

Santiago Canyon College Foundation
Board of Directors **Regular Meeting**
April 14, 2016 - 8:00 A.M. – 9:30 A.M.
8045 E. Chapman Ave., Orange, CA 92869
Room E-107 Conference Room

Mission Statement (SCC Foundation Board of Directors)

The mission of the Santiago Canyon College Foundation is to sponsor various gift-giving opportunities, increase public awareness, and participate in campaigns needed to provide for the scholarships, programs, and capital needs of the College.

MINUTES

I. **CALL TO ORDER**

The meeting was called to order at 8:05 a.m. by Larry Cohn in the absence of Shelly Parsons.

II. **ROLL CALL**

Board Members in Attendance: Larry Cohn, Julie Holt, Michelle Scolaro, Craig Shipcott, Bill Underwood, Nancy Zeltzer

Ex-Officio Voting Members in Attendance: Dr. John Weispfenning, Dr. John Hernandez

Unit Representatives in Attendance: Cecilia Diaz, Jered Miller

Staff in Attendance: Karen Bustamante, Julie Restivo

Guests: Forensic Debate Team: Taylor Medina, President, Rylee Wilmeth, Vice President, Kylie Lowe, Treasurer and Jeff Martin, team member.

III. **APPROVAL OF THE AGENDA**

A. **Amendments and Corrections**

No amendments or corrections were noted to the Agenda.

B. **Approval of Agenda**

Larry Cohn moved to approve the agenda, Bill Underwood seconded and the motion was carried without dissent.

IV. **APPROVAL OF MINUTES – January 7, 2016**

A. **Approval of Minutes – January 7, 2016**

There were no corrections to the regular minutes of January 7, 2016. Larry Cohn moved to approve the minutes, Julie Holt seconded and the motion was carried without dissent.

V. **CONSENT CALENDAR**

A. **Treasurer’s Reports – Financial Statements for December 2015 through February 2016.**

B. **In-Kind Gifts Through March 31, 2016**

Larry Cohn moved to approve the Consent Calendar, Craig Shipcott seconded and the motion was carried without dissent.

VI. **PUBLIC COMMENTS**

A. Jared Miller, Forensics Debate Team Advisor, introduced Forensic Team members, Taylor Medina, President, Rylee Wilmeth, Vice President, Kylie Lowe, Treasurer and Jeff Martin, team member. The team recently returned from the National Tournament which was held April 3 – April 9, 2016.

- The students stated being part of the Forensic Debate Team has taught them real life applications and useful skills and thanked the Foundation for their continued support.
- A Debate Camp will be included in the Community Services College for Kids Program again this year. The team is using the Team SCC platform for on-line donations. On May 20, 2016 the team will be hosting a fundraising event with proceeds going towards the cost of the national’s tournament in 2017 in Washington D.C.

VII. **ACTION/NEW BUSINESS**

A. **Appointment of New Board Member – Michelle Scolaro April 2016-2019**

Larry Cohn introduced and welcomed Michelle Scolaro as a new SCCF Board Member. An electronic vote was taken in March with board members unanimously voting to confirm her appointment.

B. Tentative 2016/2017 Budget

John Hernandez presented the Tentative 2016/2017 Budget as reflected through February 29, 2016.

- Unrestricted donations projected income for 2015/2016 was \$13,000 actual was \$17,845. Progress is being made thanks to Karen Bustamante's efforts.
- Approved expenditures for 2015/2016 was \$36,665 actual was \$24,045.42. The May 2016 Donor Reception and Scholarship refreshments were not included in the ending balance.
- Majority of postage is absorbed by the district. Stamps are purchased for special, more personalized mailings.
- Infrastructure funds were used for an independent contractor to help develop a giving program, a one-time expense.
- Salaries are not included in the operational budget. Budgeted \$300,000 from endowment from the District for SCCF Development Coordinator position. Past Foundation personal salaries were paid by the district.
- Grants are not included in the operational budget, funds come from the drawdown through investments.

Craig Shipcott moved to approve the 2016/2017 Tentative Budget, Bill Underwood seconded and the motion was carried without dissent

At this time Nancy Zeltzer announced her resignation from the SCCF Board of Directors before leaving the meeting. She enjoyed her time serving as a board member but due to work commitments she would no longer be able to continue being part of the board.

C. Creation of an Investment Committee

- The SCCF Executive Board discussed establishing an Investment Committee to review the Foundations investment assets. Larry Cohn, Bill Underwood and Craig Shipcott volunteered to sit on this committee.

Bill Underwood moved to approve the establishment of an Investment Committee, Julie Holt seconded and the motion was carried without dissent.

