

**Moorpark College Foundation
Monthly Board Meeting
7:30 a.m., Feb. 3, 2021
Via Zoom**

MINUTES

MCF Board of Directors Present:

<input checked="" type="checkbox"/> Paul Aguilar	<input type="checkbox"/> Chuck Champion(S)	<input checked="" type="checkbox"/> Jill Haney (C)	<input checked="" type="checkbox"/> Tom Harris
<input checked="" type="checkbox"/> Michael Hoffman	<input checked="" type="checkbox"/> Jason Peplinski	<input type="checkbox"/> David Pollock	<input checked="" type="checkbox"/> Samantha Sale
<input checked="" type="checkbox"/> Kathryn Stiles	<input type="checkbox"/> Sylvia Sullivan	<input checked="" type="checkbox"/> Tim Weaver (VC)	
<input checked="" type="checkbox"/> Julius Sokenu	<input checked="" type="checkbox"/> John Loprieno		

Staff Members (Ex-Officio) Present:

<input checked="" type="checkbox"/> Jennifer Clark(T)	<input checked="" type="checkbox"/> Amanuel Gebru	<input checked="" type="checkbox"/> Mary Rees
<input checked="" type="checkbox"/> Alicia Hoffman (FC)	<input checked="" type="checkbox"/> Maria Perez-Mederios	

Guests: None

C=Chair, VC=Vice Chair, T=Treasurer, MAL=Member-At-Large, FC=Foundation Coordinator

Meeting called to order by Chair Jill Haney at 7:30 am, a quorum was present.

I. APPROVAL OF THE AGENDA

Haney presented the Agenda to the board.

Jason Peplinski moved to approve the Agenda as presented. Tim Weaver seconded the motion and the Agenda was unanimously approved with a 6-0 vote.

II. APPROVAL OF MINUTES AND MEETING TIMES

A. Approve the Jan. 6, 2020 Minutes

Haney presented the Minutes to the board for review

Paul Aguilar joined the meeting at 7:32 a.m.

Mike Hoffman moved to approve the minutes of the Jan. 6, 2020, Board meeting as presented. Kathryn Stiles seconded the motion and the minutes were unanimously approved with a 7-0 vote.

II. CHAIR REPORT

A. Annual Campaign Update

Haney delivered the report to the board and thanked Jason Peplinski for his Facebook Birthday Fundraiser that raised \$1,865 for the Foundation. She announced the Board is halfway toward its goal and needs to continue raising funds and contacting people on their prospect lists. She also stated the following needs:

- Someone to take over contacting Tim Holland's prospects
- Team #1 needs a captain
- Haney will be managing the campaign with Chuck Champions limited role after moving. All questions should be directed to Jill.
- Grant applications are coming once they receive Jennifer Clark's approval

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Samantha Sale joined the meeting at 7:38 a.m.

IV. COLLEGE PRESIDENT'S REPORT

Julius Sokenu presented the report to the board and noted the following:

- The college's ACCJC mid-term accreditation report has been approved. Next visit will be in 2023.
- Enrollment profile seems to be changing toward more part-time student
- The college has a robust Black History Month schedule, including virtual panels, presentations, and videos. Check the social media feeds.
- Feb. 19 Webinar on AB705 with Assemblymember Jaqui Irwin
- Fall 2021 return to campus with 50% classes on ground. The college will be phasing in students and employees as vaccinations are available.

Jennifer Clark joined the meeting at 7:45 a.m.

Haney noted that Sokenu has made speaking appearances at the following organizations and that it is great to get the word out about the foundation.

- Simi Valley Chamber Emerging leaders
- Simi Valley Chamber Leadership Class
- Simi Valley Rotary Club

Mary Rees noted the following:

- Campus is currently on-ground with 16% of classes
- Moorpark is #1 in English transfers
- Campus student numbers are still increasing as is enrollment in Career Training and Education programs with 50-plus 1-year programs that help position the county for jobs recovery.
- Zoo re-opens this weekend with Ira's birthday celebration

V. BOARD DEVELOPMENT COMMITTEE

A. Consider the approval of Anita Venkataraman to the Board of Directors

Tim Weaver delivered the report to the board noting Venkataraman's biography and the recommendation forms completed by Sokenu and himself for reference. He recommended she be approved as a member.

