

**Northwest Florida State College Foundation  
Development Committee Meeting Agenda**

Wednesday, April 19, 2023 at 8:00 AM  
Room 302, Building 400  
Niceville Campus

- I. Call to Order
- II. Approval of Minutes
  - a. 1/18/2023 Development Committee Meeting
  - b. 4/11/2023 Alumni Working Group Meeting
- III. 2023 Alumni Awards
- IV. Year-to-Date Fundraising Report
  - a. Total Gifts and Pledges
- V. Annual Solicitations
  - a. Board Division
  - b. President's Circle
- VI. Fund Raising Priorities
- VII. Board Engagement Discussion
- VIII. Announcements

NWFSC Development Committee Meeting  
January 18, 2023, 8:00 a.m.  
Building 400, Room 302  
Niceville Campus

**Members Present:**

Tyler Jarvis  
Hu Ross  
Gordon King

Alan Wood  
Stan Siefke  
Michelle Freeman

**Staff Present:**

Jennifer Bernich  
A'isha Cristobal  
Conner Rogers

Wendy McAdams Dorr  
Chris Stowers

**Absent:**

Cecil Williams  
Don Litke

Teresa Halverson  
Bernard Johnson

**Call to Order:**

Mr. Wood called the meeting to order at 8:02 a.m.

**Approval of Committee Meeting Minutes:**

The minutes from the October 19, 2022 Development Committee Meeting were presented. **Motion to approve minutes as presented Mr. King; Second, Mr. Siefke. Motion to approve carried unanimously.**

**Year-to-Date Fundraising:**

Mr. Stowers presented the Year-to-Date fundraising report. NWF State College Foundation's Continuous Improvement Plan goal is to increase annual support (gifts, memberships, new pledges, and in-kind donations) to the Foundation, by 5% based on a rolling three year average, resulting in a minimum of \$1,357,795 raised by June 30, 2023. As of December 31, 2022 \$506,700 has been raised.

**Annual Solicitations Report:**

Ms. Rogers presented the annual solicitations report. Out of 32 total board members (Foundation Board and Board of Trustees) 23 members, 71%, have made gifts this fiscal year. As of December 31, 2022 there are 61 members of President's Circle with gifts and pledges totaling \$41,700. Florida First Generation Matching Grant had 9 donors being able to raise \$11,477.

**New Endowment**

Ms. Rogers presented a new endowment to the committee, the AFC April Leake Scholarship. The AFC, Association of Florida Colleges NWFSC Chapter, created the AFC April Leake Scholarship with a \$5,000 gift and pledge for an additional \$10,000. This scholarship was named for the current president of the association April Leake for her passion to help students pursue their education here at NWFSC as well as

our affiliated program with UWF. **Motion to approve the AFC April Leake Scholarships for presentation to the Board, Mr. Sefke; Second, Mr. Ross. Motion carried unanimously.**

**Raider Champions Scholarship**

Mr. Stowers presented options for potential name changes to the Raider Champion Scholarship Endowment. Raider Mission Endowment and Raider ONE Endowment were accepted well among the committee with the understanding that Dr. Stephenson will have the final approval. Questions were raised about the intent of the endowment and how soon the endowment will be able to start helping students.

A list was shared with the committee of potential top donor prospects. The list was developed based on the feedback from the October 19, 2022 meeting where members were asked to provide feedback regarding the ability and affinity of donor prospects who were invited to one of the Leadership Awareness events in preparation for the Major Gifts Campaign in 2019. The committee was asked to review the list and provide additional information regarding any of the prospects the members know. Mr. Stowers will follow-up with committee members individually to help build a strategy towards cultivating the prospects with a goal of securing a gift for the Raider Champions Scholarship Endowment.

**Alumni Activities:**

Ms. Rogers presented the Alumni Awards program timeline. The Alumni Working Group will meet April 11, 2023 to vet applicants. The Development Committee will meet April 19, 2023 to approve finalists. The final selections will be presented to the Board on May 2, 2023.

**Development Activities:**

Mr. Stowers presented a list of upcoming events across the college.

**Next Meetings:**

The next Development Committee Meeting is April 19, 2023 at 8:00 a.m.

**Adjournment:**

There being no further business, the meeting adjourned at 8:53 a.m.

\_\_\_\_\_  
Alan Wood, Development Committee Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chris Stowers, Secretary

\_\_\_\_\_  
Date

## **NWF State College Foundation Development Committee Alumni Working Group**

Room 301, Building 400

Niceville Campus

April 11, 2023, 8:00 a.m.

### **Members Present:**

Teresa Halverson

Tyler Jarvis

Don Litke

Hu Ross

### **Staff Present:**

Jennifer Bernich

Conner Rogers

Chris Stowers

### **Call to Order:**

Meeting began at 8:07 a.m.

### **2023 Alumni Awards:**

Mr. Stowers discussed the Alumni Award nomination process with input on how to improve the nomination process in the future. The field of nominees this year was limited and information on the nominees received was not very detailed in some instances.

### **Dr. Michael Williams – Distinguished Alumni:**

Mr. Jarvis stated he knew Dr. Williams on a personal level, but was not familiar with his career success.