VIII. **INFORMATIONAL ITEMS & ORAL REPORTS**

A. College President's Report (Dr. John Weispenning)

- 19 new faculty will be hired for 2016/2017 beginning fall 2016, 8 will fill new positions. 6 final interviews have been completed. The diversity rate is 24% compared to last year at 22%.
- The Accreditation follow-up report has been completed. Waiting for feedback which should come in July 2016.
- The college was visited by the U.S. Civil Rights team this week and were very impressed by the college community. There were no surprises in the exit report. We were aware of a number of items that need to be corrected.
- 22 classes were offered for the 2nd 8 week classes, 11 are full. Enrollment is 6% less than last year.

B. Athletic teams are doing very well. Women's softball team record for the season is 29 & 5.
Board President's Report (Larry Cohn for Shelly Parsons)

Shelly Parson's written report will be attached to the minutes.

C. Foundation Board Committee Reports (John Hernandez & Karen Bustamante)

- The Alumni Committee has 2 new members that are part time staff on campus. The next meeting is scheduled for April 27, 2016. Participated in Club Rush and Career Day on April 27 to promote the Alumni Committee.
- An alumnus should be included on the Foundation Board. John Hernandez will follow-up with Fred Whittaker who mentioned he knew of someone that may be interested.

D. Foundation Staff Update (John Hernandez & Karen Bustamante)

- The Foundation Retreat is scheduled for November 3, 2016. A presenter will be discussed at the next Executive Board meeting. Suggestion to schedule next year's retreat date now but was determined it is too far in advance for planning. It was also suggested that the retreat be scheduled on a date the board normally meets as in the past.
- Innovation Protocol will be on campus May 11, 2016 and will be presenting marketing positioning and branding recommendations. Julie Holt will be attending. Shelly Parsons was interviewed on March 29 as a community volunteer.
- The SCC Golf Tournament is April 22, 2016. There were 24 teams last year. At this point there are 18 teams signed up. 16 tee signs have been purchased for \$250.00 each. Julie Holt and Craig Shipcott will be purchasing a sign. Sponsorships are down \$1000.00
- Board recruitment is priority.
- Larry Cohn mentioned that the District Bond Oversight Committee has a vacancy. The committee meets quarterly at 6:00 p.m. Bill Underwood said he may be interested. Julie to contact Linda Melendez and send link to Bill.
- Promoting Team SCC a crowd fundraising platform for faculty, staff & students. Forensics Debate Team goal is \$8,000. Rube Goldberg Machine has raised \$3,000.
- Social Media event will be held April 26-27, 2017 through the Orange Community Foundation, I (heart) OC. An e-blast will be sent on April 15, 2016 and next week. Our goal is to raise \$5,000 with a minimum donation of \$25.00. SCC will receive 100% of funds raised less fee.
- Participating in Early Welcome Parent Orientations. Parents are being sent invitations to attend and are given information regarding the foundation and scholarships. A couple of parents participated in the Innovation Protocol interviews.
- Planning a reception for retirees on June 17, 2016 hosted by Dean and Mary Jane Strenger.
- Launching the President's Circle program in the fall. Soliciting unrestricted gifts of \$500.00 or more. Planning a State of the College breakfast to follow in January or February 2017.
- Fiscal year end appeals will be sent mid to end of June.
- To date donor donations for 2015/2016 are well ahead of last year. The National Science Association gave \$43,000 to the Foundation for scholarships. Team SCC has also generated additional donors.

ADJOURNMENT

The next **ANNUAL** meeting of the SCC Foundation Board of Directors will be held on Thursday, July 7, 2016, 8:00 a.m. to 8:05 a.m. **REGULAR** immediately following 8:05 a.m. to 9:30 a.m. at Santiago Canyon College in room E-107.

CALENDAR OF EVENTS

- Hawks 16th Annual Golf Tournament – Friday, April 22, 2016, 10:00 p.m., Tustin Ranch Golf Club
- Scholarship Donor Reception – Thursday, May 19, 2016, 4:00 p.m., Library
- Scholarship Ceremony – Thursday, May 19, 2016, 5:30 p.m., Strenger Plaza
- Student Art Exhibition – Thursday, May 19, 2016, 6:30 p.m., Library
- Faculty/Staff Recognition Ceremony – Thursday, May 26, 2016, 1:00 p.m., D-121
- Retiree Reception – Friday, June 17, 2016, 5:00 p.m. – 7:00 p.m., the home of Dean and Mary Jane Strenger
- Foundation Retreat – Thursday, November 3, 2016, 4:30 p.m. to 8:00 p.m., Room TBD