



Foundation

Cuesta College Foundation Board of Directors Meeting Minutes

April 6, 2026 | 3 p.m.

Associated Students Auditorium | Building 5400, Room 5401

Zoom Option Available

A. Call To Order

Executive Committee Member Grigger Jones called the meeting to order at 3:01 p.m.

B. Roll Call: A quorum was present.

Board Members

Present:

Executive Committee

Jim Anderson

Janice Fong Wolf

Grigger Jones

Scott Lathrop

Patrick Mullen (Zoom)

Debbie Perrault

Jill Stearns, Ph.D.

Board Members

Erica Flores Baltodano

Michael Boyer

Andrea Devitt

Susan Dressler, Ph.D.

Cyndee Edwards

(Zoom)

Rob Garcia (Zoom)

Mary E. Howell (Zoom)

Steve McGrath

Barbara Martinez

George Pudlo

Marcy Woolpert Rourke

Lisa Rubio-Castillo

(Zoom)

Cheryl Vines (Zoom)

Board Members

Absent:

Ryan Ashlock

Elizabeth Coria, Ed.D.

Stuart Campbell

Craig Darnell, Chair

Jeff Darnton

Patricia Gordon, Ed.D.

Eric Holmen

Robyn Letters

Pragna Patel-Mueller

Isaac Pummill

John Rolph

Foundation Staff

Present:

Rick Camarillo

Sarah Fesseden

Andrea Horvath

Katie Osman

Jessica Strano

Guests Present:

Gladis Villalpando,

Supervisor, NCC

Student Success and

Learning Resource

Centers

Mason Cleek, Director of

Student Life and

Leadership



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C. Approval of Agenda

Motion: Approve as presented. (Fong Wolf/Martinez)

Result: Motion passed unanimously.

D. Public Comment

None.

E. Approval of Minutes

Motion: Approve the Feb. 2, 2026, Board of Directors meeting minutes as presented. (Anderson/McGrath)

Result: Motion passed unanimously.

F. Mission Moment

Gladis Villalpando and Mason Cleek highlighted the ways in which the Foundation's Student Success Empowerment Grant has made a meaningful difference for Cuesta students. Gladis presented data reflecting growth in student engagement and center visits, while Mason spoke to the specific ways the funds are being utilized.

G. Business Agenda

a. Financial Report

Rick Camarillo presented the financial report for the period July 1, 2025, through February 28, 2026, reviewing the Foundation's income and expenditures.

H. Action Items

a. Board Member Position Description

As Nominating Committee Chair, Scott Lathrop presented the Board Member Position Description. He highlighted aspects of the document, noting that the Foundation Board governs and supports Cuesta College, with members selected for their expertise and community leadership. Directors serve three-year terms, meet six times a year, and are expected to attend, prepare, participate, and serve on a committee. Missing three of four meetings may result in removal. Directors oversee finances, investments, and operations,



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approve the budget, ensure compliance, help set and track goals, and support long-term sustainability. They also lead through annual giving and serve as ambassadors in the community.

Motion: Approve Board Member Position Description, as presented, to be incorporated into the Board Governance Manual.

(McGrath/Fong Wolf)

Result: Motion passed unanimously.

b. Campus Fundraising Policy

Katie Osman walked the Board through the Campus Fundraising Policy, explaining that the Cuesta College Foundation oversees and approves all fundraising on behalf of Cuesta College to ensure consistency, compliance, and alignment with institutional priorities. The goal is not to be a barrier to fundraising, but to support fundraising efforts as a partner. As the college's official 501(c)(3) auxiliary, the Foundation coordinates solicitations, processes all gifts, and ensures financial transparency and proper donor stewardship. No individual or group may solicit funds in the college's name without prior approval, and all efforts must be reviewed and coordinated through the Foundation to prevent duplication, protect donor intent, and ensure appropriate use of funds.

Motion: Approve the Campus Fundraising Policy, as presented, to be incorporated into the Board Governance Manual.

(McGrath/Martinez)

Result: Motion passed unanimously.

c. Conflict of Interest Policy and Annual Acknowledgment and Disclosure Form

Katie Osman presented the Conflict of Interest Policy, which protects the Foundation's integrity by establishing a clear process for identifying, disclosing, and addressing conflicts among directors, officers, and key employees. The policy defines key terms, requires initial and ongoing disclosures, and outlines how the Board reviews and resolves potential conflicts, with interested individuals excluded from deliberations and voting. It also mandates documentation of proceedings and corrective actions for violations. As the Foundation grows, having this policy in place ensures compliance with nonprofit and tax-exempt obligations.

Motion: Approve the Conflict of Interest Policy and Annual



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Acknowledgment and Disclosure Form, as presented, to be incorporated into the Board Governance Manual.

(Dressler/Perrault)

Result: Motion passed unanimously.

d. Agreement for Services, Facilities, and Equipment Between the San Luis Obispo County Community College District and the Cuesta College Foundation.

