

Executive Board Meeting Minutes

May 15, 2008
8:00 am – 9:30 am
Foundation Office



Present:

President: Rick Geha
Vice President: Gloria Villasana
Fuerniss
Treasurer: Anita Pirrone

Foundation Staff:

David Smith
Thomas Hsu
Ana Lopez
Donna Payne
Joanne Schultz

A. CALL TO ORDER

A.1. President Rick Geha called the meeting to order at 8:03am.

B. INTRODUCTIONS/ROLL CALL

C. MINUTES

C.1. Vice President Gloria Villasana Fuerniss moved, Treasurer Anita Pirrone seconded, to approve the executive board meeting minutes of March 12, 2008. The motion passed, 3 AYES.

D. COLLEGE PRESIDENT'S REPORT

D.1. President/Superintendent Dr. Doug Treadway was not present. Executive Director David Smith announced that the incoming president will be Dr. Gari Browning of College of the Desert.

E. FOUNDATION PRESIDENT'S REPORT

F. EXECUTIVE DIRECTOR'S REPORT

F.1 Capital Campaign

Smith presented a spreadsheet of capital campaign donors and potential donors. To date the capital Campaign has raised \$2,223,601 in cash from all sources. Including pledges, this amount is \$2,442,101. In addition, in-kind donations of \$203,285 (fair market value) or \$343,400 (new value) have been received. The amount matchable by the Wayne and Gladys Valley Foundation is \$1,785,501. They have provided \$1,000,000 which was used to purchase new equipment.

F.1.a “Do Not Call” list

Smith shared a list of donors and potential donors that the campus should not solicit without consulting with the Foundation. If solicitation is desirable, campus departments will work with the Foundation to coordinate such solicitations.

F.1.b In-kind contribution procedure

Smith shared a handout on procedures for campus departments to receive in-kind donations.

F.2 Scholarships

This fiscal year the Foundation will award about \$40,000 worth of scholarships. Scholarship winners are chosen by the scholarship committee.

F.3 Brown Act Compliance

Smith reviewed a summary of Brown Act provisions, and how they relate to board member activities. A handout was part of the agenda packet.

F.4 Proposed Bylaw Revisions

Smith shared the Foundation’s proposed bylaw revisions, which will be combined with suggestions from the board. Fuerniss suggested adding “fax” as a way to notify members of meetings in article IV, section 4. Fuerniss also suggested that in article VI, section 5, the number of members on the nomination committee be changed to a minimum of 3 and maximum of 5. In article VII, section 2, Smith suggested adding the line, “The board may also authorize the president of the College and the Executive Director of the Foundation to co-sign checks, deposits or other payments.” **Fuerniss moved, Pirrone seconded, to authorize the president of the College and the Executive Director of the Foundation to co-sign checks, deposits or other payments. The motion passed, 3 AYES.**

F.5 Board elections – September

Board elections will be held at the annual meeting in September. Financials for the 2008-2008 fiscal year will be completed at this time.

F.6 Statement of Understanding Contract

The executive board discussed the board member statement of understanding and contract, in particular its requirement of an annual contribution of \$1,000. Dean of Business Services Joanne Schultz suggested that there should be more specific ways to contribute outlined in the Statement of Understanding, i.e. through participating in fundraising activities. Pirrone suggested that there be more notice to members of how much they have contributed.

F.7 Topics for Board Retreat

The executive board discussed potential topics to be reviewed at the board retreat, including alumni; campus department needs assessment; annual reports; encouraging endowments; upcoming maintenance fees for the Newark Center; the Student Services building; the athletic field; board member's goals and motivations for joining the board; how we envision the Foundation in 5 years; and improvement of science facilities.

F.8 Board Membership

John Peterson will resign from the board, to be replaced by Robin Kurotori. Frank Haas has sent in his resignation letter. Henry Yin has not sent in his note yet, but has spoken with Smith with regards to his resignation. Smith discussed other potential board members.

F.9 Spring 2009 event

Due to time constraints, this will be discussed in a future meeting.

G. FINANCE REPORT

G.1 Schultz presented the Foundation finance report as of March 31, 2008.

H. ITEMS FOR BOARD ACTION

H.1 Approval of In-kind donations

Pirrone moved, Fuerniss seconded, to approve the in-kind donations as presented. Motion passed, 3 AYES.

I. BOARD COMMENTS

Fuerniss reminded the executive board that the Annual Fremont Bank/Ohlonne College Golf Tournament will take place on September 8, 2008.

J. PUBLIC COMMENTS

There were no public comments

K. NEXT MEETING

K.1 Annual Board Retreat – June 12, 2008 at the Niles Bankers Building

K.2 Next Executive Board meeting date

An email will be sent to the executive board to choose a meeting date in August.

L. CLOSED SESSION

M. ADJOURN

M.1 President Rick Geha adjourned the meeting at 9:32am.