

Development Committee Meeting Minutes

Date: Thursday, October 23, 2025
Time: 1:00PM
Location: Boyd Conference Room, Conley Hall

Members Present: Mr. Bill Cole, Dr. Deirdre Guyton, Mr. Josh Grubb, Mrs. Izabella Kiser, Dr. Darrin Martin, Mr. Randy Price

Virtual: Mrs. Cynthia Higgins-Atwell, Mr. Darrell Malamisura

Absent: Mr. Mike Hastings, Mr. Anthony Tolley, Mrs. Rebecca Peterson (Chair)

1. Call to Order:

The meeting was called to order by Mr. Bill Cole.

2. FDN Report

Dr. Deirdre Guyton gave the following report (BSC Title III FYE 6-30-26) – Please see attached copy.

- Title III Trust account balance: **\$484,702.72** (as of June 2025).
- Endowed Administration balance: **\$419,933.77** after recent disbursements for landscaping, Cardinal Gas, and university payroll.
- BSU Foundation Trust General Account balance: **\$767,605.18**
- Peters Endowment balance: **\$581,230.40**; pending clarification on placement of a **\$20,000** donation from Dafney Peters.
- Foundation Trust balance: **\$762,946.12** after disbursements for AEP, Bluefield Sanitary Board, and Standard Energy. Monthly loan repayment from the college is **\$8,853** on a \$400,000 loan (48-month term).

• **Additional Balances (as of October 2025):**

- Annual Account: \$891,514.44
- Alumni Growth: \$88,526.19
- Master Plan: \$29,442.78
- Overall Endowment: \$4,311,179.52, including a new **\$100,000 Christopher Todd Richardson Memorial Scholarship** donation.

• **Dormant and Cleanup Accounts:**

Some inactive accounts were noted (e.g., Kurt Landefeld Communications). Follow-up needed to reconcile or close unused funds.

- **Mining Fund:**

FY25 donations totaled **\$102,461**, including **\$50,000 from the Cole Foundation** for scholarships.

- **Advancement and Giving Report**

Mrs. Izabella Kiser presented the following report on Advancement and Giving – Please see attached copy.

- Presented visual data comparing 2024 vs. 2025 charitable giving
- FY24 data included general and event revenue due to system migration; FY25 reflects **charitable giving only**.
- September 2025 giving appeared lower because it excluded event income, though it still reflected strong results from the **Mining & Engineering Dinner**.
- **Athletic Giving Day** raised approximately **\$86,910** (pending transfer).
- **Football program** raised **\$28,000** in August.
- Continued refinement of Banner reporting to better track charitable vs. event income.

Mining & Engineering Dinner Discussion:

The Mining & Engineering dinner yielded strong support and is expected to exceed the previous year's total of \$183,147 (FY24). Suggestions for future improvements included:

- Increasing table sponsorship prices.
- Introducing a silent auction component.
- Improved tracking of credit card and PayPal transactions.

Three outstanding donor checks remain and follow up emails have been sent.

3. President's Remarks – Dr. Darrin Martin

- Reported on enhanced donor outreach and stewardship efforts:
 - Weekly advancement meetings are being held with Dr. Deirdre Guyton, Mrs. Izabella Kiser, Mr. Josh Grubb, and Athletics.
 - Development of a prospect list and assignment of stewardship responsibilities.
 - Example: successful donor engagement leading to a potential \$100,000 gift commitment under discussion.
 - Emphasized data-driven donor cultivation balanced with responsiveness to opportunities.
 - Highlighted rebuilding donor trust through communication and transparency; student engagement in philanthropy, encouraging graduates to give back; growing positive perception of Bluefield State through media visibility and storytelling efforts; continued coordination between Advancement and Athletics to leverage shared opportunities.

4. Discussion

Members discussed the importance of:

- Regular reporting on cash inflows/outflows.
- Using consistent data analytics for decision-making.
- Expanding communication efforts and increasing publication frequency.
- Fostering “inspect what you expect” accountability during weekly donor updates.
- Optimism was expressed regarding institutional momentum, enrollment growth, and fundraising potential.

5. Adjournment

Mr. Bill Cole made a motion to adjourn the meeting at 1:46 PM.