Quarterly Board Meeting
7:30 am, Wednesday, March 09, 2011
President’s Conference Room, Moorpark College

MEETING NOTES

MCF Board of Directors Present:
☐ Ted Bagley  ☐ Roberta Isaeff  ☐ Dan Peate (C)  ☐ Sylvia Sullivan
☒ Elad Goren (VC)  ☒ John C. Lindsey (MAL)  ☒ Kathleen Percival  ☒ Jim Tierney
☒ Debbie Heaslip  ☐ Allan C. Mann  ☒ Jodi Santino (MAL)  ☒ Timothy L. Weaver (T)

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

Staff Members (Ex-Officio) Present:
☒ Pam Eddinger  ☒ Iris Ingram  ☒ Darlene Melby
☒ Kim Watters  ☒ Margaret Ramos  ☐ Louise Christener  ☐ Marsha Klipp

Meeting began at 7:42 am.

I. REPORTS

a. Chair/Executive Committee Report
Chair Dan Peate welcomed everyone in attendance and called the meeting to order. Chair Peate encouraged everyone to participate in and sit on MCF sub-committees.

b. CEO Report
Dr. Pam Eddinger welcomed and thanked everyone for their service.

i. Staff Reports
Dr. Eddinger informed the Board of Directors that Moorpark College’s accreditation was reaffirmed by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). Reaffirmation of our accreditation status from the Commission means our College continues to meet or exceed the standards for institutional effectiveness, student learning and services, resources, and governance as defined by our peers in higher education and by the Commission.

Additionally, Dr. Eddinger briefly discussed the status of the District and College budgets.

Dr. Eddinger reported on an event sponsored by the Osher Foundation titled “Hands across California”. This event starts at Chaffey College and ends at Oxnard College. “Hands across California” will bring Californians statewide together to benefit California’s community colleges and their students. It will call attention to the nation’s largest system of higher education, create a unified statewide spectacle illustrating the impact of community colleges in the state, and will create a permanent scholarship fund for students for generations to come. More information will be distributed to the Board of Directors as it becomes available.
Ms. Darlene Melby reviewed the Operating Budget with the MCF Board as indicated through December 2010. Ms. Melby reviewed the Annual Summary of Endowments report. She indicated that letters are sent to the donors including year-end statements reflecting all activity throughout the calendar year. Ms. Melby reviewed the Check Detail report with the Board of Directors. This report reflects all checks written on behalf of the Moorpark College Foundation.

Ms. Melby mentioned that the Foundation Master Agreement with the District was up for renewal. It was suggested to glean best practices from the Ventura and Oxnard College Foundations Master Agreements. Changes to the Master Agreement should be given to Dr. Eddinger and Ms. Ingram for review and then to the MCF Executive Committee for final review. After the Executive Committee has reviewed the revised Agreement, it will then be emailed to the MCF Board of Directors.

Ms. Margaret Ramos reported that the Scholarship Office received $13,334 from the Art Department for a Ceramics Scholarship and with the Osher 50% match on the dollar; their endowment will be $20,000. Ms. Darlene Melby indicated that retired EVP, Dr. Brenda Shubert, would like to consolidate her designated match and her scholarship account. If all of the aforementioned financial moves come to fruition, they would add an additional $60K for Osher.

Mr. Keith Jajko distributed a media report detailing activity for the last 3 months. Mr. Jajko reported that The Acorn printed several releases regarding the Sage Publications perpetual scholarships. Mr. Jajko indicated that a Moorpark College Foundation Facebook page was recently created as well as a Twitter page. He is consistently posting to them and encourages others to “friend” the aforementioned social media sites.

Dr. Eddinger and Chair Peate reminded the Board of Directors that payments for outstanding dues would be accepted today via check or credit card.

Dr. Eddinger reported that the Executive Committee met to review the MCFAATZ MOU Draft that was distributed during the December MCF Quarterly Meeting. The Foundation Executive Committee expressed “pass thru” concerns. It was suggested to invite a member of MCFAATZ to sit on the Board of Directors. This individual would bring potential volunteers for various college events as well as create valuable networking opportunities. Dr. Eddinger presented and reviewed with the Board of Directors, Mr. Darren Minier’s resume; a leader of MCFAATZ and potential candidate for MCF Board of Director’s membership.

