



# Foundation

## Cuesta College Foundation Executive Committee Meeting Minutes

Monday, Jan. 12, 2026 | 3 p.m.

Zoom Conference Call

### A. Call To Order

Foundation Board President Craig Darnell called the meeting to order at 3:02 p.m.

### B. Roll Call

A quorum was present.

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

**Motion:** Approve as presented. (Jones/Anderson)

**Result:** Motion passed unanimously.

### D. Public Comment

None.

### E. Approval of Minutes

**Motion:** Approve minutes from Nov. 3, 2025 (Fong Wolf/Perrault)

**Result:** Motion passed unanimously.



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## **F. Executive Reports**

### **1. Foundation Board President**

Craig Darnell reported that increased Foundation staffing is contributing to continued organizational momentum. He noted that leadership is advancing updated policies, including the Gift Acceptance Policy. He also informed the Board of two upcoming strategic planning retreats and encouraged members to attend, if possible. The Honored Alumni event will be held following the next Board meeting in San Luis Obispo at Hotel Cerro, where three individuals will be recognized. No action was taken.

### **2. Superintendent/President**

Dr. Stearns reported that the spring semester will begin with Opening Day on Friday, including the unveiling of the Educational Master Plan. She noted that the plan shifts from a 10-year outlook to a focused four-year timeline centered on major institutional goals, including awarding 5,000 degrees and certificates in 2030 and emphasizing post-completion outcomes. She further shared that Cal Poly, Cuesta College, and Allan Hancock College met to strengthen collaborative partnerships supporting regional aerospace workforce needs. Additionally, a full cohort in the Liberal Studies Bachelor's Pathway Program, in partnership with Cal Poly, is scheduled to begin next fall. No action was taken.

### **3. Board of Trustees**

Trustee Patrick Mullen reported on his first meeting with the Cuesta College Foundation Board in his role as Trustee Liaison. He thanked the Foundation, expressed enthusiasm for its work, and conveyed pride in the College's standing among California's top community colleges. He noted that it had been several years since he last served in this capacity and expressed appreciation for the opportunity to work closely with the Foundation again.

### **4. Foundation Executive Director**

Katie Osman shared that the new Program Coordinators are providing support in event readiness and scholarship management and noted a few early contributions from both. As of January, the Foundation has exceeded its \$250,000 Annual Fund goal by a significant margin. She noted that Board giving is currently directed to the Area of Greatest Need; however, this approach is being reconsidered, as some Board contributions are supporting scholarships and CASE funding without formal designation. She added that a



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significant planned gift has contributed to the Foundation's strong position relative to its goal and underscored the importance of planned giving.

## **G. Committee Chair Reports**

### **1. Alumni Relations Committee (Fong Wolf)**

Janice Fong Wolf reminded Board members of the Honored Alumni Reception following the Foundation Board meeting and encouraged them to stay and recognize the three honorees. She also expressed appreciation for the addition of new staff focused on Alumni Engagement and shared that she looks forward to a future Alumni Committee meeting. No action was taken.

### **2. Development Committee (Darnton)**

In Jeff Darnton's absence, Katie Osman provided the development update and introduced a new reporting template designed to better reflect the Foundation's fundraising performance. She highlighted progress in the Cuesta Fund, positive results from the fall mailer, and shared updates on Board Giving and Major Gifts. She also noted that campaigns and appeals are now being tracked to allow for meaningful year-over-year comparisons and reported encouraging results from crowdfunding efforts. No action was taken.

### **3. Finance Committee (Campbell)**

Stuart Campbell provided an update on investment performance. The Foundation is maintaining its current position on private equity.

### **4. Nominating Committee (Lathrop)**

Scott Lathrop did not have a formal report but noted that the Nominating Committee is gearing up for increased activity.

## **H. Business Agenda**

### **1. Financial Report**

Rick Camarillo presented the Mercer investment report, noting that overall performance remains strong and aligned with benchmark targets. He reviewed total gifts from July 1, 2025, through November 30, 2025, and concluded with an overview of income and expenditures. No action was taken.

### **2. Commensurate Return Report**

Katie Osman presented the Commensurate Return Report for July 1, 2024,



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through June 30, 2025. The annual report outlines the Foundation's reimbursement to the District, confirms compliance with Title 5 requirements as an auxiliary organization, and reflects a \$20.11 return to the District for every \$1 invested. The report is presented annually to the Board of Trustees. No action was taken.

## I. Action Items

### 1. Review and Approve the Draft Gift Acceptance Policy

Katie Osman presented a draft Gift Acceptance Policy. The policy requires full Board approval and will be presented at the February Board of Directors Meeting. It clarifies acceptable gift types, approval thresholds, and delegated authority, and is designed to safeguard both the Foundation and the District from potential risk.

**Motion:** Approve the Draft Gift Acceptance Policy as presented with a modification to the Table of Contents and adding gender identity presented by Janice Fong Wolf. (Lathrop/Anderson)

**Result:** Motion passed unanimously.

### 2. Ann Waters Copenbarger Quasi-Endowment

In October 2022, the Cuesta College Foundation received a \$250,000 estate gift from Ann W. Waters Copenbarger, designated for the Cuesta College Concord Chorus. At the department's request, \$225,000 was placed into a quasi-endowment. The Concord Chorus is now requesting a \$100,000 special distribution to support expanded programming in FY26 and provide operating support through FY27. A motion was made to approve and forward the request to the full Board.

**Motion:** Approve a one-time special distribution from the Ann Waters Copenbarger Quasi-Endowment as presented. (Jones/Fong Wolf)

**Result:** Motion passed unanimously.

### 3. Foundation Board of Directors Meeting Agenda for Monday, Feb. 2, 2026

**Motion:** Approve the agenda as presented, with the addition of an item regarding the Ann Waters Copenbarger Quasi-Endowment. (Lathrop/Campbell)

**Result:** Motion passed unanimously.

## J. Comments by Staff

None.



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## **Adjournment**

Meeting adjourned at 4:09 p.m.

**Next Executive Committee Meeting Date:** Monday, March 2, 2026, on Zoom.