Mike Hoffman moved to approve Venkataraman as a member of the Board. Paul Aguilar seconded the motion and the motion was approved with a 9-0 vote.

B. Review the proposed changes to the Bylaw to be voted on in March

Tim Weaver and Jill Haney presented the changes to the board noting that the changes would allow for temporary committees when need and a time limit for those committees as well as changing the date for the Audit report meeting to November from the end of October to maintain regular meeting dates and allow time for the audit to be completed and delivered to the Foundation. The board will review the changes over the next month and vote during the March meeting.

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C. Board appointment to the Finance Committee

Haney appointed Weaver to the Finance Committee. He will be working with Jennifer Clark on the budget and finances. Haney invited other members to serve on the committee as well. Kathryn Stiles and Tom Harris volunteered to serve.

VI. ALUMNI COMMITTEE

Sokenu and Peplinski delivered the report to the board. They stated the task force will be meeting at 4 p.m. today to finish exploring ideas and start moving forward on action items. They invited additional members to attend. Sales and Aguilar volunteered to join the task force later as they have commitments today.

VII. FINANCE COMMITTEE

A. Monthly Financials

Clark delivered the reports to the Board starting with the Profit and Loss Statement. She noted the following

- Insurance costs have increased with Employee Workers' Compensation now that there is a Foundation Employee.
- The Foundation is dipping into its reserves to cover operating costs
- Foundation assets held for America's Teaching Zoo

Haney asked where the Foundation is in establishing an agreement with the zoo for administration of funds and processing. Sokenu said they are in the process of developing a final agreement and will have a clearer sense in the next month.

Jason Peplinski moved to approve the Monthly Financial Statements. The motion was seconded by Samantha Sale and was unanimously approved with a 9-0 vote.

B. Grant Pre-Approval Form

Jennifer Clark presented the grant pre-approval form to the board and the process for grants being given approved for application.

She stated training and education will be necessary for those filling out the form, so that complete information is available for review to see if we qualify for the grant and it is something the foundation should be applying for. Key areas of the application include:

- Purpose and scope
- How it ties to the Foundation's purpose and Bylaws

Clark said once the form is completely fill out and submitted, there will be a conference with the Executive Council for consideration to approve grant application. The timeframe for review is within the next Executive Council Meeting and ideally a one-week turnaround.

VIII. MARKETING COMMITTEE

Mike Hoffman reported that the Marketing Committee did not meet, but that John Loprieno and Alicia Hoffman have been working on press releases and the upcoming Job-Ready Alumni Forum – Biotech for April.

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Press release that went out this month include:

- Moorpark College Foundation receives \$10,000 from ProDIGIQ
- Foundation receives \$25,000 Edison International STEM grant
- Foundation receives \$50,000 VCCF grant to support student essential needs

John Loprieno reported planning has begun for the April Job-Ready Alumni Forum – BIOTECH II and that panelists are being confirmed and marketing should begin soon.

He also reported that the Foundation is working to complete the Commensurate report for the VCCCD and the state documenting the in-kind donation between the college and the foundation. He is working with Oxnard and Ventura colleges to ensure consistency between reports. Sokenu noted that the report will be presented to the District at its Tuesday, March 9, meeting, and it would be nice to have as many Board members present as possible to show support.

IX. PENDING BUSINESS: None

X. NEW BUSINESS: None

XI. ADJOURNMENT

Tim Weaver moved to adjourn the meeting. The motion was seconded by Tom Harris and the meeting was adjourned at 8:21 a.m. with a unanimous vote, 9-0.

NEXT BOARD MEETING

Wednesday, March. 3, 2021
7:30 a.m. – Zoom Meeting

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