

Moorpark College Foundation
Bi-Monthly Board Meeting
8:00am, September 26, 2018
A-138, Moorpark College

MINUTES

MCF Board of Directors Present:

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Phil Adler | <input type="checkbox"/> Dana Apple | <input type="checkbox"/> Antonio Castro | <input checked="" type="checkbox"/> Charles Champion |
| <input checked="" type="checkbox"/> Scott Farrenkopf | <input checked="" type="checkbox"/> Jill Haney (C) | <input checked="" type="checkbox"/> Tom Harris | <input checked="" type="checkbox"/> Michael Hoffman |
| <input checked="" type="checkbox"/> Bill Klepper | <input checked="" type="checkbox"/> Wendy Mayea | <input checked="" type="checkbox"/> David Pollock | <input checked="" type="checkbox"/> Luis Sanchez |
| <input type="checkbox"/> Sylvia Sullivan (VC) | <input type="checkbox"/> Randy Sundeen | <input checked="" type="checkbox"/> Tim Weaver | |

Staff Members (Ex-Officio) Present:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Silvia Barajas (T) | <input checked="" type="checkbox"/> Amanuel Gebru | <input checked="" type="checkbox"/> James Schuelke | <input type="checkbox"/> Julius Sokenu |
| <input checked="" type="checkbox"/> Tracy Stewart (FC) | | | |

Guests: Brandon & Leslie Douglas, Krishnan & Bhuvana Gopal

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

I. Meeting called to order by Chair Jill Haney at 8:03am.

II. CAMPUS SPOTLIGHT

President Sanchez introduced Mr. and Mrs. Gopal, and shared about their late son, Rohith Gopal, a former student of Moorpark College. The Rohith Gopal Memorial Scholarship for Instrumental Music was established in 2015. Brandon Douglas, a music student who is the most recent recipient of this memorial scholarship, played the trumpet and performed a small piece. Afterwards, Krishnan Gopal spoke about his son, the love he had for music, the impact Moorpark College had on his life, and why it was so important for them that his legacy live on through the scholarship fund. Bhuvana Gopal shared that her son's love for music lives on through his recorded works that have since been published upon his passing.

III. APPROVAL OF MINUTES

August 1, 2018 minutes were approved as written.

IV. FINANCIAL REPORT

Treasurer Silvia Barajas reported that a special meeting of the Board will be needed in October to approve the fiscal audit prior to submission to the District Board of Trustees. The auditor who conducted the audit will report his findings at that meeting.

V. CHAIR REPORT

Chair Jill Haney reported that she and President Sanchez have an upcoming meeting with Adventist Health, as they are looking to partner more with Moorpark College.

Haney also mentioned that the Golf Tournament is being held on Monday, January 14, 2019 at the Moorpark Country Club. Bill Klepper, Golf Chair, shared that he is seeing a growing challenge when it comes to attendance at golf tournaments, stressing that the Board's help is imperative for this to be a successful event. We need 65 players to break-even and allow for a shot-gun start. New flyers will be created once the start time is confirmed.

VI. COLLEGE PRESIDENT'S REPORT

President Sanchez reported that the college's enrollment is at approximately 14,500 students for Fall semester; this number slightly below last year's fall figure.

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Sanchez shared that Dr. Kelli Hayes, Superintendent for Moorpark Unified School District, is interested in joining the Foundation Board. He is awaiting her bio to forward to the Executive Committee for vetting. President Sanchez also mentioned a desire to have a representative from the Conejo Unified School District join the Board, as it is the only K-12 district in the college's feeder area that is not represented on the Board.

VII. DIRECTOR OF ADVANCEMENT REPORT

James Schuelke, Director of Advancement, reported that he is waiting to hear back from Geoff Green regarding Retreat notes. Once received, we can formulate next steps. It was suggested that sometime during another Board meeting, we review Geoff Green's feedback together and assign committee members.

Schuelke also shared that social media accounts are in place for the College. These accounts will be used to profile college stories. Schuelke asked that the Board follow @Moorpark College across all platforms and stated that he is looking specifically for alumni stories.

VIII. FOUNDATION COORDINATOR'S REPORT

Foundation Coordinator Tracy Stewart reported on the following:

A. Foundation Website

Tracy reported she is in the process of updating the Foundation's website. She asked the Board for any recommendations or additions they would like to see added to the page.

B. Community Yard Sale

Stewart shared that the Community Yard Sale & Artisan Fair is scheduled for Saturday, October 27th from 8am to 1pm. Advertising has begun through Facebook local group postings, the local Happenings magazine, and flyers. At present time we have 14 confirmed vendors. Stewart said that she will confirm food trucks this week, including a produce vendor.

C. President's Breakfast

Stewart reported that the President's Breakfasts are going to resume this year. The Foundation will partner with the Pacific Coast Business Times to help market and promote these events, which will be held quarterly throughout the year. It was suggested we reach out to the local Chambers and possibly the Advisory Council members for additional support on this project.

D. Performing Arts VIP Nights

Stewart shared that we will be hosting a VIP night for the PAC's Holiday Program on Friday, December 14th.

E. Writer's Festival

Stewart shared a promotional hand-out that was created by Professor Sandra Hunter for the upcoming Writer's Festival. This event will take place on Friday, April 26, 2019. The Foundation is partnering with the English department on this event.

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IX. REVISION OF BYLAWS

President Sanchez shared that an amendment to the Bylaws is needed to add James Schuelke, Director of Advancement as an Ex Officio member to the Board. Scott Farrenkopf motioned to amend the Bylaws adding James Schuelke as an Ex Officio member of the Board, Chuck Champion seconded. Motion carried.

Jill Haney then recommended an additional amendment to the Bylaws, under the Executive Committee, section to add the Past Chair to the Executive Committee. After some discussion it was agreed to adopt this amendment, as most Boards follow this guideline. Tim Weaver motioned to amend the Bylaws adding the Past Chair to the Executive Committee, David Pollock seconded. Motion carried.

X. PENDING BUSINESS

No pending business.

XI. NEW BUSINESS

A fiscal review and audit presentation will need to be held in October, prior to submission of the Foundation's financial records being submitted to the District Board of Trustees. Therefore a special meeting of the Board will be called on Wednesday, October 17th from 8am to 9:30am (this is a tentative date, awaiting confirmation from the auditor)*.

XII. Adjourn at 8:54am

****NEXT SPECIAL BOARD MEETING:** Wednesday, October 17, 2018, 8-9:30am, A-138

NEXT SCHEDULED BOARD MEETING: Wednesday, December 5, 2018, 8-9:30am, A-138