Quarterly Board Meeting  
7:30 am, Wednesday, June 6, 2012  
President’s Conference Room, Moorpark College

MEETING NOTES

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

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

Guests Present:
☒ Michael Murguia, Amgen  ☒ Michelle Castelo, Moorpark College

Call to Order at 8:00 a.m.

I. REPORTS  
   a. Chair/Executive Committee Report

   i. Member-At-Large Appointee
      Board members agreed to appoint a Member-At-Large for the Executive Committee. A Member-At-Large is a person that will attend every Executive Committee Meeting (once per month), with no official title.

   ii. Executive Retreat
      Ted Bagley and Dan Peate hosted an Executive Retreat at Amgen. During the retreat, there was some discussion about the structure of this board and how best to progress. Some new ideas will be presented over the next few quarters as to how we could involve different people in different aspects. If anyone wants to be involved in this process, please contact Elad Goren. The goal is not to spread ourselves too thin. We should commit to projects, complete them, and then start working on new ones.

   iii. Recommitment
      Recommitment emails have been received by Elad Goren. This helped people to better realize their roles on the board. There are dues involved with our Foundation. Members were asked to please pay them as they are an important part of our fundraising.

   iv. Telesis
      Telesis Credit Union is going through some major transitions with a recent government takeover. Premier America Credit Union has since bought out Telesis. The contact at Telesis is Christy Schwartz. It is our goal to move all of our funds out of Telesis and find another bank. We are utilizing Edward Jones in the interim. Jodi Santino has spoken with a representative (Mary) at CA Republic Bank. The board recommends that we shop around at a minimum of three different banks prior to making a decision. This will be an issue for the Executive Committee to decide.
b. CFO Report

i. UPDATE ON COLLEGE NEWS
   1. Accreditation
      Dr. Eddinger reported that we are still under probationary status with the Accreditation Committee. We anticipate that we will be back on good standing by January 15, 2013, when the committee meets next. All issues have been addressed and are currently at the governance level. The County Grand Jury has linked into the running of the three colleges and has issued a report on how we can streamline some of our curriculum/degrees. The board already had some goals developed in this area.
   2. New Chancellor
      A new Chancellor has been selected. Dr. Jamillah Moore is the former President of Los Angeles City College and will begin at VCCCD at the start of the new Fiscal Year.

ii. STAFF REPORTS
   1. Quarterly Financial Report
      Darlene Melby distributed the Quarterly Financial Report and reviewed it with the Board. If all goes as planned, there could be a profit of about $50k.
   2. PR Consultant Report
      Keith Jajko is not present to report today. We will get an update from him next time.

iii. Recommitment (Elad Goren)
      Reported in i. a. iii.

iv. Committee Reports
    1. Budget & Investments
       Iris Ingram reported that there is no new budget news. We are still waiting to see if the tax package passes or not. In the meantime, we are planning for the worst-case scenario but believe the State may have over projected. We are working on all case scenarios as well as preparing a budget for FY14 as there may be more cuts in the future. An Operational Budget handout was distributed and reviewed.

      Tim Weaver also distributed a handout of our Investment Portfolio for the 3rd Quarter and reviewed it with the board. Tim reported that we have a strong investment policy and we do adhere to it.

    2. Bylaws
       1. Whistleblower Statement
          A DRAFT copy of the Whistleblower’s Policy was distributed and reviewed for approval by the board. A motion to approve the Whistleblower Statement was made, seconded and approved.
2. Conflict of Interest Statement
A DRAFT copy of the Conflict of Interest Policy was distributed and reviewed for approval by the board. Board members will be asked to sign a copy annually. Some discussion followed about whether or not this should be a requirement that is listed in our bylaws and if there is enough content in the bylaws to determine if one is in a conflict of interest. Darlene Melby will get the criteria out to the board members for review. Email questions to Darlene Melby (dmelby@vcccd.edu).

iii. Major Gifts
Dan Peate is not present to report today. Darren Minier reported that there have been no meetings held recently and there is nothing new to report. There is a letter currently in the works which would show our intent of how we would utilize facilities, students, etc. It is still in a DRAFT version and will be submitted to Dr. Pam Eddinger for review prior to release.

iv. Scholarships
1. New Scholarship Update
Margaret Ramos reported that a Suicide Prevention & Awareness Scholarship has been established on behalf of former Moorpark College student, Tracy Schwab, who committed suicide 18 months ago.

A Film Studies Scholarship has been established on behalf of Hugo Ekback’s wife.

There was some discussion about possibly honoring the memory of Emilie Goodman, who recently passed away and worked as a Clerical Assistant in the Art, Media Education & Enrollment Services Division.

2. Scholarship Reception 2012 Recap
Syliva Sullivan reported that this year’s scholarship reception was fabulous. Jodi Santino and Margaret Ramos were commended for doing such a great job. In comparison to other community colleges, our members do an outstanding job. We gave away over $120k, even outdoing the Ronald Reagan Foundation. Next year’s goal is $150k.

v. Special Events
1. Cal Cup Recap
Darlene Melby reported that she worked on Cal Cup this year. Despite many hurdles, revenues were up $25k. This event grows each year and all enjoy it. We should consider having more space next year. In terms of barriers, Darlene reported that the community believes that the college belongs to them (because we are state funded) so we end up giving away a lot of services. In the future, we really need to get the word out that this is a non-
profit event that is meant to raise scholarship money for students so we do need to charge.

2. **Antique Fair**
   Elad Goren reported on the progress of organizing an Antique Fair to be held in the MC Observatory Parking Lot on Saturday mornings. There are 230 spaces available and Elad has already gotten the support of the neighboring HOA. This will be a great source of revenue (possibly $30k/yr) just by renting out spaces in our parking lot. Elad is currently working on obtaining the permits from the City. If all goes well, it should be up and running by mid-July.

II. **CONSENT AGENDA**

   a. **Approval of March 7, 2012 MCF Quarterly Minutes**
      The approval of the March 7th minutes has been postponed until our next meeting.

III. **ACTION**

   a. **Conflict of Interest Statement – DRAFT Approval**
      The handout distributed today will be up for discussion and review at the next meeting. Each board member will be asked to confirm their understanding by signing a copy of the document annually.

   b. **Elections**
      Dr. Pam Eddinger expressed a desire to get the process started on putting together an election committee, gathering ballots, etc. Both Sylvia Sullivan and Tim Weaver volunteered.

IV. **OTHER BUSINESS**

   a. **EATM’s Animal Encounter - Under the Stars**
      The Foundation has received a request from EATM to host a special fundraising event this coming October. Students want to work with the Foundation to honor the new building and are on board with fundraising. A memo was distributed by Darren Minier to board members regarding this event. Please see the handout. This will be an item on the agenda for discussion at our next meeting.

Meeting adjourned at 8:55 a.m.

The next MCF Quarterly Board Meeting is September 12, 2012