Grigger Jones reviewed the annual services agreement between the San Luis Obispo County Community College District and the Cuesta College Foundation for the 2026–2027 year. Under the agreement, the District provides a District employee to serve as Executive Director of Advancement/Foundation, along with supporting staff, office space, and equipment at the Cuesta College campus. The Executive Director operates under the direction of the Superintendent/President while serving the Foundation Board and its committees. District employees remain District employees, with the District responsible for all compensation and benefits, and the Foundation held harmless from any related claims. The agreement runs through June 30, 2027, and may be terminated by either party with 60 days' written notice.

Motion: Agreement for Services, Facilities, and Equipment Between the San Luis Obispo County Community College District and the Cuesta College Foundation, as presented.

(Anderson/Fong Wolf)

Result: Motion passed unanimously.

I. Executive Reports

a. Foundation Board President

No report due to absence. No action was taken.

b. Superintendent/President

Dr. Jill Stearns reported that the move into the new Campus Center is anticipated in about one month, as the remaining details are finalized. She also shared that the North County Campus construction remains on schedule and is expected to be considered complete by the Board of Trustees in May. Exciting components of the new spaces include a Plant Science lab, a CDL classroom, a movement classroom with lockers and showers, and an 8,500-square-foot covered space with large fans, water access, and



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infrastructure to support heavy trades programs. Dr. Stearns announced that escrow closed sooner than expected on the new South County property, making the space officially owned by the college. She discussed shifts in student demographics, noting that Hispanic students now comprise 37.9% of the student population, reflecting the college's commitment to serving the Hispanic community, and that the average student age has decreased due to growth in the dual-enrollment program. Most notably, Dr. Stearns highlighted that student course completion rates have increased to 77%, explaining that a combination of targeted efforts collectively contributed to the significant improvement in student success. No action was taken.

c. Foundation Executive Director

Katie Osman focused her update on four key areas: strategic planning, fundraising, operations, and engagement. The initial draft of the strategic plan has been completed and reviewed by Dr. Stearns and Craig. The Foundation team will operationalize the plan this Friday in preparation for presentation to the Executive Committee in May and the full Board in June. On the program side, more than 1,600 scholarship applications were received, reflecting both strong student interest and significant need. Awards are currently under review, and appreciation was extended to the five board members who participated in the process. In addition, 23 Cuesta Grant applications have been received to date, with award notifications scheduled for May 11. A new impact reporting component has also been added this year to strengthen stewardship and outcomes reporting. Fundraising efforts for the Rodeo Benefit are off to a strong start, with several sponsorships and tables already confirmed. Operations and governance efforts continue to focus on assessing current priorities, finalizing Board policies and procedures, strengthening alumni engagement, and recruiting strong candidates for Board service. No action was taken

J. Representative Reports

a. Board of Trustees (Patrick Mullen)

Pat Mullen echoed several items previously presented, adding that the recent trustee board meeting held on the NCC was especially



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meaningful. It showcased how far the college has come from its humble beginnings in modular units to the buildings, services, and programs students enjoy today. He expressed excitement about closing escrow on the new South County property, noting its high visibility and strong positioning to serve harder-to-reach communities. He also highlighted the many amenities in the surrounding area that will benefit both students and faculty. He concluded by commending all whose efforts have positively impacted course completion numbers, with particular recognition of the Foundation.

b. Faculty (Andrea Devitt)

Andrea Devitt shared that the summer schedule has been released, with a full slate of summer class offerings. Fall registration also opens in April, beginning with continuing students, followed by new students. She shared that the more we communicate about registration dates and encourage students to register on time, the easier the process becomes for both students and staff.

K. Committee Chair Reports

a. Alumni Relations Committee (Fong Wolf)

Janice Fong Wolf shared that Commencement is approaching, and upcoming campus cap-decorating events will provide opportunities to engage with students and collect contact information to support future alumni engagement efforts. Board members are encouraged to participate in these events. She also reminded the group that nominations for Honored Alumni are due by May 4.

b. Development Committee (Darnton)

Jessica Strano presented in Jeff Darnton's absence. She shared that crowdfunding has raised nearly \$100,000 from 877 unique donors, many of whom are new. The Rodeo Benefit is showing strong early momentum, with 10 confirmed sponsors and 8 confirmed tables. May 1 is the goal for receiving all sponsorships. Board giving totals \$42,000, and Jessica shared how those funds are being directed. She also noted growth in monthly giving.

c. Finance Committee (Campbell)

Rick Camarillo presented in Stuart Campbell's absence. Rick provided an update on investment performance.



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d. Nominating Committee (Lathrop)

Scott Lathrop reported that the Nominating Committee is meeting this week to finalize a slate of recommendations for the Executive Committee, which will then be considered by the full Board in June. The Committee is very pleased with the quality of individuals who have expressed interest in joining the Board.

L. Comments by Staff

None.

Adjournment

Meeting adjourned at 4 p.m.

Next Foundation Board Meeting Date: Monday, June 1, 2026, at 3 p.m.
on the SLO Campus.