Mr. Stowers suggested contacting nominator to ask for more information on how candidate has excelled on the state/national level and committee agreed.

### **Mr. Michael Nguyen – Distinguished Alumni:**

After reviewing category and nominee, the committee came to an agreement that he is better qualified for the Hometown Hero award. The committee agreed to award Mr. Nguyen the Hometown Hero Award. Mr. Stowers will contact nominator to inform him of the change of category.

### **Caleb Wise – Hometown Hero:**

The committee commented on the lack of information in the nomination and agreed that the nominator should be contacted to provide more details about the candidate. Mr. Litke agreed to reach out.

### **Dr. Jennifer Miller – Distinguished Alumni:**

Committee agreed that the candidate is very accomplished, but the nomination form was hard to decipher. Candidate is a previous NWFSC Alumni Award winner in another category and, as a result, the committee agreed to not award Dr. Miller for this award.

**SeifAllah Salotto-Cristobal – Rising Star:**

Mr. Stowers pointed out that Mr. Salotto-Cristobal is a family member of a previous Foundation staff member, but the committee agreed that did not exclude him from consideration. Committee came to an agreement that Mr. Salotto-Cristobal is the winner.

**Other Business:**

The committee agreed to extend process in order to collect more information on nominees and if additional information is obtained, to finalize the two remaining nominations at the Development Committee meeting on 04/19/2023.

**Adjournment:**

There being no further business, the meeting ended at 8:42.

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Chris Stowers-Executive Director

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Date

## MEMORANDUM

TO: Development Committee

FROM: Mr. Chris Stowers, Executive Director

DATE: April 19, 2023

SUBJECT: Alumni Awards

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The nomination deadline for NWF State College Alumni Awards was March 27, 2023. On April 11, four members of the Foundation Board reviewed qualified nominations and chose the following alumni to receive the 2023 Alumni Awards. Alumni Working Group participants were Don Litke, Tyler Jarvis, Hu Ross, and Tyler Jarvis.

**Hometown Hero** - Has achieved success within nominating college's district and demonstrated notable community involvement.

**Michael Nguyen** – Mr. Nguyen graduated from South Walton High School in 2015 and enrolled in the Florida Law Enforcement Basic Recruit Training Program in August of that same year. In December of 2015, he joined the Northwest Florida State College Campus Police Department as a non-sworn Campus Security Specialist where he served for two and half years while he continued to take classes. Michael joined the Okaloosa County Sheriff's Department as a Certified Sworn Law Enforcement Officer in 2019 where he continues to serve. He enrolled in Northwest Florida State College in 2021 to pursue an AS in Computer Information Technology, which he completed in December, 2022. While at NWFSC, he was a member of the Dean's List as well as the President's List, graduating with a cumulative GPA of 3.9. Michael has also volunteered with multiple organizations across the community as well as a disabled veteran after serving as an active duty enlisted infantryman.

**Rising Star** - Is under 40 years of age, a success story with potential for achievement in a state or national arena.

**SeifAllah Salotto-Cristobal** - Mr. Salotto-Cristobal earned his Associate in Arts degree in 2005 from NWFSC, and continued his education at UWF earning his Bachelor of Arts, Interdisciplinary Humanities in 2008. He went on to earn a Master of Fine Arts in Lighting and Production Design from the University of Missouri – Kansas City in 2011. SeifAllah began working in theater production while a student in Missouri and has continued to this day. In total, he has been a part of more the 170 theater productions across the eastern half of the United States. In 2019, he joined the faculty of the University of Southern Maine as an Assistant Professor of Lighting Design. Finally, SeifAllah has won more than 15 awards from regional arts organizations including Best Lighting Design of a Play or Musical, Best Production Design, Gilbert Hemsley Lighting Internship Finalist (New York), and National Opera Association's Production Competition Honorable Mention.

## **Additional Nominations**

Two other nominations were received but the committee did not feel that there was enough information in the nomination form to merit bestowing the award. Members of the committee have reached out to the nominators and if additional information is received, it will be reviewed by the Development Committee.

The other nominations are:

**Distinguished Alumni** — Is a true success story in a state or national arena

**Dr. Michael Williams**

**Hometown Hero** - Has achieved success within nominating college's district and demonstrated notable community involvement.

**Caleb Wise**

Once approved, the names of 2023 Alumni Winners will be forwarded as recommendations to the NWFSC Foundation Board. Winners will be introduced and recognized at the annual Scholars and Donors Luncheon in November 2023.

## **RECOMMENDATION:**

The NWFSC Foundation Development Committee accepts the proposed 2023 Alumni Award winners for presentation to the Board.

