



## Ohlone College Foundation

Full Board Meeting

Ohlone College Newark Center, NC1100

Wednesday, November 19, 2008

7:30 – 9:00 AM

# MINUTES

---

### **Present:**

*Chair:* Robert Douglass

*Vice Chair:* Melrose Forde

*Treasurer:* Anita Pirrone

*Secretary:* Jan Vincent

*Legal Counsel:* Lou Willett

Nancie Allen

Don Amsbaugh

Harry Avila

David Benoun

Bob Bradshaw

Dr. Gari Browning

Pat Danielson

Al Huezo

Robin Kurotori

Bill McMillin

Rakesh Sharma

Elizabeth Silva

Shirley Sisk

Jennifer Toy Harrison

### ***Ex-officio:***

Christine Bolt

Kevin Feliciano

Jim Wright

### ***Staff:***

David W. Smith

Thomas Hsu

Ana Lopez

Donna Payne

## **A. CALL TO ORDER**

Chairperson Robert Douglass called the meeting to order at 7:39 am.

## **B. INTRODUCTIONS/ROLL CALL**

The Board of Directors welcomed board member David Benoun to his first meeting.

## **C. MINUTES**

### **C.1 Approval of minutes of Foundation Full Board Meeting of Thursday, September 25, 2008.**

The board reviewed the previous minutes. **Al Huezo moved, Rakesh Sharma seconded, to approve the Foundation Full Board minutes of Thursday, September 25, 2008. The motion passed, 19 AYES, 0 NAYS.**

### **C.2 Review of minutes of Foundation Executive Board Meeting of Thursday, November 13, 2008.**

The Foundation Executive Board minutes of Thursday, November 13, 2008, will be approved at the next Executive Board meeting.

**D. COLLEGE PRESIDENT’S REPORT**

President/Superintendent of Ohlone College Dr. Gari Browning updated the board on Ohlone College’s progress with the accreditation committee’s recommendations. Among its strategies to meet these recommendations, Ohlone has developed new training procedures for the Board of Trustees and is in the process of completing an environmental scan to assess the needs of the community.

President Browning then gave an update on Ohlone’s budget, which will be facing a mid-year cut. Ohlone will also face enrollment fee increases in January and July.

**E. FOUNDATION CHAIRPERSON’S REPORT**

**E.1 ACTERRA Award**

Ohlone College Newark Center will be nominated to receive the ACTERRA Business Environmental Award. Chairperson Douglass will work with Associate Vice President Leta Stagnaro.

**E.2 Scholarship Committee**

Chairperson Douglass has begun making calls on community organizations for book scholarships. The scholarship committee will be asked to do the same. Board members were asked to refer prospective scholarship donors to Chairperson Douglass.

**E.3 Other Committees; Update on Committee Preference Submittals**

**E.1.a Finance; Spring Event; Golf Tournament; Membership; Pathway to Progress; Employee Giving**

These committees will begin meeting shortly. Some board committee preferences have not been submitted yet.

**F. EXECUTIVE DIRECTOR’S REPORT**

The Foundation has recently received \$160,000 in cash and various in-kind donations listed in section (H.1). The cash portion includes \$105,000 from Stopwaste.org; \$45,000 from PG&E; \$5,000 from Verizon; and \$5,000 from Pepsi. The Foundation will receive more funds from Stopwaste.org once contractual conditions are fulfilled. Thus far, the Foundation has received a total of \$2.847 million, of which \$1.847 is matchable by the Wayne and Valley Gladys Foundation.

**F.2 Golf Tournament Update**

The 24<sup>th</sup> Annual Fremont Bank & Ohlone College Golf Tournament has netted \$41,000, an all-time record. The golf tournament committee will start back up in February.

**F.3 Employee Giving Campaign**

The employee giving campaign will begin again shortly. Payroll deductions will be encouraged. With the Fund 88 and 89 cleanups, the Foundation will be able to offer a broad range of scholarships and program support for employees to contribute to. Those who contribute more than \$1,000 yearly will be part of the “President’s Honor Roll.”

