas Massara (Ex Officio)
William Mombert, Acting Executive Director (Ex Officio)
Cindy Truax

Educational Foundation Board Members
1998-1999

William Austin (Friend of College)
Douglas Barber (Friend of College)
Charles Button (Friend of College)
Duane Chaffee (Faculty)
Craig Clark, Dean (Ex Officio)
George Goetschius (Alumni)
Deborah Goodrich (Faculty)
Eugene Jacobs (Honorary Director)
James Locker (Alumni)
Julie Marshall
Thomas Massara (Ex Officio)
William Mombert (Ex Officio)
Lawrence “Bud” McCarthy (College Council)
Becky Pryzwara
James Raptis (College Council)
Bill Richmond (Friend of College)
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Cindy Truax

Educational Foundation Board Members
1999 – 2000

William Austin (Friend of College)
Douglas Barber (Friend of College)
Charles Button (Friend of College)
Duane Chaffee (Faculty)
Craig Clark, Dean (Ex Officio)
George Goetschius (Alumni)
Deborah Goodrich (Faculty)
Eugene Jacobs (Honorary Director)
James Locker (Alumni)
Julie Marshall
Thomas Massara (Ex Officio)
William Mombert (Ex Officio)
Becky Pryzwara
James Raptis (College Council)
Bill Richmond (Friend of College)
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Cindy Truax

Educational Foundation Board Members
2000 – 2001

William Austin (Friend of College)
Douglas Barber (Friend of College)
Charles Button (Friend of College)
Duane Chaffee (College Faculty - Wellsville)
Craig Clark, Dean (Ex Officio)
Ellen Ehrig (College Faculty)
George Goetschius (Alumni)
Deborah Goodrich (College Faculty)
Becky Herman (Alumni)
Eugene Jacobs (Honorary Director)
James Locker (Friend of College)
Thomas Massara (Ex Officio)
James Raptis (College Council)
James Sawyer (Friend of College)
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Thomas Stolberg (College Faculty)
Non-Board members:
Neil Benedict, Scholarship Committee
Deb Clark, Public Relations Committee
Carl Dennis, Property Committee
Roy Doane, Property Committee
Kathy Feldman, Scholarship Committee
Jane Jamison, Scholarship Committee
Lawrence “Bud” McCarthy, Property Committee
Daniel Neverett, Vice President for Student Affairs, Scholarship Committee
Valerie Nixon, Director, Financial Aid, Scholarship Committee

Educational Foundation Board Members
2001 – 2002

Douglas Barber (Friend of College)
Charles Button (Friend of College)
Duane Chaffee (College Faculty - Wellsville)
Craig Clark, Dean (Ex Officio)
Ellen Ehrig (College Faculty)
George Goetschius (Alumni)
Deborah Goodrich (College Faculty)
Daniel Guiney (Friend of College)
Becky Herman (Alumni)
Eugene Jacobs (Honorary Director)
James Locker (Friend of College)
Thomas Massara (Ex Officio)
James Raptis (College Council)
James Sawyer (Friend of College)
Dr. William Rezak, College President (Ex Officio)
Harry Snoreck, Vice President for Administration (Ex Officio)
Thomas Stolberg (College Faculty)
Carrie Morse

Non-Board members:
Neil Benedict, Scholarship Committee
Deb Clark, Public Relations Committee
Carl Dennis, Property Committee
Roy Doane, Property Committee
Kathy Feldman, Scholarship Committee
Jane Jamison, Scholarship Committee
Lawrence “Bud” McCarthy, Property Committee
Daniel Neverett, Vice President for Student Affairs, Scholarship Committee
Valerie Nixon, Director, Financial Aid, Scholarship Committee

Educational Foundation Board Members
2002-2003

Board Members:
Douglas Barber, Alfred, Treasurer, Friend of the College (7/2000-7/2003)
Charles Button, Jasper, Friend of the College (7/2001-7/2004)
Duane Chaffee, Greenwood, College Faculty (7/2002-7/2005)
Craig Clark, Alfred, Ex-Officio
Ellen Ehrig, Alfred, Vice President, College Faculty (7/2002-7/2004)
George Goetschius, Wellsville, Alumni Representative (7/2000-7/2003)
Deborah Goodrich, Alfred, College Faculty (7/2002-7/2005)
Daniel Guiney, Wellsville, Friend of College (7/2002-7/2005)
Becky Herman, Victor, Alumni Representative (7/2001-7/2004)
Eugene Jacobs, Hornell, Honorary Director
James Locker, Hornell, President, Alumni Representative (7/2000-7/2003)
Thomas Massara, Alfred, Ex-Officio
Dan Neverett, Alfred, Ex-Officio
William Rezak, Alfred, President of Alfred State College, Ex-Officio
James Raptis, Wellsville, College Council Representative (7/2002-7/2005)
James Sawyer, Wellsville, Friend of the College (7/2000-7/2003
Thomas Stolberg, Cuba, College Faculty (7/2000-7/2003)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life - Residence
Deborah Clark, Public Relations Committee, Public Relations Office
Tom Murphy, Property Committee, Building Trades Department
Marshelle Gillette, Property Committee, Physical Plant
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Jamison, Scholarship Committee
Lawrence McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Financial Aid Office

