

THE CHARLOTTE W. NEWCOMBE FOUNDATION

AGENDA FOR THE TRUSTEES' MEETING

Wednesday, December 11, 2013, 9:00 a.m.

Foundation Office – Princeton, NJ

Elizabeth T. Frank, Presiding

- I. **Opening prayer** led by Louise Johnson
- II. **MINUTES of the September 23, 2013 meeting * and executive session ***
- III. **INVESTMENTS [9:30 – 10:15 am]**
 - A. Discussion with Jeffrey Croteau and Michael Soares of Prime, Buchholz and Associates
 - B. Trustee investment management discussion and decisions, as needed
 - C. Reaffirmation/revision of policy on *Investment Goals, Objectives and Practices* *
- IV. **BUDGET**
 - A. 2013 budget update and preliminary budget for 2014 *
- V. **PROGRAM**
 - A. Update on scholarship program activity since September *
 - B. Reaffirmation/revision of program policies: *
 - 1. *Newcombe Scholarships for Mature Women Students*
 - 2. *Newcombe Scholarships for Students With Disabilities*
 - 3. *Special Scholarship Endowment Grants*
 - C. Request to pledge \$25,000 over five years (2014-19) to create a Fourjay/Newcombe Endowed Scholarship Fund at Gwynedd Mercy University *
 - D. Request to pledge \$100,000 over five years (2014-19) to establish a new Gallaudet University Alumni Association – Charlotte W. Newcombe Endowed Scholarship Fund *
 - E. Analysis of Institutional Endowment Performance *
- VI. **OTHER POLICIES and PRACTICES**
 - A. Reaffirmation/revision of administrative and governance policies *
*Capitalization/Depreciation | Conflict of Interest | Dissolution of the Foundation
Emergency Leadership Succession Plan | Employee Grievance Procedure
Employee Participation in Tax-Sheltered Annuities | Meetings of the Trustees
Prohibition of Workplace Harassment | Record Retention
Requirement to Report Illegal or Unethical Conduct and Whistleblower Protection
Travel on Approved Foundation Business | Trustees' Principles and Practices | Trusteeship*
 - B. Reconsideration of Signing Authority Statements for investment, administration and property management matters *
 - C. Receipt of signed Trustees' and Staff's Conflict-of-Interest Disclosure Forms *
- VII. **ADMINISTRATION**
 - A. Administrative update *
 - B. 35 Park Place maintenance report *
 - C. Consideration of 2014 grants to continue support of professional organizations *
 - D. Reaffirmation of 2014 meeting schedule *

11:30 am – Lunch with President Carl Strikwerda of Elizabethtown College

VIII. EXECUTIVE SESSION – Confidential (if needed)

* See related attachment.

** See material coming separately from PB&A.

12/11/2013