



Foundation

EXECUTIVE COMMITTEE

Regular Committee Meeting

Monday, January 3, 2022

Zoom Conference Call

Meeting ID: 967 8097 1021 – Password: 992214

APPROVED MINUTES

A. CALL TO ORDER

The Foundation President Debbie Perrault called the meeting to order at 3:03 pm.

B. ROLL CALL: ESTABLISH QUORUM

Present Absent

Board Members

<input checked="" type="checkbox"/>	Debbie Perrault, chair	<input checked="" type="checkbox"/>	Grigger Jones
<input checked="" type="checkbox"/>	Jeff Darnton	<input type="checkbox"/>	Jill Stearns
<input checked="" type="checkbox"/>	Susan Dressler	<input type="checkbox"/>	Pete Sysak
<input checked="" type="checkbox"/>	Janice Fong Wolf	<input checked="" type="checkbox"/>	Dan Troy
<input checked="" type="checkbox"/>	Rob Garcia	<input checked="" type="checkbox"/>	Tim Williams

Staff

<input type="checkbox"/>	Rick Camarillo	<input type="checkbox"/>	Jessica Strano
<input checked="" type="checkbox"/>	Shannon Hill	<input checked="" type="checkbox"/>	Katie Osman

Guests

None.

C. APPROVAL OF AGENDA

Motion to approve as presented: Jones/Troy — **Passed** by a majority vote of the Foundation Executive Committee and unanimously by those members present to approve the agenda for Monday, October 4, 2021, as presented.

- **Yes – (8)** Darnton, Dressler, Fong Wolf, Garcia, Jones, Perrault, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (2)** Stearns and Sysak.
- **Abstention – (0)** none to report.

D. PUBLIC COMMENT

No comment.

E. APPROVAL OF MINUTES

Motion to approve as presented: Fong Wolf /Jones — **Passed** by a majority vote of the Foundation Executive Committee and unanimously by those members present to approve the Foundation Executive Committee minutes for October 4, 2021, as presented.

- **Yes – (6)** Darnton, Garcia, Perrault, Troy, and Williams.
- **No – (0)** none to report.
- **Absent – (3)** Stearns, and Sysak.
- **Abstention – (1)** Dressler.

F. REPORTS

a) Foundation President

Foundation President Perrault reported the following:

- Debbie attended Cuesta’s Holiday Concert in December. She encourages others to attend CPAC events because they are wonderful.

b) Superintendent/President

Superintendent/President Stearns was absent.

c) Board of Trustees

San Luis Obispo County Community College District Trustee Sysak was absent. Executive Director Shannon Hill reported the following:

- First Board of Trustees meeting of the year this Wednesday. There is a call for a new representative from our board because the current representative Pete Sysak’s term is ending. BOT are choosing a new representative at the next meeting.
- Board will be also hearing the Commensurate Return Report during the next meeting.
- The Board of Trustees are going through the redistricting process and will be discussing potential maps at the next meeting.

d) Executive Director

Executive Director Hill reported the following:

- Shannon Hill summarized the annual Commensurate Return Report presented at the meeting. The report is presented publicly at the Board of Trustees meeting.
- The community college system requires that auxiliaries give back at least 50% of return on investments back to the college.
- Shannon shares that with construction related to Measure L, there will be naming opportunities available. The foundation will be contacting some former donors regarding these naming opportunities.
- Shannon shared that the new San Luis Obispo Campus Center’s Boardroom will be renamed for J. Vard Loomis, as the 8000 building comes down.

- Shannon informed the Executive Committee that after the agenda was drawn up there was a fraudulent check alert from Foundation accounts at Pacific Premier Bank. The fraudulent checks that were sent out were caught early, so no money was lost.
- Foundation is getting ready to interview for the Administrative Assistant to the Executive Advancement of Foundation position.