New Members: Milton Brown, Wellsville, College Faculty (7/2003-7/2006)
Julie Hart, Wellsville, Friend of College (7/2003-7/2006)
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2006)

Members Resigned: Thomas Stolberg, 1/23/03

Educational Foundation Board Members
2003-2004

Board Members:
Douglas Barber, Alfred, Treasurer, Friend of the College (7/2000-7/2003)
Milton Brown, Wellsville, College Faculty (7/2003-7/2006)
Charles Button, Jasper, Friend of the College (7/2001-7/2004)
Duane Chaffee, Greenwood, College Faculty (7/2002-7/2005)
Craig Clark, Alfred, Ex-Officio
Ellen Ehrig, Alfred, Vice President, College Faculty (7/2002-7/2004)
George Goetschius, Wellsville, Alumni Representative (7/2000-7/2003)
Deborah Goodrich, Alfred, College Faculty (7/2002-7/2005)
James Grillo, Alfred, President's Designee, Ex Officio
Daniel Guiney, Wellsville, Friend of College (7/2002-7/2005)
Dr. Uma Gupta, Alfred, President of Alfred State College, Ex-Officio
Julie Hart, Wellsville, Friend of the College (7/2003-7/2006)
Becky Herman, Victor, Alumni Representative (7/2001-7/2004)
James Locker, Hornell, President, Alumni Representative (7/2000-7/2003)
Thomas Massara, Alfred, Ex-Officio
Daniel J. Neverett, Alfred, Ex-Officio
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2005)
James Raptis, Wellsville, College Council Representative (7/2002-7/2005)
James Sawyer, Wellsville, Friend of the College (7/2000-7/2003)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life - Residence
Deborah Clark, Public Relations Committee, Public Relations Office
Tom Murphy, Property Committee, Building Trades Department
Nelson Drake, Property Committee, Physical Plant
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Jamison, Scholarship Committee
Lawrence McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Financial Aid Office

New Members: Jeffrey Stevens, Wellsville, College Faculty, (Elected by Faculty Senate, May 2003)
Members Removed: n/a
Members Resigned: Becky Herman
Members Retired: Daniel J. Neverett
Members Deceased: Eugene Jacobs, Honorary Director

Educational Foundation Board Members
2004-2005

Board Members 2004-05:
Douglas Barber, Alfred, Treasurer, Friend of the College (7/2000-7/2007)
Milton Brown, Wellsville, College Faculty (7/2003-7/2006)
Charles Button, Jasper, Friend of the College (7/2001-7/2004)
Duane Chaffee, Greenwood, College Faculty (7/2002-7/2005)
Craig Clark, Alfred, Ex-Officio
Ellen Ehrig, Alfred, Vice President, College Faculty (7/2002-7/2007)
George Goetschius, Wellsville, Alumni Representative (7/2000-7/2006)
Deborah Goodrich, Alfred, College Faculty (7/2002-7/2008)
James Grillo, Alfred, President's Designee, Ex Officio, until April 21, 2005
Deborah Putnam, Alfred, President's Designee, Ex Officio, effective April 22, 2005
Daniel Guiney, Wellsville, Friend of College (7/2002-7/2005)
Dr. Uma Gupta, Alfred, President of Alfred State College, Ex-Officio
Julie Hart, Wellsville, Friend of the College (7/2003-7/2006)
James Locker, Hornell, President, Alumni Representative (7/2000-7/2003)
Thomas Massara, Alfred, Ex-Officio
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2006)
James Raptis, Wellsville, College Council Representative (7/2002-7/2005)
James Sawyer, Wellsville, Friend of the College (7/2000-7/2006)
Jeff Stevens, Wellsville, College Faculty (7/2004-7/2006)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life - Residence
Deborah Clark, Public Relations Committee, Public Relations Office
Tom Murphy, Property Committee, Building Trades Department
Nelson Drake, Property Committee, Physical Plant
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Jamison, Scholarship Committee
Lawrence McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Financial Aid Office