Chair Peate called for a motion for approval to invite Mr. Darren Minier to the MCF Quarterly meeting in June.

Mr. John Lindsey motioned for approval. Ms. Jodi Santino seconded the motion. The MCF Board of Directors approves the invitation for Mr. Darren Minier to the MCF Quarterly meeting in June.
c. Committee Reports

i. Alumni Development (Jim Tierney, Chair)
   Alumni Development Chair Jim Tierney reported that the Alumni Development Committee met with the Student Activities Specialist at Moorpark College, Ms. Sharon Miller. It was hoped that Ms. Miller would be able to put them in touch with potential volunteers; however, this contact yielded no results. Ms. Debbie Heaslip volunteered to help gather membership for this Committee.

ii. Budget & Investments (Tim Weaver, Chair)
   Treasurer and Budget & Investments Chair Weaver reported that the securities & stocks portfolio reflected a loss of $33K; however, last year, the portfolio was down substantially more. The MCF has over $79K in cash. Conversations with the investment firm are underway with regards to reinvesting those funds.

iii. Bylaws (Pam Eddinger)
   Dr. Eddinger indicated that the Conflict of Interest Statement and Whistleblower Clause are not ready for presentation. As soon as the two documents have been properly vetted, they will be brought to the MCF for final approval.

   Dr. Eddinger reviewed, Article VII, Section 2. Moorpark College Foundation CFO, of the MCF Bylaws. Dr. Eddinger stated that an error (typo) had been made and that it should read Article VII, Section 2. Moorpark College CFO. The College’s CFO cannot be the Foundation’s Fiscal Officer as that is the role of the Budget & Investment Committee. The College Officer serves as staff for the Foundation in an advisory function.

   Dr. Eddinger requested approval to suspend Article VI. Section 7. Election of Officers, until the June MCF Quarterly Meeting, for the purpose to clarify election procedures. Once the procedures have been clarified, an electronic notification will go out to the Board of Directors requesting nominations for the impending expiration of several officer positions.

iv. Facility Usage (Ted Bagley, Chair)
   Vice Chair Goren reported that the MudRun is still moving forward. This festival-like event is about a year away. Vice Chair Goren stressed the importance of obtaining sub-sponsors for this event. There will be over 60 vendor booths and over 2,500 people expected to attend.

   Dr. Eddinger reminded the Board of Directors about the Festival of Lights event at Barstow College. As agreed to in December 2010, MCF will sponsor a similar event at Moorpark College, The Holiday of Lights. Moorpark College’s event will start off small and continue to grow from year to year; at first, lighting only Raider Walk and the Library. It is hoped that the MCF Board of Directors will decorate trees individually or with other Board members to have them purchased by event goers or auctioned off.
v. **Major Gifts (John Lindsey, Chair)**

Member-at-Large and Major Gifts Committee Chair Lindsey reported that a meeting had been scheduled with Mr. Jajko, Dr. Eddinger, and Ms. Santino to review the contents of a mailing kit for prospective donors, individual or corporate.

vi. **Scholarships**

Ms. Margaret Ramos reported that a “Year of Economy” speaker donated their speaking fee to a scholarship. The English Department Chair along with English faculty established a scholarship through payroll deductions.

vii. **Special Events (Debbie Heaslip, Chair)**

II. **CONSENT AGENDA/ACTION**

   a. Approval of December 08, 2010 MCF Quarterly Minutes
   b. Approval of Brenda Shubert’s Board Designated Match Move to Endowments
   c. Approval of Suspension of Bylaws Article VII. Section 2. Election of Officers
   d. Acceptance of Bylaws Revision Article VI. Section 7. Chief Financial Officer
   e. Meeting Calendar 2011

Chair Peate called for a motion to approve the Consent Agenda items as listed.

*Ms. Debbie Heaslip motioned for approval. Member-At-Large John Lindsey seconded the motion. Motion carries. The MCF approves the Consent Agenda Items as listed.*

Meeting adjourned at 8:57am.
The next MCF Quarterly Board Meeting is June 8, 2011.