Southwestern Michigan College Foundation Board of Directors Meeting Agenda

October 22, 2026
Dale A. Lyons Building, Foundation Room 906 – Dowagiac Campus
5:00pm

APPROVED

Agenda

1. Welcome: Tom Ellspermann, Foundation President

2. Approval of Agenda

(**Motion Required**)

3. Approval of Minutes

(**Motion Required**)

4. College Update: Klint Pleasant, SMC President

5. Foundation Board Update: Tom Ellspermann, Foundation President

A. Review and Approve Changes to the Southwestern Michigan College Foundation By-laws. (Attachment - **Motion Required**)
   a. **Article V, Section 5.3 Groups and Qualification, Group Two**. The Executive Administrative Assistant to the College President shall be replaced in Group Two by the Manager of Development and Alumni Relations of the College.
   b. **Article VI, Section 6.1 Number and Qualifications, Paragraph 2**. The Executive Administrative Assistant to the College President shall be replaced by the Manager of Development and Alumni Relations of the College.
   c. **Article VI, Section 6.3 Duties, Paragraph C**. The Executive Administrative Assistant to the College President shall be replaced by the Manager of Development and Alumni Relations of the College.

B. Appointment of Scott Samuels, Executive Director of Development and Alumni Relations as Executive Director of the SMC Foundation.

C. Accept resignation of SMC Foundation Board Members: Honorable Susan Dobrich, Dr. Carole Schmidt and George Wehrle.

D. Recruitment and Membership Committee Update: Appoint new Chairperson. Current members are Tom Ellspermann, Patricia Patano, Emily Schrock.

6. Executive Director Update: Scott Samuels, Executive Director of Development and Alumni Relations

A. Office of Development and Alumni Relations
B. New Fundraising Structure
C. Upcoming Capital Projects
D. Blackbaud Raisers Edge Client Relationship Management (CRM) Software
E. Periodic Newsletter from the Executive Director to the Board.

F. Founders Weekend November 13 & 14, 2026

7. Financial Report/Quarterly Donations: Michelle Kite, Foundation Treasurer

A. Review of quarterly investment report from 1st Source Bank (attachment)
B. Quarterly Donation Report

8. Foundation Committees Updates

A. Investment Committee Update: Michelle Kite
-Review and approval of the fiscal year 2028 scholarship allocation (Attachment - **Motion Required**)

9. New Business

A. Meeting Dates for 2027 (**Motion Required**)
   a. April 20, 2027
      July 20, 2027
      October 19, 2027
   b. Determine time for each meeting

10. Old Business

11. Adjournment

Upcoming Events

Founders Weekend: November 13 & 14, 2026

Attachments

Minutes from July 21, 2026, meeting
Amended By-Laws for SMC Foundation
Performance Report and Summary – First Source Bank
Quarterly Donation Report
Scholarship Calculation for FY2028

APPROVED