New Members: Norman Ellis, Wellsville, College Faculty (Elected by Faculty Senate, May 2005)
Deborah Putnam, President's Designee, Ex Officio
Cindy Santora, Public Relations Committee, Communications Office Representative

Members Changes: James Grillo
Deborah Clark
Duane Chaffee

Members Retired: Douglas J. Barber

Members Deceased: James Sawyer

Educational Foundation Board Members
2005-2006

Board Members 2005-06:
Milton Brown, Wellsville, College Faculty (7/2003-7/2006)
Charles Button, Jasper, Treasurer/Secretary of Board, Friend of the College (7/2001-7/2007)
Craig Clark, Alfred, Ex-Officio
Ellen Ehrig, Alfred, College Faculty (7/2002-7/2007)
George Goetschius, Wellsville, College Council Representative (7/2000-7/2006)
Deborah Goodrich, Alfred, College Faculty (7/2002-7/2008)
James Grillo, Alfred, President's Designee, Ex Officio, until April 21, 2005
Deborah Putnam, Alfred, President's Designee, Ex Officio, effective April 22, 2005
Daniel Guiney, Wellsville, Vice President of Board, Friend of College (7/2002-7/2008)
Dr. Uma Gupta, Alfred, President of Alfred State College (Represented by Designee)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2006)
James Locker, Hornell, President, Alumni Representative (7/2000-7/2006)
Thomas Massara, Alfred, Ex-Officio
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2006)
James Raptis, Wellsville, College Council Representative (7/2002-7/2008)
Jeff Stevens, Wellsville, College Faculty (7/2004-7/2007)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Duane Chaffee, Finance & Property Committees
Deborah Clark, Public Relations Committee, Public Relations Office, until February 2006
Nelson Drake, Property Committee, Physical Plant, until February 2006
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Jamison, Scholarship Committee
Lawrence McCarthy, Property Committee
Tom Murphy, Property Committee, Building Trades Department, until December 2005
Valerie Nixon, Scholarship Committee, Financial Aid Office
Joe Richardson, Property Committee, Building Trades Department, appointed January 2006

New Members:
Dr. John Clark, Interim President, Alfred State College
Geralyn Gough, Friend of College, Board of Directors (7/2006-7/2009)
Martha Marino, Alumni, Board of Directors (7/2006-7/2009)
Michelle Green, Elected by Faculty Senate, Board of Directors (2006-2009)

Members Changes:
Deborah Clark, resigned from College
Duane Chaffee, from Board member to Ex-Officio, Finance & Property Committees (did not seek re-election by Faculty Senate)
David Gerber, Facilities Services, Property Committee, appointed February 2006 (replaced Nelson Drake)
James Grillo, change of President's designee (replaced Deborah Putnam)
James Locker, from Alumni Representative to Friend of College
Joe Richardson, Building Trades, Proprety Committee, appointed January 2006, (replaced Tom Murphy)
Cindy Santora, Public Relations Committee, Communications Office, appointed February 2006 (replaced Deborah Clark)

Educational Foundation Board Members
2006-2007

Board Members 2006-07:
Charles Button, Jasper, Treasurer/Secretary of Board, Friend of the College (7/2001-7/2007)
Craig Clark, Alfred, Ex-Officio
Dr. John Clark, Alfred, Interim President, Ex Officio*
Ellen Ehrig, Alfred, Friend of College (7/2002-7/2007)
Norm Ellis, Wellsville, College Faculty (7/2002-7/2008)
Mary Fagan, Operations Manager
Deborah Goodrich, Alfred, College Faculty (7/2002-7/2008)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (7/2006-7/2009)
Michelle Green, Alfred, Elected by Faculty Senate, Board of Directors, (2006-2009)*
Deborah Putnam, Vice President for Administration & Information Technology, Ex Officio
Daniel Guiney, Wellsville, Vice President of Board, Friend of College (7/2002-7/2008)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2009)
James Locker, Hornell, President, Friend of College (7/2000-7/2009)*
Martha Marino, Hornell, Alumni, Board of Directors, (7/2006-7/2009)
Thomas Massara, Alfred, Ex-Officio
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2009)
James Raptis, Wellsville, Friend of the College (7/2002-7/2008)
Dr. Ronald Rosati, Provost & Officer in Charge, President's Designee*
Jeff Stevens, Wellsville, Elected College Faculty (7/2004-7/2010)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Duane Chaffee, Finance & Property Committees
Kathy Feldman, Scholarship Committee, Athletics Department
George Goetschius, Property Committee
Jane Jamison, Scholarship Committee
Lawrence "Bud" McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Financial Aid Office
Joe Richardson, Property Committee, Building Trades Department, appointed January 2006
Cynthia Santora, Public Relations Committee, Office of Communications

