



Foundation

Executive Committee Meeting Minutes

Monday, September 8, 2025

3 p.m.

Zoom Conference Call

A. Call To Order

The Foundation Board President Craig Darnell called the meeting to order at 3:05 p.m.

B. Roll Call: Establishment of Quorum

Board Members Present:	Board Members Absent:	Foundation Staff Present:
Stuart Campbell Craig Darnell, <i>President</i> Jeff Darnton Janice Fong Wolf Grigger Jones Scott Lathrop Debbie Perrault Mary Strobridge	Jim Anderson Jill Stearns, Ph.D.	Rick Camarillo Andrea Horvath Katie Osman

C. Approval of Agenda

Motion to approve as presented: Jones/ Perrault – **Passed** by a majority vote of the Executive Committee and unanimously by those members present to approve the agenda for the meeting of Monday, September 8, 2025.

- Yes – (8) Campbell, Darnell, Darnton, Fong Wolf, Jones, Lathrop, Perrault, and Strobridge.



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- No – (0) There is none to report.
- Absent – (2) Anderson, Stearns
- Abstention – (0) There is none to report.

D. Public Comment

None.

E. Approval of Minutes

Motion to approve as presented: Campbell/Strobridge – **Passed** by a majority vote of the Executive Committee and unanimously by those members present to approve the minutes for the meeting of Monday, July 7, 2025, as presented.

- Yes – (8) Campbell, Darnell, Darnton, Fong Wolf, Jones, Lathrop, Perrault, and Strobridge.
- No – (0) There is none to report.
- Absent – (2) Anderson, Stearns
- Abstention – (0) There is none to report.
 - The minutes were unintentionally omitted from the Board packet. However, they were presented to the Board as a separate document, reviewed and approved during the meeting.

F. Reports

- a. Foundation President (Craig Darnell)
 - Per the decision of Katie and Craig, the order of the agenda was adjusted to move the Business Items and Action Items to the end of the meeting.
 - Craig provided an update on the September 5 Scholarship Reception, noting a final headcount of over 220 attendees. The event included scholarship recipients, donors, Foundation staff, members of the Board of



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Trustees, and Board members. It was an outstanding turnout.

- Katie and Craig have decided to hold a standing check-in meeting every other week to stay aligned on key updates and priorities.
- The November event is approaching. Maddy at the Children's Center has confirmed that they have secured sufficient funding for their play structure project. As a result, the fundraising focus will shift to the May event. The November event will center on stewardship, recognition of honored alumni, and guided tours of the new facility.
- Clint and Connie Pierce, who have been actively involved in the Rodeo Club for over 10 years, are being considered for recognition this year in appreciation of their longstanding support. In connection with this, Katie also reported that a fundraising effort is being considered to support Ranch and Rodeo Operations.

b. Superintendent/President (Dr. Jill Stearns)

- Dr. Stearns was absent but provided Katie with a report. Last week, Dr. Stearns traveled to Madison, Wisconsin, with 30 leaders from across San Luis Obispo County as part of the SLO Chamber Vision Trip. She had meaningful conversations with elected officials, business owners, and community members, all of whom expressed strong appreciation for Cuesta College. Our leadership in workforce innovation was frequently highlighted as a model of excellence. There was also recognition of our impact through performing arts, cultural events, CCAP, dual enrollment, the Cuesta Promise, and lifelong learning opportunities like emeritus and Community Programs.

c. Board of Trustees (Mary Strobridge)



