Cuesta College Foundation
Executive Committee Meeting Minutes
Monday, Sept. 14, 2026 | 3 p.m.
Zoom Link: https://cuesta-edu.zoom.us/j/89864779722
Public Access Location:
Cuesta College SLO Campus Center, Building 3000
Conference Room 3054 *(Second Floor)*
3000 Education Dr., San Luis Obispo, CA 93405

A. Call to Order
Foundation Board President Craig Darnell called the meeting to order at 3:03 p.m.

B. Roll Call
A quorum was present.

Board Members Present:	**Board Members Absent:**	**Foundation Staff Present:**
Craig Darnell, *President*	Patrick Mullen	Rick Camarillo
Jim Anderson		Sarah Fessenden
Stuart Campbell		Katie Osman
Jeff Darnton		Jessica Strano
Eric Holmen		
Grigger Jones		
Scott Lathrop		
Debbie Perrault		
Jill Stearns, Ph.D.		

C. Approval of Agenda
Motion: Approve the agenda as presented. (Anderson/Lathrop)
Result: Motion passed unanimously.

D. Public Comment
None.

E. Approval of Minutes
Motion: Approve the minutes from July 6, 2026. (Campbell/Lathrop)

Result: Motion passed unanimously.

F. Executive Reports

1. Foundation Board President

Foundation Board President Craig Darnell expressed appreciation to Grigger Jones for stepping in to assist with the Scholarship Reception on his behalf due to an unexpected scheduling conflict. Craig also provided an update on outreach to the three Honored Alumni recipients regarding their selection and the upcoming recognition ceremony. No action was taken.

2. Superintendent/President

Superintendent/President Dr. Jill Stearns reported that the new Campus Center is functioning as intended, providing an accessible and welcoming environment for students. Planning for the South County Campus continues to progress, with discussions underway with the City of Arroyo Grande regarding a conditional use permit. Campus stakeholders will have an opportunity to review preliminary architectural plans and provide input on interior spaces designed to support teaching, learning, and student services. Dr. Stearns also highlighted the successful launch of the Cal Poly Bachelor's Pathway Program in Liberal Studies onsite at Cuesta College, which enrolled 20 students this fall, including 17 Cuesta College graduates. An MOU with Cal Poly is being finalized to establish additional degree pathways by 2032. No action was taken.

3. Board of Trustees

Trustee Patrick Mullen was absent. No report was presented and no action was taken.

4. Foundation Executive Director

Executive Director Katie Osman shared a student story highlighting the impact of the Foundation, which provided $200 to help a student participate in a field trip while awaiting financial aid. The student expressed her gratitude in a handwritten note, illustrating the meaningful impact of Foundation support. Katie also reported the launch of the Access and Completion Fund, which has provided approximately $6,000 in assistance to help students resolve outstanding balances and continue their education. Efforts are underway to track student outcomes and measure the fund's effectiveness. Katie announced her appointment to the Board of Directors of the Network for

California Community College Foundations (NCCCF), providing opportunities for statewide collaboration and benchmarking. She also highlighted ongoing community outreach through participation in local government meetings and recent media coverage of the Foundation's scholarship support. Efforts remain focused on implementing the Strategic Plan, particularly strengthening the infrastructure, systems, processes, and resources necessary to support its long-term goals. No action was taken.

G. Committee Chair Reports

1. Alumni Relations Committee

Alumni Relations Committee Chair Jeff Darnton reported that the committee's immediate focus is preparing for the upcoming Honored Alumni recognition ceremony in October, which will celebrate three recipients. The committee will also prioritize improving the Foundation's alumni database by evaluating vendors to assist with data cleanup, screening, and segmentation. This effort will help identify high-priority alumni groups for targeted engagement and potential donor outreach. Data management and strategic alumni engagement will remain key priorities throughout the year, alongside preparations for the next Honored Alumni nomination cycle. Additional details regarding the October recognition ceremony will be provided. No action was taken.

2. Development Committee

Development Committee Chair Eric Holmen joined the meeting virtually while in transit and provided a brief committee update. No action was taken.

3. Finance Committee

Finance Committee Chair Stuart Campbell reported a slight decline in investment performance over the past month, while emphasizing strong results over the past one, three, and five years. The private equity allocation remains approximately 2%, with anticipated capital calls from HarbourVest expected to gradually increase the allocation. Stuart noted that building the private equity portfolio is a phased process. Additional investment matters will be discussed at the upcoming Finance Committee meeting in October.
No action was taken.