Members Changes:
*James Locker, from Alumni Representative to Friend of College
*James Raptis from College Council to Friend of College
*Michelle Green, Elected by Faculty Senate, resigned June 2007
*Dr. John Clark, Interim President appointed SUNY Chancellor
*Dr. Ronald Rosati, Provost and Vice President for Academic Affairs, now Provost and Officer in Charge – changes from President's Designee to Ex Officio

Educational Foundation Board Members
2007-2008

Board Members 2007-08:
Dr. John M. Anderson, President of Alfred State College, (appointed College President March 2008)*
Charles Button, Jasper, Treasurer/Secretary of Board, Friend of the College (7/2007-7/2010)
Craig Clark, Alfred, Ex-Officio
Maryanne Cole, Elected College Faculty (7/2006-7/2009)
Ellen Ehrig, Alfred, Friend of College (7/2007-7/2010)
Norm Ellis, Wellsville, College Faculty (7/2008-7/2011)
Mary Fagan, Operations Manager
Deborah Goodrich, Alfred, College Faculty (7/2008-7/2011)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (7/2006-7/2009)
Daniel Guiney, Wellsville, Vice President of Board, Friend of College (7/2007-7/2010)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2009)
James Locker, Hornell, President, Alumni (7/2000-7/2009)*
Martha Marino, Hornell, Alumni, Board of Directors, (7/2006-7/2009)
Thomas Massara, Alfred, Ex-Officio
Charles Neal, Interim Vice President for Administration, Ex Officio*
Beth Plaisted, Whitesville, Alumni Representative (7/2003-7/2009)*
James Raptis, Wellsville, Friend of the College (7/2007-7/2010)
Dr. Ronald Rosati, Provost & Officer in Charge, President's Designee* until March 2008
Jeff Stevens, Wellsville, Elected College Faculty (7/2007-7/2010)
Daniel Whitford, Wellsville, Friend of the College, (7/2007-7/2010)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Duane Chaffee, Finance & Property Committees
Kathy Feldman, Scholarship Committee, Athletics Department
Marshelle Gillette, Property Committee, Facilities
George Goetschius, Property Committee
Jane Jamison, Scholarship Committee
Lawrence "Bud" McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Financial Aid Office
Joe Richardson, Property Committee, Building Trades Department, appointed January 2006
Cynthia Santora, Public Relations Committee, Office of Communications

Members Changes:
*Dr. John M. Anderson, Alfred State College President, Ex Officio, March 2008
*James Locker, from Friend of College to Alumni
*Charles Neal, Interim Vice President for Administration, Ex Officio, June 2008
Valerie Nixon, Vice President for Administration & Enrollment Management, Ex Officio, effective June 2008 (replaces Charles Neal)
*Beth Plaisted, Whitesville, Alumni (resigned 2008)
*Dr. Ronald Rosati, Provost and Vice President for Academic Affairs until March 2008, Ex Officio

Educational Foundation Board Members
2008-2009

Board Members 2008-09:
Dr. John M. Anderson, President of Alfred State College, (appointed College President March 2008)
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (7/2007-7/2010)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Maryanne Cole, College Faculty (7/2006-7/2009)
Ellen Ehrig, Alfred, Friend of College (7/2007-7/2010)
Norm Ellis, Hornell, Wellsville College Faculty (7/2008-7/2011)
Mary Fagan, Wellsville, Operations Manager
George Goetschius, Wellsville, Alumni (7/2008-7/2011)
Deborah Goodrich, Alfred, Alfred College Faculty (7/2008-7/2011)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (7/2006-7/2009)
Daniel Guiney, Wellsville, Vice President of Board, Friend of College (7/2007-7/2010)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2009)
James Locker, Hornell, Alumni, President, Board of Directors (7/2000-7/2009)
Martha Marino, Hornell, Alumni, Board of Directors (7/2006-7/2009)
Thomas Massara, Executive Director – ACES, Alfred, Ex-Officio
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (7/2007-7/2010)
Jeffery Stevens, Wellsville, Wellsville College Faculty (7/2007-7/2010)
Daniel Whitford, Wellsville, Friend of the College, (7/2007-7/2010)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Kathy Feldman, Scholarship Committee, Athletics Department
Marshelle Gillette, Property Committee (term expired May 2009)
Jane Gilliland, Scholarship Committee, Financial Aid Office
Stephanie Hoyer, Public Relations Committee, Office of Communications
Jane Jamison, Scholarship Committee
Lawrence “Bud” McCarthy, Property Committee
Valerie Nixon, Scholarship Committee, Vice President for Administration
Joe Richardson, Property Committee, Building Trades Department, appointed January 2006
Cynthia Santora, Public Relations Committee, Office of Communications
Tom Windus, Property Committee, Facilities Director

