



Foundation

Executive Committee Meeting Agenda

Monday, Nov. 3, 2025 | 3 p.m.

Zoom Link: <https://cuesta->

[edu.zoom.us/j/83262123853?pwd=e9TDQCE7NuiQ7GHQhK67Q8zl0loKw7.1](https://cuesta-edu.zoom.us/j/83262123853?pwd=e9TDQCE7NuiQ7GHQhK67Q8zl0loKw7.1)

This meeting will be conducted in accordance with the Ralph M. Brown Act (California Government Code §54950 et seq.). The Committee may take action only on items listed under Action Items, unless the Committee, by majority vote, moves an item to Action Items at the meeting. Public comment is invited on any item listed on the agenda, as well as on matters not listed but within the Committee's jurisdiction.

A. Call To Order

B. Roll Call: Establishment of Quorum

Craig Darnell,
President
Jim Anderson
Stuart Campbell

Jeff Darnton
Janice Fong Wolf
Grigger Jones
Scott Lathrop

Debbie Perrault
Jill Stearns, Ph.D.
Mary Strobbridge

Foundation Staff

Rick Camarillo
Andrea Horvath
Katie Osman
Jessica Strano

C. Approval of Agenda

D. Public Comment

Note: The public may address the committee on any matter pertaining to this committee that is not on the agenda. The public may also address the committee on each of the remaining items on the agenda. Comments will generally be limited to three minutes per item. The public will be offered an opportunity to comment on agenda items when those items are heard.

Materials related to an item on this agenda are available for public inspection during regular business hours in the Cuesta College Foundation Office. Please contact the Foundation at (805) 546-3279 for assistance.



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E. Approval of Minutes

Approval of unadopted minutes regarding the meeting on Monday, Sept. 8, 2025.

F. Reports

Note: No action will be taken unless the item becomes part of a subsequent agenda.

- a. Foundation Board President (Craig Darnell)
- b. Superintendent/President (Dr. Jill Stearns)
- c. Board of Trustees (Mary Strobridge)
- d. Executive Director (Katie Osman)

G. Committee Reports

- a. Alumni Relations Committee (Janice Fong Wolf)
- b. Development Committee (Jeff Darnton)
- c. Finance Committee (Stuart Campbell)
- d. Nominating Committee (Scott Lathrop)

H. Business Agenda

- a. Scholarship Compliance Review
 - Craig Darnell will provide a brief overview of compliance considerations and recommended next steps related to scholarship eligibility requirements.
- b. Financial Report (attached)
 - Rick Camarillo will present the updated financial report.
- c. Proposal for Spring Event (attached)
 - Katie Osman will present an event concept for May 2026.

I. Action Items

- a. Review of the 2024-2025 Audit (attached)

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- Caliber Audit & Attest, LLC met with the Audit Committee to discuss the draft of the audit. In summary, the Foundation had a clean audit with no findings. The final audit will be on the December 2025 board meeting agenda.
- b. Eric J. Olsen and Carol L. Olsen Revocable Trust Expense Request (attached)
 - Craig Darnell will present a request made for a voluntary reduction of the Foundation's distributive share.
- c. Personnel Update and FY26 Budget Revision (attached)
 - Katie Osman and Rick Camarillo will present a revision to the Foundation organizational chart and the FY26 budget.
- d. Non-Cash Gift Acceptance
 - Rick Camarillo will request consideration for a proposed non-cash gift.
- e. Foundation Board of Directors Meeting Agenda for Monday, Dec. 1, 2025 (attached)

The Bylaws require that the Executive Committee determine the agenda for bi-monthly meetings of the board. The committee will suggest agenda items and location for the meeting and give direction to staff regarding the program.

 - Craig Darnell will present a draft agenda for the December board meeting for discussion.

J. Comments by Staff

K. Comments by Committee Members

L. Adjournment

Next Executive Committee Meeting Date: Monday, Jan. 5, 2026, on Zoom.

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