4. Nominating Committee

Nominating Committee Chair Scott Lathrop had no formal report. Scott shared that he anticipates transitioning to a position on the College Board of Trustees and will work with Katie Osman in the coming months to discuss a potential replacement and ensure a smooth transition. No action was taken.

H. Information Items

1. FY27 Board Meeting Programs

The Executive Committee reviewed the annual Board Meeting Program Calendar, which was developed to provide educational opportunities for board members at each meeting, highlighting various college programs. The calendar provides a structured approach to Board meetings, incorporating mission moments, professional development opportunities, and presentations from the College's four vice presidents representing Instruction, Administrative Services, Student Success and Support Programs, and Human Resources. The October meeting theme will feature representatives from Change Collective presenting an overview of the art of the elevator pitch as well as the donor engagement process. The calendar was presented for informational purposes to provide the committee with an overview of upcoming programming and its alignment with strategic priorities. No action was taken.

2. Strategic Plan Update

Executive Director Katie Osman provided a first-quarter update on the Foundation's Strategic Plan Dashboard, reporting six initiatives completed, 21 on track, and 3 requiring attention. Overall progress remains positive, with efforts focused on strengthening organizational infrastructure, improving data management, and establishing consistent performance measures. No action was taken.

3. Spring Event Update

Katie Osman provided an update on preliminary plans for a spring fundraising event in conjunction with the Dr. Frank Martinez Superintendent/President's Award. Building on the success of the previous rodeo benefit, the proposed event would recognize community leadership, highlight student success, increase program visibility, and engage new donors in support of the Aviation Maintenance Technician Program. Planning remains in the preliminary stages, and the information was shared for informational purposes only. No action was

taken.

4. Financial Report

Rick Camarillo presented the financial report for the first month of the fiscal year. He noted that endowment earnings are recorded quarterly and are therefore not yet reflected in the financial statements. Rick clarified that transfers to the College are reflected as expenditures from the Foundation's General Fund but do not necessarily represent funds already spent by the College. No action was taken.

I. Action Items

1. Scholarship Compliance

Craig Darnell provided an update on the review of scholarship eligibility criteria to ensure alignment with current legal requirements. The Executive Committee reviewed recommended modifications to twelve endowed scholarships, developed in consultation with legal counsel and with consideration for preserving donor intent. Two motions were presented based on the applicable provisions of the original gift agreements.

Motion 1: Approve the recommended modifications to the five endowed scholarships identified in the supporting documentation to address eligibility criteria inconsistent with applicable legal requirements.

Result: Motion passed unanimously. (Anderson/Jones)

Motion 2: Approve the recommended modifications to the seven endowed scholarships identified in the supporting documentation due to circumstances that have substantially affected the fulfillment of their original purposes through no fault of the Foundation. (Anderson/Lathrop)

Result: Motion passed unanimously.

2. Bylaws Revision Ad Hoc Committee

The Executive Committee discussed the need to review the Foundation's bylaws to ensure alignment with current governance practices and organizational priorities. A temporary ad hoc committee was proposed to evaluate the bylaws, including Board term limits, and develop recommendations for consideration by the Executive Committee and full Board. The committee would include Officers of the Board and the Executive Director with support from legal counsel.

Motion: Approve the creation of an ad hoc committee to work on the bylaws

as presented. (Anderson/Campbell)
Result: Motion passed unanimously.

3. FY27 Budget Revision
Katie Osman and Rick Camarillo presented the proposed FY27 budget revision to allocate excess operating reserves toward initiatives supporting the Foundation's strategic priorities. The Executive Committee reviewed and discussed the proposed adjustments.
Motion: Approve the budget revision as presented (Darnton/Perrault)
Result: Motion passed unanimously.

4. Foundation Board of Directors Meeting Agenda for Monday, Oct. 5, 2026
Motion: Craig Darnell presented the proposed agenda for the Oct. 5, 2026, Board of Directors meeting. The agenda was prepared in accordance with applicable open meeting requirements.
Motion: Approve the agenda as presented, removing Action Item 2, the Bylaws Revision. (Perrault/Campbell)
Result: Motion passed unanimously.

J. Comments by Staff
None.

K. Comments by Committee Members
None.

Adjournment
Meeting adjourned at 4:32 p.m.

Next Executive Committee Meeting Date: Monday, Nov. 2, 2026, at 3 p.m.