Member Changes:
Jane Gilliland, Sr. Director of Financial Aid, new member of Scholarship Committee
David Haggstrom, College Faculty (replacing Maryanne Cole) – term July 1, 2009-2012
Stephanie Hoyer, Web/New Media Coordinator, new member of Public Relations Committee
Tom Windus replaced Marshelle Gillette as new Director of Facilities

Educational Foundation Board Members
2009-2010

Board Members 2009-2010:
Dr. John M. Anderson, President of Alfred State College, (appointed College President March 2008)
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (7/2007-7/2010)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (7/2007-7/2010)
Norm Ellis, Hornell, Wellsville College Faculty (7/2008-7/2011)
Mary Fagan, Wellsville, Operations Manager (2003)
George Goetschius, Wellsville, Alumni (7/2008-7/2011)
Deborah Goodrich, Alfred, Alfred College Faculty (7/2008-7/2011)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (7/2006-7/2012)
Daniel Guiney, Wellsville, Friend of College, Vice President, Board of Directors, (7/2007-7/2011)
David Haggstrom, Faculty – (7/2009-7/2012)
Julie Hart, Wellsville, Friend of the College (7/2003-7/2012)
James Locker, Hornell, Alumni, President, Board of Directors. (7/2000-7/2012)
Martha Marino, Hornell, Alumni, Board of Directors, (7/2006-7/2012)
Thomas Massara, Executive Director - ACES, Ex-Officio
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (7/2007-7/2011)
George “Joe” Richardson, Interim Dean, School of Applied Technology (Fall 2009-Spring 2010)
Jeffery Stevens, Wellsville, Wellsville College Faculty (7/2007-7/2013)
Daniel Whitford, Wellsville, Friend of the College, (7/2007-7/2010)

Non-Board Committee Members:
Neil Benedict, Scholarship Committee, Campus Life – Residence
Kathy Feldman, Scholarship Committee, Athletics Department
Jane Gilliland, Scholarship Committee, Student Records and Financial Services
Stephanie Hoyer, Public Relations Committee, Office of Communications
Jane Jamison, Scholarship Committee
Lawrence “Bud” McCarthy, Property Committee
George “Joe” Richardson, Property Committee, Building Trades Department, appointed January 2006
Cynthia Santora, Public Relations Committee, Office of Communications
Thomas Windus, Property Committee, Facilities Director

Members Changes:
Martha Marino and Daniel Guiney resigned from the Board.
Geralyn Gough appointed Interim Vice President for the Foundation.
David Haggstrom appointed Chair, By-Laws Committee

Educational Foundation Board Members
2010-2011

Dr. John M. Anderson, President of Alfred State College
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (1996)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (1990)
Norm Ellis, Hornell, Wellsville College Faculty (2005)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (2010)
George Goetschius, Wellsville, Alumni – (1997)
Deborah Goodrich, Alfred, Alfred College Faculty (1999)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Wellsville, Friend of the College (2003)
James Locker, Hornell, Alumni, President, Board of Directors. (1996)
Victoria Joyce-Middaugh, Wellsville, Friend of College, Board of Directors (2010)
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (1999)
Stephen Schnorr, Executive Director, ACES, Ex-Officio
Jeffery Stevens, Wellsville, Wellsville College Faculty (2004)
Daniel Whitford, Wellsville, Friend of the College, (2007)

Educational Foundation Board Members
2011-2012

Dr. John M. Anderson, President of Alfred State College
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (1996)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (1990)
Norm Ellis, Hornell, Wellsville College Faculty (2005)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (2010)
George Goetschius, Wellsville, Alumni – (1997)
Deborah Goodrich, Alfred, Alfred College Faculty (1999)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Wellsville, Friend of the College (2003)
James Locker, Hornell, Alumni, President, Board of Directors. (1996)
Victoria Joyce-Middaugh, Wellsville, Friend of College, Board of Directors (2010)
Valerie Nixon, Vice President for Administration, Ex Officio
James Raptis, Wellsville, Friend of the College (1999)
David Sengstock, Executive Director, ACES, Ex-Officio
Jeffery Stevens, Wellsville, Wellsville College Faculty (2004)
Daniel Whitford, Wellsville, Friend of the College, (2007)