**MEMORANDUM**

TO: NWFS Foundation Development Committee

FROM: Chris Stowers, Executive Director

DATE: April 19, 2023

SUBJECT: Year-to-Date Fundraising Report

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NWF State College Foundation’s *Continuous Improvement Plan* goal is to increase annual support (gifts, memberships, new pledges, and in-kind donations) to the Foundation, by 5% based on a rolling three-year average, resulting in a minimum of \$1,357,795 raised by June 30, 2023. The chart below shows a year-to-date comparison for December 31, 2022 to December 31, 2021, as well as the total amount raised for the prior three years.

| <b>Revenue Type</b>                   | <b>YTD as of<br/>3.31.23</b> | <b>YTD as of<br/>3.31.22</b> | <b>FYE 2022</b>  | <b>FYE 2021</b>  | <b>FYE 2020</b> |
|---------------------------------------|------------------------------|------------------------------|------------------|------------------|-----------------|
| Gifts and Pledges                     | 514,818                      | 879,124                      | 1,225,312        | 1,191,253        | 716,078         |
| Memberships                           | 58,550                       | 57,225                       | 53,775           | 36,380           | 67,382          |
| Grants                                | 176,000                      | 15,975                       | 15,975           | 371,288          | 65,026          |
| Gifts in Kind                         | 7,713                        | 28,989                       | 50,294           | 58,737           | 27,914          |
| <b>TOTAL</b>                          | <b>757,081</b>               | <b>981,313</b>               | <b>1,345,356</b> | <b>1,657,657</b> | <b>876,400</b>  |
|                                       |                              |                              |                  |                  |                 |
| <b>FY 2023 Goal</b>                   | <b>1,357,795</b>             |                              |                  |                  |                 |
| <b>Percent to Goal as of 12.31.22</b> | <b>56%</b>                   |                              |                  |                  |                 |



## MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Conner Rogers, Director of Development

DATE: April 19, 2023

SUBJECT: Annual Solicitations Report

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### Board Division

Board participation in the Annual Fund creates and reinforces a culture of giving that is not attainable by volunteering alone.

### Foundation Board and Trustee Gifts and Pledge Payments

|                                   | <b>FY 2023</b> | <b>FY 2022</b> | <b>FY 2021</b> |
|-----------------------------------|----------------|----------------|----------------|
|                                   | <b>YTD</b>     | <b>TOTAL</b>   | <b>TOTAL</b>   |
| Total Board Prospect Base         | 32             | 35             | 37             |
| Division Goal                     | 100%           | 100%           | 100%           |
| Number Gifts and Pledges to Date  | 26             | 35             | 32             |
| Percent of goal                   | 81%            | 100%           | 86%            |
| Number of Board Members Remaining | 6              | 0              | 5              |

### President's Circle

Funds to the President's Circle are unrestricted and provide the college flexibility to use funds where needed most. All members whose memberships were expired or up for renewal have been mailed letters asking them to renew. Faculty and Staff are always encouraged to join as well.

### President's Circle Membership

Current Members: 63

Total Giving: \$41,100

## MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Chris Stowers, Executive Director

DATE: April 19, 2023

SUBJECT: Foundation Fund Raising Priority

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Since the conclusion of the “Take Flight” major gifts campaign, Foundation staff has been laying the groundwork to pursue building the Raider Champions Scholarship Endowment. Under Dr. Stephenson’s leadership, the vision of the endowment is to remove the financial barriers to local students achieving their educational goals. The Development Committee has provided valuable insight into the name, message and donor prospects for this initiative.

As the College concludes the 2020-2023 strategic plan and prepares for the launch of the next 3-year plan, a great deal of conversation has occurred about the strategic needs of the college and how the Foundation can be in position to support them.

After extensive discussion between the College and Foundation leadership, it has been determined that a shift in focus is needed.

In addition to the outstanding academic and career education programs that make Northwest Florida State College the premier educational institution in the region, athletics has been a shining star for both the college and the community. Through continued success both on and off the field, our student athletes, coaching staff, and administration have established a level of excellence in the Panhandle, across the state, and throughout the country.

In order to secure the legacy of excellence for our student athletes, we are asking the Foundation to prioritize building an endowment to provide ongoing funding for athletic tuition, housing, and program support.

By raising an endowment, the Foundation could play a critical role in shaping the future of the athletics program for years to come. What has been such a significant part of our community could be positioned to continue to excel for years to come.

Finally, the timing has never been better to embark on a fundraising campaign for athletics. With national championships in each of the last three years, NWFSC has proven that winning – and producing stellar student athletes – is possible. With the community rallied around us, now is the time to capitalize on the goodwill.

## MEMORANDUM

TO: NWFSC Foundation Board Development Committee

FROM: Chris Stowers, Executive Director

DATE: April 19, 2023

SUBJECT: Board Engagement Discussion

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Every year, Foundation Board members are asked to sign an “Annual Commitment” form. Among the nine items that members commit to, two of the items listed include:

- Represent and promote NWF State College and the Foundation in the community in order to expand the institution’s circle of friends and supporters, including opening doors to potential individual, business, and foundation donors; cultivating prospective donors; and asking for contributions.
- Attend NWF State College and Foundation events throughout the year.

At the January 18, 2023 Development Committee meeting, an informal discussion was begun about how to assist board members with these two items and to be engaged.

The (relatively) new team within the Foundation staff is eager to assist board members in any way possible. Please be prepared to offer ideas and suggestions about to how to encourage and equip each member to fulfill his/her commitment.