**F.4 Pathway to Progress – Progress**

The Foundation can raise another \$500,000 if the rest of the bricks are sold. The fundraising mechanism is already in place, all that is needed is creative ways to sell. Funds raised will be used for equipment and furnishings for at the Newark Campus, and will be matched by the Wayne and Valley Gladys Foundation. Ohlone employees will be able to purchase bricks via payroll deduction.

**F.5 Pledge Sheet Update**

Some board members still need to submit their pledge sheet.

**F.6 Fall Scholarships; Osher Scholarships**

The review of Fall 2008 scholarship applications is in progress. The Foundation will disburse \$16,500 this semester.

The Osher Foundation has made a \$25 million gift to California community colleges. Ohlone College Foundation is likely to receive between five to nine scholarships. Osher Scholarships are all need based, which means they are judged independently from a student’s academic standing.

If community colleges raise another \$50 million towards the fund, Osher will match another \$25 million. Ohlone’s share of the match is \$350,000. The state has hired people to fundraise on behalf of community colleges. The Foundation may work together with a conglomerate of Bay Area community colleges to ask for money from organizations that Ohlone may not have access to individually.

**F.7 Holiday Reception - December 10<sup>th</sup>, 5:00 – 7:00 pm at Ohlone College Newark Center**

The President’s Holiday Reception will take place at the Newark Center in Room NC1102.

**F.8 Board Motion Statuses**

A spreadsheet was distributed showing Board motions made in 2008-2009 and their statuses.

**F.9 Web Site Update – Photos, etc.**

Most donors are now displayed on our website. The Foundation is moving towards recognizing every donor in some way.

## **G. FINANCE REPORT**

The Capital Campaign moneys are being held by the Foundation because it Foundation funds earn interest while District funds do not. More financial information will be presented in the second quarter. The auditors have completed their process and the audit report will be presented shortly.

## **H. ITEMS FOR BOARD ACTION**

### **H.1 Approval of In-kind Donations**

**H.1.a One Work Place – Various office equipment**

**H.1.b Don & Toni Williams – Wooden benches**

**H.1.c Allergen Inc. – Laboratory incubators**

**H.1.d Betty Feith – Office printer**

The board reviewed the In-kind donations (H.1.a – H.1.d). **Rakesh Sharma moved, Shirley Sisk seconded, to approve the In-kind donations. The motion passed, 19 AYES, 0 NAYS.**

### **H.2 Disposition of Certain Fund 88 (Restricted) and Fund 89 (Endowed) Accounts**

Foundation funds that had been inactive were reviewed extensively. Executive Director Smith worked with President/Superintendent Browning to suggest dispositions for the funds. Six funds were moved through administrative action, and the board of directors is being asked to move an additional twenty. **Pat Danielson moved, Shirley Sisk seconded, to approve the suggested disposition of certain fund 88 (restricted) and fund 89 (endowed) accounts. The motion passed, 19 AYES, 0 NAYS.**

### **H.3 Online Auctions**

The cMarket.com online auction site is used by Foothill-DeAnza Community Colleges. The cost is \$600/year for unlimited online auctions, plus 9% of items sold. A committee would be created to solicit for items. Such a program appears non-staff intensive. The Executive Committee recommended at the November 13, 2008 meeting for the full board to move for the Foundation staff to do more research. **Shirley Sisk moved, Pat Danielson seconded, to recommend the Foundation staff to further research the cMarket online auction system. The motion passed, 19 AYES, 0 NAYS.**

## **I. BOARD COMMENTS**

## **J. PUBLIC COMMENTS**

**K. NEXT MEETING TBA**

The next full board meeting will be on March 4, 2009.

**L. CLOSED SESSION**

**M. ADJOURN**

Chairperson Robert Douglass adjourned the meeting at 8:59 am.

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/2008/>**