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- Mary attended the Scholarship Reception and was pleased by the strong turnout. She expressed deep appreciation for the generosity of the donors, noting how impactful their support is for student success. Reflecting on her own college experience, Mary acknowledged the support she received from her family versus the challenges many students face today, commending their hard work and resilience.
- d. Executive Director (Katie Osman)
- Katie is currently focused on updating the Gift Acceptance Policy and gift agreement templates, along with advancing general Foundation initiatives to help move the team forward.
 - Katie addressed Foundation staffing changes. Mary Kelting, former Director of Philanthropy, has departed. We have decided to pause hiring for her role while assessing the Foundation team's long-term needs. In the short term, Katie is considering using consultants to fill the gap. Meanwhile, recruitment is underway for the Foundation Programs Coordinator position.
 - The current three-year strategic plan ended June 30, 2025. Katie is interviewing consultants to support the development of the next plan, with Board and stakeholder involvement. Interviews are planned for this fall, aiming to finalize the plan by the April Board Meeting and launch it on July 1, 2026.
 - Katie informed the Board that donors who established an endowed fund for Jazz program students have requested to transfer the fund to another foundation. She shared details of the interaction and how the situation was addressed. Jeff Darnton asked whether the root causes of



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the issue were understood. A discussion followed, focused on preventing similar situations in the future and ensuring the security of other donor funds.

G. Committee Reports

- a. Alumni Relations Committee (Janice Fong Wolf)
 - Janice encouraged everyone to help promote attendance at the upcoming November event and shared additional details about the evening's program. She also expressed enthusiasm about the new Foundation Programs Coordinator position.
- b. Development Committee (Jeff Darnton)
 - Jeff had no updates to report at this time.
- c. Finance Committee (Stuart Campbell)
 - Stuart reviewed the Portfolio monthly snapshot of our endowment earnings.
- d. Nominating Committee (Scott Lathrop)
 - Scott was absent but shared with Craig that there is not much to report. The nominating process has already taken place, and we have our new Board members. The next nominating process will occur in the new year.

H. Business Agenda

- a. Biannual Gift Report
 - A new methodology for calculating giving totals was adopted after consultation with Dr. Stearns. Previously, only one-time gifts over \$200 during the six-month period were included. The new approach now captures cumulative giving, including monthly donors. From January 1 through June 30, 2025, the total received exceeded \$1.5 million. Katie also reviewed several major gift updates.



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- Katie is focused on forecasting for the next three years and developing key performance indicators (KPIs) to measure and track anticipated growth.

b. Financial Report

- Rick Camarillo presented the updated financial report.

I. Action Items

a. FY26 Budget Revision

- Rick Camarillo presented a revision to the FY26 budget, with personnel expenses decreasing from \$865K to \$715K, savings of \$150K, and consulting costs increasing, resulting in a net savings of \$50K. Katie also shared details on the support the Foundation needs potentially from local marketing agencies.

Motion to approve as presented: Darnton/Strobridge– **Passed** by a majority vote of the Executive Committee and unanimously by those members present to approve the FY26 Budget Revision, as presented.

- Yes – (8) Campbell, Darnell, Darnton, Fong Wolf, Jones, Lathrop, Perrault, and Strobridge.
- No – (0) There is none to report.
- Absent – (2) Anderson, Stearns
- Abstention – (0) There is none to report.

b. Foundation Board of Directors Meeting Agenda for October 6, 2025 in North County

- The proposed program for the meeting is Commercial Truck Driving, with a presentation and the potential for a truck tour. Katie has prepared a sponsorship prospectus, and it would be ideal to have a company or individual sponsor with a check presentation. The program is based at the North County Campus.



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c. Resolution for Nella Girolo

d. Adopting the changes to the organization of the agenda

Motion to approve as presented: Fong Wolf/Campbell– **Passed** by a majority vote of the Executive Committee and unanimously by those members present to approve the action items, as presented.

- Yes – (8) Campbell, Darnell, Darnton, Fong Wolf, Jones, Lathrop, Perrault, and Strobridge.
- No – (0) There is none to report.
- Absent – (2) Anderson, Stearns
- Abstention – (0) There is none to report.

J. Comments by Staff

K. Comments by Committee Members

a. Stuart asked about the guided tours of the new building.

L. Adjournment

a. The meeting was adjourned at 3:57 p.m.

Next Executive Committee Meeting Date: Monday, November 3, 2025.