Educational Foundation Board Members
2012-2013

Dr. John M. Anderson, President of Alfred State College (Resigned March, 2013)
Patrick Barry, Wellsville, Friend of College, (2013)
Scott Burt, Scio, Friend of College, (2012)
Charles Button, Jasper, Friend of College, Treasurer/Secretary, Board of Directors (1996)
Craig Clark, Dean, School of Applied Technology, Ex-Officio
Ellen Ehrig, Alfred, Friend of College (1990)
Norm Ellis, Hornell, Wellsville College Faculty (2005)
Mary Fagan, Wellsville, Operations Manager (2003)
Beth Farwell, Wellsville, Friend of College, Board of Directors (2010)
George Goetschius, Wellsville, Alumni – (1997)
Deborah Goodrich, Alfred, Alfred College Faculty (1999)
Geralyn Gough, Wellsville, Friend of College, Board of Directors (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Wellsville, Board President, Friend of the College (2003)
Casey Joyce, Wellsville, Friend of College (2012)
Valerie Nixon, Interim President, Ex Officio
David Sengstock, Executive Director, ACES, Ex-Officio
Terri Ross, Alumni, (2012)
Jeffery Stevens, Wellsville, Wellsville College Faculty (2004)

Educational Foundation Board Members
2013-2014

Dr. Skip Sullivan, President, Alfred State College, Ex Officio (2014)
Patrick Barry, Friend of College, (2013)
Scott Burt, Friend of College, (2012)
Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
Mary Fagan, Operations Manager (2003)
George Goetschius, Alumni – (1997)
Deborah Goodrich, Alfred College Faculty (1999)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Board President, Friend of the College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Valerie Nixon, Executive Vice President, Ex Officio (2005)
Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of the College, (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Educational Foundation Board Members
2014-2015

Dr. Skip Sullivan, President, Alfred State College, Ex Officio (2014)
Patrick Barry, Friend of College, (2013)
Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
George Goetschius, Alumni – (1997)
Deborah Goodrich, Ex Officio (2014)
Geralyn Gough, Friend of College, (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Board President, Friend of the College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Valerie Nixon, Executive Vice President, Ex Officio (2005)
Terri Ross, Alumni, (2012)
Sandra Sawyer, Friend of the College, (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)

Educational Foundation Board Members
2015-2016

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Patrick Barry, Friend of College (2013)
Dr. Craig Clark, Dean, School of Applied Technology, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
Norm Ellis, Wellsville College Faculty (2005)
George Goetschius, Alumni – (1997)
Deborah Goodrich, Ex Officio (2014)
Geralyn Gough, Friend of College (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Board President, Friend of College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty Administrative (2015)
Ana McClanahan, Ex-Officio (2016)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Terri Ross, Alumni (2012)
Sandra Sawyer, Friend of College (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty (2004)'

Educational Foundation Board Members
2016-17

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Patrick Barry, Friend of College (2013)
Dr. Craig Clark, Ex-Officio (1996)
Ellen Ehrig, Friend of College (1990)
George Goetschius, Board Vice President, Alumni (1997)
Deborah Goodrich, Ex Officio (2014)
Geralyn Gough, Friend of College (2006)
David Haggstrom, Faculty – (2009)
Julie Hart, Board President, Friend of College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty Administrative (2015)
Ana McClanahan, Dean, School of Applied Technology, Ex-Officio (2016)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Mark Payne, College Faculty – Wellsville (2016)
Terri Ross, Secretary/Treasurer, Alumni (2012)
Sandra Sawyer, Friend of College (2014)
Mary Scholla, Operations Manager (2014)
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Wellsville College Faculty-at-Large (2004)

Educational Foundation Board Members
2017-18

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio (2014)
Ruthanne Ashworth, Faculty – Alfred - 2017
Patrick Barry, Friend of College (2013)
Glenn Brubaker, Director, Facilities Services (Ex Officio)
Dr. Craig Clark, Ex-Officio (1996)
George Goetschius, Board Vice President, Alumni (1997)
Deborah Goodrich, Ex Officio (2014)
Geralyn Gough, Friend of College (2006)
David Haggstrom, Friend of College – (2017)
Julie Hart, Board President, Friend of College (2003)
Casey Joyce, Friend of College (2012)
Carissa Knapp, Friend of College (2014)
Jim Knapp, Friend of College (2015)
Peter McClain, Faculty Administrative (2015)
Valerie Nixon, Executive Vice President, Ex-Officio (2005)
Mark Payne, College Faculty – Wellsville (2016)
Terri Ross, Secretary/Treasurer, Alumni (2012)
Sandra Sawyer, Friend of College (2014)
Mary Scholla, Operations Manager (2014)
Bradley Smith, Faculty-at-Large
David Sengstock, Executive Director, ACES, Ex-Officio (2011)
Jeffery Stevens, Interim Dean, School of Applied Technology (2017)

