

**Moorpark College Foundation
Monthly Board Meeting
7:30 a.m.- 8:22 a.m., July 7, 2021
Via Zoom**

MINUTES

MCF Board of Directors Present:

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Paul Aguilar | <input checked="" type="checkbox"/> Jill Haney (C) | <input checked="" type="checkbox"/> Tom Harris | <input checked="" type="checkbox"/> Michael Hoffman |
| <input type="checkbox"/> Jason Peplinski | <input type="checkbox"/> David Pollock | <input checked="" type="checkbox"/> Samantha Sale | <input checked="" type="checkbox"/> Kathryn Stiles(S) |
| <input checked="" type="checkbox"/> Tim Weaver (VC) | <input checked="" type="checkbox"/> Anita Venkataraman | <input checked="" type="checkbox"/> Eckhard Walter | <input checked="" type="checkbox"/> Julius Sokenu (CFO) |
| <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 type="checkbox"/> Maria Perez-Mederios | |

MCF Honorary Board Members Present:

- Sylvia Sullivan

Guests: None

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

The meeting was called to order by Chair Jill Haney, a quorum was not yet present.

III. Chair Report

Jill Haney delivered the chair report.

A. Annual Report

Haney provided an update to the close of the Annual Campaign, including outstanding pledges and a comparison to previous years' fundraising efforts that included event proceeds. An update on Grant applications and pending grants also was provided.

A quorum was reached at 7:35 a.m.

B. GuideStar Update (demographics poll)

Haney reported that the Foundation currently has a Silver GuideStar nonprofit rating and staff is working through the levels to upgrade to Platinum. To reach the Gold Level, board demographics are required to be reported. John Loprieno will send out a poll for Board members to complete. Staff will continue to provide **documentation toward the Platinum Level as well.**

C. Conflict of Interest Form

D. 2021 Commitment letters

Haney noted that all Board members were sent a copy of the annual Conflict of Interest Statement and the 2021 Commitment Letter. She requested all members complete the forms and return them to the Foundation Coordinator.

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I. APPROVAL OF AGENDA

Haney presented the Agenda to the board for review.

Tim Weaver moved to approve the Agenda as presented. Mike Hoffman seconded the motion, and the Agenda was unanimously approved with an 10-0 vote.

II. APPROVAL OF MINUTES

A. Approve the June 2, 2021 Minutes

Haney presented the Minutes to the board for review.

Mike Hoffman moved to approve the minutes of the June 2, 2021 Board meeting as presented. Tim Weaver seconded the motion.

Board members noted who had attended the meeting and filled a missing Second motion on the approval of minutes Agenda Item.

Mike Hoffman amended his motion to approve the Minutes of the June 2, 2021 Board meeting with the additions and corrections mentioned. The motion was seconded by Samantha Sale and passed unanimously with a 10-0 vote.

IV. COLLEGE PRESIDENT'S REPORT

Julius Sokenu delivered the report on the following items

- The campus is in return-to-campus mode with staff and faculty returning to their offices. All faculty, staff and support positions will return by Aug. 2.
- Activities, athletics, and performances are returning as well.
- Summer School is in full swing and preparations for Fall are under way.
- Fall online classes are filling well. On-ground classes more slowly. Administration is driving students to enroll on-ground for the fall, but classes will be offered online, hybrid and on ground.
- Anyone taking six units or more may be eligible for \$1,000 in support – anyone impacted by death or unemployment in the family. We encourage them to meet with counselors and ask about the benefit
- The college is hosting vaccination clinics at the EATM site that will be open to students and the public.
- On-ground and online orientation will take place Aug. 9-11
- Enrollment us down which could affect funding for the next three years.
- There will be a Concert for the Cats July 10 to benefit the Cat enclosure. The concert will feature 5 for Fighting lead singer John Ondrasik as the headliner with MC music students as the opening acts. The goal is to raise \$25,000 for the enclosure.
- Sokenu attended the Cal Cup Field Hockey Federation meeting with Tom Harris. The MC Field Hockey Pitch is named for Harris' brother and was built with Harris as the engineer.
- Sokenu will be meeting individually with Board members in the next month. Linda Resendiz will be sending an email to set up appointments.

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Amanuel Gebru reported on the following:

- Support Services are preparing for the return of students and will provide Support for students on-ground, including Counseling, Financial Aid, Records.
- Community outreach is taking place at the high schools
- Staff is finalizing the flex week professional development and an agenda will be coming soon
- Convocation for all faculty and staff will take place 8:30 to noon on Aug. 13.

Board member Anita Venkataraman offered to speak to the parents of dual enrollment students about her experiences with the program during outreach sessions.

V. BOARD DEVELOPMENT COMMITTEE – No report

VI. ALUMNI COMMITTEE

John Loprieno reported the following to the Board

- There is a prospect for the MCAA office assistant position to aid with alumni stories and other duties moving forward.
- The committee will be reviewing options for a logo at today's meeting.
- The MCAA will be partnering with the zoo on the Concert for the Cats to promote the association. This will include an alumni discount.
- Loprieno invited more Board members to attend the 4 p.m. last Wednesday of the month meetings.

VII. BUDGET & INVESTMENT COMMITTEE

A. Monthly Financials

Jennifer Clark presented the Report

- The Profit and Loss statement showed few changes this month
- A deficit was noted
- The Balance sheet was presented
- Staff is working to close out the books for Fiscal Year 2021, which ended June 30. June statements are pending.

Kathryn Stiles moved to approve the monthly financial statement as presented. The motion was seconded by Mike Hoffman and passed with a unanimous, 10-0, vote.

B. Movement of Lapsed Funds to General Scholarship Account

This item was tabled until the Budget and Investment Committee can further review the funds and present recommendations to the Executive Committee.

C. Investment Policy Update

Tim Weaver delivered the report to the Board and explained the Tax-Free Municipal Funds. The entire portfolio will be presented at the next meeting.

Mike Hoffman moved to approve the Investment Policy as presented. The motion was seconded by Samantha Sale and passed with a unanimous, 10-0, vote.

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D. Ratification of Gift Policy

Board members reviewed the Gift Policy document.

Samantha Sale moved to ratify the Executive Committee's approval of the Gift Acceptance Policy. Tom Harris seconded the motion, which passed unanimously with a 10-0 vote.

E. Fund Establishment Form - endowments

Jennifer Clark noted that the form was created to differentiate between scholarship and program endowments.

Mike Hoffman raised the question was raised about establishing a General Operating Endowment, noting that some grants can be for this purpose.

Samantha Sale moved to approve the use of the Fund Establishment Form – Endowments as presented. Mike Hoffman seconded the motion, and the motion was approved with a unanimous, 10-0 vote

VIII. MARKETING COMMITTEE

Mike Hoffman reported on the following

- A Marketing plan is in the works and will be presented when completed.
- Production of an annual report for marketing purposes once the year-end numbers are received.
- Grant applications update

A. Job Ready Alumni Forums

John Loprieno reported the following

- A date and sponsor for the next Biotech Job-Ready Forum is still to be determined.
- The Computer Science Network Engineering Job-Ready Forum will be either Oct. 28 or Nov. 4 with Ed Garcia assisting with planning and panelists.

B. Mission Statement

Samantha Sale is working on a draft Mission Statement for the organization that will be reviewed by the committee and presented at an upcoming meeting.

IX. PENDING BUSINESS: None

X. NEW BUSINESS: None

XI. ADJOURNMENT

NEXT BOARD MEETING

Wednesday, Aug. 4, 2021

7:30 a.m. – Format TBD.