



## Ohlone College Foundation

Annual Board Retreat  
Niles Banker's Building  
Wednesday, June 17, 2009  
9:00 am – 1:00 pm

# MINUTES

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### ***Present:***

*Chair:* Robert Douglass  
*Vice Chair:* Melrose Forde  
*Secretary:* Jan Vincent  
*Treasurer:* Anita Pirrone  
*Legal Counsel:* Lou Willett  
Terry Alderete  
Nancie Allen  
Don Amsbaugh  
David Benoun  
Bob Bradshaw  
Gari Browning, Ph.D.  
Pat Danielson  
Jim Klent  
Robin Kurotori  
Elizabeth Silva

Shirley Sisk  
Gloria Villasana Fuerniss  
John Weed

*Ex-officio:*  
Kevin Feliciano  
Jim Wright

*Staff:*  
*Executive Director:* David Smith  
Thomas Hsu  
Ana Lopez  
Donna Payne  
Joanne Schultz

- A. **CALL TO ORDER**  
Chairperson Robert Douglass called the meeting to order at 9:15 am.
- B. **INTRODUCTIONS/ROLL CALL**
- C. **MINUTES**
  - C.1 **Approval of minutes of Foundation Full Board Meeting of Wednesday, March 4, 2009.**  
The board reviewed the previous Full Board minutes. **Shirley Sisk moved, Anita Pirrone seconded, to approve the Full Board minutes of Wednesday, March 4, 2009. 17 AYES, 0 NAYES.**
  - C.2 **Review of minutes of Foundation Executive Board Meeting of Wednesday, May 6, 2009.**  
The board reviewed previous Executive Board minutes. A motion to approve the minutes will be held at the next Executive Board meeting, August 26.

## **D. COLLEGE PRESIDENT'S REPORT**

### **D.1 Budget Situation**

State budget proposals are currently undergoing constant revision, and Ohlone College is working hard to develop scenarios as the situation changes.

System-changing cuts are expected. The College's priority is to preserve basic skills and vocational classes. Some classes for Summer and Fall have already been cut. In order to alleviate cuts to student services and layoffs, the College is looking to alternatives such as changing enrichment classes to a fee-based model and early retirement incentives.

### **D.2 Accreditation Update**

Dr. Browning gave a report to the accreditation commission last week. A letter taking the College off warning is expected in two weeks.

## **E. FOUNDATION CHAIRPERSON'S REPORT**

### **E.1 Citizen of the Year (Nancie Allen)**

Benefit Luncheon Chair Nancie Allen gave a report on the May 30<sup>th</sup> event, which celebrated Citizen of the Year Steve Cho as well as the Newark Center's LEED Platinum status.

The event debuted the Foundation's online auction system. Our projected net for the event is in the mid \$30,000s. Total attendance, including comp tickets, were 265 seats. This count includes 22 scholarship recipients, who were also honored at the event.

### **E.2 Golf Tournament (Gloria Villasana Fuerniss)**

Golf Tournament Chair Gloria Villasana Fuerniss shared with the Board the upcoming 25<sup>th</sup> Annual Fremont Bank & Ohlone College Golf Tournament, which takes place on September 21<sup>st</sup>. Funds benefit the Athletic Department. This year's goal is to raise \$50,000.

### **E.3 Finance (Jim Klent)**

Finance Committee Chair Jim Klent reported that the first meeting of the Committee went well. The Foundation's investment policy is currently under review. The Committee will meet again on August 19<sup>th</sup>.

### **E.4 Employee Giving (Bob Bradshaw)**

Employee Giving Campaign Chair Bob Bradshaw announced a rate of over \$20,000 per year in employee payroll deduction donations. In previous campaigns, deductions would stop after a certain period and most often were not renewed. Currently deductions continue until the donor requests a change.

**E.5 Pathway to Progress (Rakesh Sharma)**

Pathway to Progress Chair Rakesh Sharma was unable to attend due to a death in the family. The Pathway Committee will reconvene at a later date.

**E.6 Appointment of Nominating Committee**

Contact Shirley Sisk if you would like to discuss a potential Board member or would like to join the Nominating Committee. Chairperson Douglass has committed to a two-year term in office, and has just completed his first year.

**E.7 Board Terms of Office**

Each board member was set up with a two, three or four-year term. The first wave of term expirations will begin in 2010, and a third of the terms will end each following year. The Nominating Committee will be in charge of finding replacements for those board members that do not renew their terms.

**F. EXECUTIVE DIRECTOR'S REPORT**

**F.1 Brown Act Compliance Reminder**

Executive Director Smith reminded the Board that under the Brown Act, a majority of the board cannot meet to confer without public notice.