Educational Foundation Board Members
2018-19

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
Ruthanne Ashworth, Faculty (Alfred) - (2017)
Patrick Barry, Friend of College - (2013)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
David Haggstrom, Friend of College - (2009/2017)
Julie Hart, Friend of College, Vice President, Board of Directors - (2003)
Casey Joyce, Friend of College - (2012)
Carissa Knapp, Friend of College - (2014)
Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative) - (2015)
Valerie Nixon, Executive Vice President, Ex-Officio - (2005)
Mark Payne, Faculty (Wellsville) - (2016)
Terri Ross, Alumni, Secretary/Treasurer, Board of Directors - (2012)
Sandra Sawyer, Friend of College - (2014)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Educational Foundation Board Members
2019-20

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
Ruthanne Ashworth, Faculty (Alfred) - (2017)
Patrick Barry, Friend of College - (2013)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Julie Hart, Friend of College, Vice President, Board of Directors - (2003)
Casey Joyce, Friend of College - (2012)
Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative) - (2015)
Mark Payne, Faculty (Wellsville) - (2016)
Terri Ross, Alumni, Secretary/Treasurer, Board of Directors - (2012)
Sandra Sawyer, Friend of College - (2014)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Ed Foundation Board Members
2020-2021

Dr. Skip Sullivan, President, Alfred State College, Ex-Officio - (2014)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Jim Knapp, Friend of College - (2015)
Kathy Markel, Faculty (at Large – (2018)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2015)
Valerie Nixon, Friend of College – (2020)
Mark Payne, Faculty (Wellsville) - (2016)
Sandra Sawyer, Friend of College - (2014)
Ashley Shaloo, Faculty (Alfred) – (2020)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Ed Foundation Board Members
2021-2022

Dr. John Anderson, Officer in Charge, Alfred State College, Ex-Officio - (2021 – March 2022)
Jonna Anne, Executive Director, ACES, Ex-Officio – (effective October 2021)
Ruthanne Ashworth, Faculty (at Large) – (2021)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Joseph Greenthal, Chief Financial Officer, Ex Officio (2019)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Jim Knapp, Friend of College - (2015) – resigned March 2022
Dr. Steven Mauro, President (effective March 28, 2022)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2015)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
Mary Scholla, Operations Manager - (2014)
David Sengstock, Executive Director, ACES, Ex-Officio - (2011) – retired October 2021
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Ed Foundation Board Members
2022-2023

Jonna Anne, Executive Director, ACES, Ex-Officio – (2021)
Ruthanne Ashworth, Faculty (at Large) – (2021)
George Goetschius, Alumni, President, Board of Directors - (1997)

Geralyn Gough, Friend of College - (2006)
Kristopher Green, Alumni – (2022)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Dr. Steven Mauro, President (2022)
Peter McClain, Faculty (Administrative), Secretary/Treasurer, Board of Directors - (2014)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
John Sadowski, Alumni – (2022)
Mary Scholla, Operations Manager - (2014)
Timothy Sortore, Vice President for Finance and Administration, Ex Officio (2022)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Ed Foundation Board Members
2023-2024

Jonna Anne, Executive Director, ACES, Ex-Officio – (2021)
Justin Cornelius, Faculty (at Large) – (2023)
George Goetschius, Alumni, President, Board of Directors - (1997)
Geralyn Gough, Friend of College - (2006)
Kristopher Green, Alumni – (2022)
David Haggstrom, Friend of College - (2009/2017)
Casey Joyce, Friend of College, Vice President, Board of Directors - (2012)
Ryan LaBrozzi, Vice President for Finance and Administration, Ex Officio (4/2024)
Dr. Steven Mauro, President (2022)
Peter McClain, Faculty (Professional), Secretary/Treasurer, Board of Directors - (2014)
Ryan Miller, Alumni – (2021)
Valerie Nixon, Friend of College – (2020)
Sandra Sawyer, Friend of College - (2014)
Bradley Smith, Faculty (Wellsville) - (2021)
Jennie Thwing, Faculty (Alfred) – (2021)
John Sadowski, Alumni – (2022)
Mary Scholla, Operations Manager - (2014)
Timothy Sortore, Vice President for Finance and Administration, Ex Officio (2022)
Jeffrey Stevens, Dean, School of Applied Technology, Ex-Officio - (2004/2017)

