



Foundation

EXECUTIVE COMMITTEE

Regular Committee Meeting

Monday, June 7, 2021

Zoom Conference Call

Meeting ID: 983 3547 2297 – Password: 090916

APPROVED MINUTES

A. CALL TO ORDER

The Foundation President Debbie Perrault called the meeting to order at 3:04 pm.

B. ROLL CALL: ESTABLISH QUORUM

Present Absent

Board Members

<input checked="" type="checkbox"/>	Jeff Darnton	<input checked="" type="checkbox"/>	Anneka Scranton
<input checked="" type="checkbox"/>	Rob Garcia	<input checked="" type="checkbox"/>	Jill Stearns
<input checked="" type="checkbox"/>	Doug Hilton	<input type="checkbox"/>	Pete Sysak
<input checked="" type="checkbox"/>	Grigger Jones	<input checked="" type="checkbox"/>	Dan Troy
<input checked="" type="checkbox"/>	Debbie Perrault	<input checked="" type="checkbox"/>	Tim Williams
<input type="checkbox"/>	Anita Robinson		

Staff

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

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, June 7, 2021 as presented.

- **Yes – (9)** Darnton, Garcia, Hilton, Jones, Perrault, Scranton, Stearns, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (2)** Robinson and Sysak.
- **Abstention – (0)** none.

D. PUBLIC COMMENT

No comment.

E. APPROVAL OF MINUTES

Motion to approve as presented: Hilton/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 Monday, April 12, 2021 as presented.

- **Yes – (9)** Darnton, Garcia, Hilton, Jones, Perrault, Scranton, Stearns, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (2)** Robinson and Sysak.
- **Abstention – (0)** none.

F. REPORTS

1. Foundation President

Foundation President Perrault was grateful for the Presidents' Connect and gift bags. Big thanks to Mitchella Winery for the gifted wine!

2. Superintendent/President

Superintendent/President Stearns reported the following:

- One of the busiest vaccine clinics in the county closed Friday at the San Luis Obispo Campus. It served over 63,000 members. It was a good community partner and allowed many community members to see the campus.
- Cuesta is looking forward to the fall semester, we are waiting for the Cal OSHA vote around requirements for masks.
- It was wonderful to see everyone at the Presidents' Connect last Friday.

3. Board of Trustees

San Luis Obispo County Community College District Trustee Sysak was absent.

4. Executive Director

Executive Director Hill reported the following:

- The foundation was involved with the drive-thru Commencement, providing 200 license plate frames: Alumni / Cuesta College.
- The coming e-newsletter will highlight Commencement and the Nursing Pinning Ceremony.
- This is Doug Hilton's last meeting. Thank you to Doug for his work as the Vice President of Alumni and all his efforts as a board member.
- In July, there will be a board orientation with new members.

5. Committee Chair Reports

Alumni Committee

Vice President of Alumni Relations Hilton reported the following:

- Due to COVID regulations, the Awards Luncheon to honor the Honored Alumni is still on hold.

Development Committee (Annual Fund Campaign)

Vice President of Development Darnton reported the following:

- The 2020-2021 Cuesta Fund Goal is \$240,000.
- Mid-May, an end-of-fiscal-year e-mail solicitation was sent to those in our database who have not given yet.
- Foundation staff have worked with Cuesta's institutional research folks to create several surveys that will be sent out electronically to three different groups and then follow-up with a snail mail version to our current donors. There will be a separate survey for alumni, donors who have given but not in the last three years and then current donors. The purpose is to get feedback from all three re: updated contact information, opinions about the Foundation, and determine how they would like to be involved. The surveys will go out mid- June.
- Shannon and Karen are working on an email to send to the rest of the Foundation board to encourage either a first gift or a stretch gift to help make the goal of \$240,000. There is roughly \$40,000 still to be raised by the end of June. Tim Williams already pledged \$1,000 to kick this off – thank you Tim!

Finance Committee

Secretary-Treasurer Garcia reported the following:

- The April 2021 quarterly Endowment Allocation and Performance Report reflected that the market value of the endowment fund was over \$38.4 million.

Nominating Committee

Vice President of Membership Scranton had nothing to report. New members will be joining us in July.

G. BUSINESS AGENDA

1. Budget Update
Rick Camarillo reported on the budget handouts presented at the meeting.
2. Request for Proposal for Investment Manager
Rick Camarillo discussed the timeline for requesting proposals.

H. ACTION ITEMS

1. Strategic Planning

Shannon Hill discussed the Foundation’s Strategic Planning process and requested committee direction.

It was recommended to use a consulting team, suggesting Collaboration Business Consulting which would be approximately \$4,500-\$6,000.

Motion to approve as presented: Williams/Garcia — **Passed** by a majority vote of the Foundation Executive Committee and unanimously by those members present to hire Collaboration Business Consulting as presented.

- **Yes – (9)** Darnton, Garcia, Hilton, Jones, Perrault, Scranton, Stearns, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (2)** Robinson and Sysak.
- **Abstention – (0)** none.

2. August 2, 2021 Foundation Board of Directors Meeting Agenda

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

- **Add** - Action Item: In-person meeting at the Varian Ranch
- **Presentation:** Recommendation to include overview of the Varian Ranch

Motion to approve with modification: Jones/Williams — **Passed** by a majority vote of the Foundation Executive Committee and unanimously by those members present to approve the agenda for Monday, August 2, 2021 with the above modifications included as presented.

- **Yes – (9)** Darnton, Garcia, Hilton, Jones, Perrault, Scranton, Stearns, Troy and Williams.
- **No – (0)** none to report.
- **Absent – (2)** Robinson and Sysak.
- **Abstention – (0)** none.

I. COMMENTS BY STAFF

None.

J. COMMENTS BY COMMITTEE MEMBERS

It was recommended and approved to cancel the meeting in July.

K. ADJOURNMENT

The meeting was adjourned at 3:46 p.m.

L. MINUTES

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

NEXT EXECUTIVE COMMITTEE MEETING DATE:

Monday, October 4, 2021