Committee Chair Reports

Alumni Committee

Vice President of Alumni Relations Fong Wolf reported the following:

- In December, Board hosted a reception for honored alumni at Castoro Cellars. She thanks the board members and trustees for attending and acknowledges the Foundation staff for their putting together the event.
- The 2022 alumni nominations will be launching soon so Janice encourages everyone to think of alumni to nominate.

Finance Committee

Secretary-Treasurer Garcia reported the following:

- Committee met on December 10th with four investment firms: JPMorgan, and three other firms. Recommendations were made by each presenter to increase allocation in alternative investments.
- Committee is meeting soon to discuss final steps and to make a recommendation to the Executive Committee by March.

Nominating Committee

Vice President of Membership Dressler reported on the following:

- The committee is scheduled to meet for the first time on January 14th. There is one vacancy and there could be other vacancies. The committee will look at the balance of memberships and develop a timeline for their work.

Development Committee (Annual Fund Campaign)

Vice President of Development Darnton reported on the following:

- Jeff mentions that right now is mid-year in fundraising. November fundraising totals have come in but we are waiting on December totals.
- Jeff mentions that with new fundraisers on the team there is a renewed sense of energy and ideas.
- Annual fund mailer and Giving Tuesday were very successful. Pacific Western Bank matched the raised funds, donating \$15,000. The CASE Fund received nearly \$30,000 and another \$30,000 came into other areas of campus.

- There was a Giving Challenge that increased staff paycheck contributions to the Foundation.
- Jeff highlights that Jessica has been working very heavily on crowdfunding and online donation platforms.
- Katie is revising the Business Partner Program. We currently have 45 business partners with 33 that have renewed. Jeff mentioned that Katie is looking at ways to incentivize and entice new partners.
- Major gifts to the Foundation \$1.8M from a private estate, \$50,000 in support of the LVN program, \$30,000 in support of CPAC and \$10,000 in support of the Music Department. Still shooting for \$240,000 donation goal for the general fund.

G. BUSINESS AGENDA

1. Budget Update

Rick Camarillo summarized the Annual Fund Giving statements presented at the meeting.

H. ACTION ITEMS

1. Strategic Plan 2022-2024

Shannon Hill presented the 2022-2024 Strategic Plan on behalf of the Foundation Strategic Planning Ad Hoc Committee. The committee reviewed, discussed, and acted on 2022-2024 Strategic Plan, including that the Board of Directors meet more regularly.

Motion to approve as presented: Jones/Troy — **Passed** by a majority vote of the Foundation Executive Committee and unanimously by those members present to approve and recommend the Strategic Plan 2022-2024 to the board of directors for the meeting on February 7, 2022 as presented.

- **Yes** – (7) Darnton, Fong Wolf, Garcia, Jones, Perrault, Troy and Williams.
- **No** – (0) none to report.
- **Absent** – (2) Stearns and Sysak.
- **Abstention** – (0) none.

2. February 7, 2022 Foundation Board of Directors Meeting Agenda

The Bylaws require that the executive committee determine the agenda for quarterly meetings of the board.

Motion to approve as presented: Approved by consensus by the Foundation Executive Committee and unanimously by those members present to approve February 7, 2022, Foundation Board of Directors Meeting Agenda as presented with modifications.

- **Yes – (7)** Darnton, Fong Wolf, Garcia, Jones, Perrault, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (3)** Stearns and Sysak.
- **Abstention – (0)** none to report.

I. COMMENTS BY STAFF

No comment.

J. COMMENTS BY COMMITTEE MEMBERS

No comment.

K. ADJOURNMENT

The meeting was adjourned at 3:54 p.m.

L. MINUTES

Minutes were submitted by Cuesta College Administrative Assistant to Executive Director, Foundation/Institutional Advancement and Foundation Board of Directors Michaela McLaughlin and reviewed by Foundation/Institutional Advancement Executive Director Shannon Hill.

NEXT EXECUTIVE COMMITTEE MEETING DATE:

Monday, March 7, 2022

ZOOM Meeting