Ed Foundation Board Members
2024 – 2025

<u>Board of Directors:</u>
George Goetschius, Ed Foundation President; Alumni (1997;2008)
Casey Joyce, Ed Foundation Vice-President; Friend of the College (2012)
John Sadowski, Ed Foundation Treasurer/Secretary; Alumni (2022)
Dr. Steven Mauro, ASC President; Ex-Officio (2022)

Jonna Anne, ACES Director; Ex-Officio (2021)
Amy Bennett; Friend of the College (2024)
Samantha Brockway; Operations Manager (2024)
Justin Cornelius; Faculty-at-Large (2023)
Geralyn Gough; Friend of the College (2006)
Kristopher Green; Friend of the College (2022)
David Haggstrom; Friend of the College (2009;2017)
Ryan LaBrozzi; ASC Vice President of Finance & Administration; Ex-Officio (2024)
Ryan Miler; Alumni (2021)
Valerie Nixon; Friend of the College (2020)
Spencer Peavey; Faculty-Professional (2024)
Bradley Smith; Faculty-Wellsville (2021)
Jeffrey Stevens, ASC Dean of the School of Applied Technology; Ex-Officio (2004;2017)
Jennie Thwing; Faculty-Alfred (2021)
Kishan Zuber, ASC Vice President of Enrollment Management; Committee Chair (2024)

Non-Board Committee Members:
Dr. Craig Clark, ASC Vice President of Economic Development; Property Committee
Rose Cook, ACES Controller; Audit & Finance and Property Committees
Ronald Jacobson, ASC School of Applied Technology Faculty; Property Committee
Jon Nickerson, ASC Director of Facilities; Property Committee; Ex-Officio
Timothy Rohrer, ASC School of Applied Technology Faculty; Property Committee
Julie Rose, ASC Senior Director of Student Records and Financial Services; Scholarship Committee
Paul Welker, ASC Marketing Communications; Public Relations Committee

Member Updates:
Operations Manager: Mary Scholla retired on June 31 and Samantha Brockway started on July 1.
Treasurer/Secretary: Peter McClain declined to renew his term and John Sadowski was appointed on May 16.
Sandy Sawyer declined to renew her term which has left a Friend of the College vacancy open as of April of 2025.

Ed Foundation Board Members
2025 – 2026

Board of Directors:
George Goetschius, Ed Foundation President; Alumni (1997;2008)
Casey Joyce, Ed Foundation Vice-President; Friend of the College (2012)
John Sadowski, Ed Foundation Treasurer/Secretary; Alumni (2022)
Dr. Steven Mauro, ASC President; Ex-Officio (2022)
Jonna Anne, ACES Director; Ex-Officio (2021)
Amy Bennett; Friend of the College (2024)
Samantha Brockway; Operations Manager (2024)
Molly Cole; Friend of the College (2025)
Justin Cornelius; Faculty-at-Large (2023)
Kristopher Green; Friend of the College (2022)
David Haggstrom; Friend of the College (2009;2017)
Ryan LaBrozzi; ASC Vice President of Finance & Administration; Ex-Officio (2024)
Erica Matteson; Faculty-Alfred (2025)

Ryan Miller; Alumni (2021)
Valerie Nixon; Friend of the College (2020)
Spencer Peavey; Faculty-Professional (2024)
Michael Ronan; Friend of the College (2025)
Bradley Smith; Faculty-Wellsville (2021)
Jeffrey Stevens, ASC Dean of the School of Applied Technology; Ex-Officio (2004;2017)
Kishan Zuber, ASC Vice President of Enrollment Management; Committee Chair (2024)

Non-Board Committee Members:
Melissa Castle, EHS Officer; Property Committee
Dr. Craig Clark, ASC Vice President of Economic Development; Property Committee
Rose Cook, ACES Controller; Audit & Finance Committee
Ronald Jacobson, ASC School of Applied Technology Faculty; Property Committee
Adam Nevol, Assistant ACES Controller; Property Committee
Jon Nickerson, ASC Director of Facilities; Property Committee; Ex-Officio
Julie Rose, ASC Senior Director of Student Records and Financial Services; Scholarship Committee
Paul Welker, ASC Marketing Communications; Public Relations Committee