



MINUTES

Committee: FOUNDATION
Date: August 20, 2015
Time: 12:00 PM
Location: Juniper Hall ST-541

Present:

- | | | |
|---|---|---|
| <input type="checkbox"/> R. Carson | <input checked="" type="checkbox"/> D. Kuba | Ex-Officio: |
| <input checked="" type="checkbox"/> D. Crippens | <input checked="" type="checkbox"/> R. Lane | <input checked="" type="checkbox"/> L. Frank |
| <input type="checkbox"/> R. Ely | <input checked="" type="checkbox"/> S. Martínez | <input type="checkbox"/> M. Gallagher |
| <input checked="" type="checkbox"/> R. Farrell | <input checked="" type="checkbox"/> J. Motta | <input checked="" type="checkbox"/> E. Robinson |
| <input type="checkbox"/> S. Foley | <input checked="" type="checkbox"/> K. Phipps | |
| <input checked="" type="checkbox"/> C. Johnson-Taylor | <input type="checkbox"/> J. Yokota | |

Staff:

- A. Arnold, Executive Director
- C. Du, Assistant

Guests: Victoria Genevier, Stanislawski and Company; Iris Caplan, ICAP Specialty Events.

Meeting Convened: The Foundation Board meeting was called to order at 12:07 p.m. by Chairperson David Crippens.

Public Comment: No public comment.

Approval of Minutes: The minutes for the regular board meeting held August 20, 2015 were approved.

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Item III: Chairperson’s and Executive Director’s Report
<p>Key Consideration</p> <ul style="list-style-type: none"> • Item A – Chairperson’s Report <ul style="list-style-type: none"> ○ David Crippens talks about giving out scholarship money in August because the money will be more effective if received before school starts. The campus currently disburses scholarship funds in October. ○ David Crippens states that he plans to visit the various faculty groups to gain the full backing of the campus faculty. ○ David Crippens talks about his conversation with the auditor.



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- Item B – Executive Director’s Report
 - Abby Arnold states she is promoting the foundation’s annual dinner with various contacts.
 - Abby Arnold states that the audit for FY 2014-2015 is complete. A previously unbooked income account and several designated scholarship accounts were found.
 - Abby Arnold states that payroll deductions have increased following outreach at the staff and faculty convocations.
 - Abby Arnold explained the new online application scholarship process that has been a collaboration with the college’s Scholarship Committee.
 - Darlene Kuba requests copies of grant proposals that Abby Arnold has submitted.

Action Taken: No action required.

Item IV: Monthly Budget Statement & Audit Report

Key Consideration

- Victoria Genevier explains the monthly budget statement.
- Victoria Genevier points out the following items which stand out for the month:
 - The City National Bank account is in the process of moving. It will be transferred to Union Bank by next month.
 - There was a market adjustment on the Union Bank investment account.
 - The \$1000 of unrestricted income from the annual dinner.
 - There is dividend income of \$802.05.
 - The online tools expense of \$2500 is for the website.
 - The accounting expense of \$3092.25 is for two months of accounting.
- Chini Johnson-Taylor inquires about two US Treasury Items on the disbursement register that are showing up as penalties.
- Victoria Genevier states that the amounts are payroll liabilities and payroll taxes and that she will provide a comprehensive explanation at the next meeting.
- David Crippens talks about the informational phone call with the auditor.
 - The funds that were not booked will be booked now.
 - David Crippens asks the board how they feel about booking the new restitution account. David Crippens suggests booking it and he plans on pursuing the funds anyway and writing a letter to the probation department.
 - Rod Lane states that the downside to booking is that it shows up as a red flag to funders. He suggests that it is not yet be booked and to consult some experts on the matter.
 - Darlene Kuba states that there is a need for full disclosure and transparency. She wants to be able to state the amount that has been collected.
 - Elton Robinson agrees with Darlene Kuba, stating that the faculty and staff are very interested in what is being done.
 - Bob Farrell agrees with Darlene Kuba and Elton Robinson.



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- Sandra Martínez agrees with transparency but asks how much it would cost to pursue the funds.
- Darlene Kuba states that it can be free if someone does it pro-bono. She also knows the probation director.
- Jacob Motta asks if there is a way to track where she is employed.
- President Frank states that a lien on property can be placed but the property would need to be sold if she has any property.

Action Taken: No action required.

Item V: 2015 Student Benefit Dinner

Key Consideration

- Iris Caplan updates the board on the dinner.
- Iris Caplan states that an emcee has been confirmed for the dinner.
- Iris Caplan states that two student speakers need to be identified and someone needs to work on a script with the students to make sure they keep it short.
- Iris Caplan asks if it is possible for the chancellor to make the appeal again.
- Iris Caplan states that there is room for an exhibit display from the different departments.

Action Taken: No action required.

Item VI: Board Retreat

Key Consideration

- Chini Johnson-Taylor states that the date for the retreat is Thursday November 5th.
- Chini Johnson-Taylor states that it will be an all-day session.
- Chini Johnson-Taylor states that the next step is to find a location for the meeting. If anyone has an available location, please let Chini Johnson-Taylor or Christine Du know via email.
- David Crippens states that the retreat will be transformational and pivotal.
- Rod Lane confirms that the location should accommodate about 20 people.

Action Taken: No action required.

Item VII: Remarks from the President

Key Consideration

- President Laurence Frank states that the college has reached its target growth rate of 5%.
- President Laurence Frank states that he wants to increase faculty tables for the dinner from 3 to 4.
- President Laurence Frank talks about funding from FTA to become a transit institute.



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<p>This is the first designation for a community college.</p> <ul style="list-style-type: none">• President Laurence Frank talks about high school dual enrollment programs, SLATE-Z, My Brother's Keeper, and accreditation.
Action Taken: No action required.

New Business
<ul style="list-style-type: none">• Next Board meeting rescheduled for Thursday, October 14th, 2015, at 12:00 p.m. in the President's Conference room in Juniper Hall.
Actions Taken: No action required.

Meeting Adjourned: Chairperson David Crippens adjourned the meeting at 1:11 p.m.