**F.2 Capital Campaign Update**

The Foundation has received \$2.865 mil, of which \$1 mil are from Wayne and Gladys Valley Foundation's matching funds. Newark Center Associate Vice President Leta Stagnaro has created a wish list of items needed to build the Center to its vision, totaling \$565,000.

**F.3 STARS; Scholarships; Awards; Osher Scholarship**

The Foundation used the STARS online scholarship application for the first time this past Spring semester. The number of applications received quadrupled, necessitating a quadrupling of the number of application evaluators. Over \$31,000 was distributed to more than 60 students. More scholarships will be released in the Fall semester.

The Osher Foundation has also provided scholarships for Ohlone College students and is being administered by the Foundation. These scholarships are awarded based solely on financial need and cannot use academic standing as a factor in its selection.

**F.4 Dan Archer Endowment**

The Foundation recently received \$89,000 from Dan Archer's estate, bringing the endowment to over \$100,000 total. The Foundation is looking to honor Dan and Marie Archer for their support of the College.

**F.5 Pledge Sheet Reminder**

Executive Director Smith reminded the board of their pledge sheets, in which they agree to contribute to the College \$1,000 annually, either monetarily or through services.

**F.6 Board Motion Status Report**

The Board reviewed a spreadsheet recapping the status of Board actions.

**F.7 Web Site Update**

The Foundation website is periodically updated. Look out for new Scholarship Spotlights.

**F.8 Online Auction**

The Citizen of the Year Benefit Luncheon was testing grounds for the Foundation's new online auction system. The event's auction grossed \$9,860.

**G. FINANCE REPORT**

**G.1 Foundation Audit**

This unqualified audit has been reviewed by the both the Finance Committee and Executive Board, and was recommended for approval by the Executive Board at the Wednesday, May 6, 2009 meeting. Foundation cash and cash equivalents is up from \$609,000 to \$1.49 million, largely due to the Capital Campaign. \$2.25 million in direct support was distributed to the College. **Shirley Sisk moved, Gloria Villasana Fuerniss seconded, to approve 2008 Foundation Audit. 17 AYES, 0 NAYES.**

**G.2 Balance Sheet, Activities & Fund Balances, Net Activity by Functional Area**

The Foundation investments have rebounded in the last quarter, which is not reflected in the March 31, 2009 unaudited financial statements. **Pat Danielson moved, Shirley Sisk seconded, to approve the unaudited financial statements. 17 AYES, 0 NAYES.**

**H. ITEMS FOR BOARD ACTION**

**H.1 Approval of New Board Members**

Executive Director Smith introduced Board Nominee Terry Alderete. **Shirley Sisk moved, Gloria Villasana Fuerniss seconded, to approve new board member Terry Alderete. 17 AYES, 0 NAYES.**

**H.2 Approval of In-kind Donations**

**H.1.a Juniper Networks – Virtual Private Network (VPN) Device**

**H.1.b Newark McDonalds – Cups for Athletics**

**Shirley Sisk moved, Melrose Forde seconded, to approve the in-kind donations. 18 AYES, 0 NAYES.**

-- Conclude Business Session by **9:45 am**

**I. BOARD COMMENTS**

*Planning Work Session (Approximately 30 minutes per topic)*

- I.1 Spring Event 2010
- I.2 Scholarship Funding Strategy
- I.3 Sustainability/Maintenance
- I.4 Alumni Strategy – Volunteer Opportunities

The Board broke into small groups to discuss strategies for advancing the above topics.

**J. PUBLIC COMMENTS**

**K. NEXT MEETINGS**

**Executive Board**

September 9, 2009  
8:00 am – 9:30 am  
Foundation Office

**Full Board**

September 30, 2009  
7:30 am – 9:00 am  
Ohlone College Newark Center, Room NC-1100

**L. CLOSED SESSION**

- M. ADJOURN** -- (Lunch will be served at 12:00 pm)  
Chairperson Douglass adjourned the meeting at 12:45 pm.

Pursuant to Government Code 54957.5: Supplemental materials distributed less than 72 hours before this meeting, to a majority of the Foundation Board will be made available for public inspection at this meeting and at the Foundation's Office located at Bldg. 27, 43600 Mission Blvd., Fremont, CA 94539, during normal business hours. Materials prepared by Foundation staff and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents related to closed session items or are exempt from disclosure will not be made available for public inspection.

*All attached documents can be found online at:*  
<http://www.ohlone.edu/org/foundation/2009/>