

**MOORPARK COLLEGE FOUNDATION
EXECUTIVE BOARD MEETING
Wednesday, March 1, 2023**

**Executive Committee Meeting
8:30 am- 9:00am
Zoom Meeting**

MCF Executive Committee Present:

Jill Haney (C) Mike Hoffman Samantha Sale Eckhard Walter
 Kathryn Stiles Tim Weaver (VC) Jennifer Clark (T)

Staff Members (Ex-Officio) Present:

Debi Klein Julius Sokenu Amanuel Gebru
 John Forbes Angela Yttri Tianna Tapia (FC)

C=Chair, VC=Vice Chair, S=Secretary, T=Treasurer, FC=Foundation Coordinator

The meeting began at 8:35 am. A quorum was present.

I. Approval of Agenda

Kathryn Stiles moved to approve the agenda, Jennifer Clark 2nd the motion. Motion was approved with unanimous vote.

II. Approval of Minutes

A. Approve the Jan 4, 2023 Meeting Minutes (vote)

Eckhard Walter moved to approve the minutes as presented, Jill Haney 2nd the motion. Motion approved with 6-0 vote.

III. Chair Report

- Thanked Debi and Jennifer for continuing to work on financials, scholarship program and deeper dives into current endowment to help foundation with continued success.

IV. College President's Report

John Forbes:

- The District Board of Trustees, chancellor, district senior leadership, college presidents and vice presidents, met in February to continue developing the VCCCD vision re: how we all work together, "Districtness." Collectively we want to help improve enrollments and enrollment management.
- Bachelor's degree for biotech moving forward. Looking at fall 2024 start.
- Just received accreditation for cyber security. We have applied for a baccalaureate and will keep the foundation board posted on our efforts. This program will have more remote options.
- Virtual community forum on March 14th from 2:30 pm – 3:30 pm. Accreditors are hosting to help answer processing questions and what Moorpark means to you and the community.
- Women's history month and career week are coming up. 51 businesses will be there.
- Enrollments are up 10% ytd.

V. Development Report

A. Monthly Donor Report

- Two events foundation is supporting that need approval.

- Flory Academy Gala on May 5th.
- Conejo Chamber of Commerce Gala on May 19th - we are honoring Jill Haney.
- Both will take place at the zoo. They help generate unrestricted revenue for Foundation and bring numerous people to campus to see beauty and capacity of campus.
- March 11th is rescheduled VIPeeks event.
- March 16th Opening night reception for the Tempest in Admin lobby. Raises money for alumni program, in partnership with foundation.
- May 26 – 29: Annual Cal Cup Tournament. The Foundation is hosting a beer and wine garden. This will generate much needed unrestricted funds. Hoping to generate 100k. Will need volunteers to help host and serve.
- January donations total close to \$24,000. Most robust January than we've had in a long time. February donations are \$15,347.
- Reaching out to donors who haven't made a gift in the last year. Going to send out another President Circle appeal. Tianna is working on a smaller bifold for brochure.
- Vanessa had mentioned funding a donor dinner. This will be an opportunity for board members to invite prospective donors and talk about current and future efforts.
- Bylaws are at final review and will be presented at the June board meeting.
- Hosting a scholarship breakfast reception Saturday May 18th at 10 am. Foundation board members are encouraged to attend and to acknowledge recipients.

VI. **Strategic Planning**

No updates.

VII. **Board Development Committee**

No updates.

VIII. **Alumni Committee**

- Tempest event on March 16th.
- Angela and student worker have been uploading alumni information, so they are receiving the same info as the donors.
- Some alumni have started to donate and are working for companies that match employee donations.
- Commencement is Friday, May 19th at 10 am. Will have VIP reception at 8:30 a.m. in the Fieldhouse. Foundation board is invited.

IX. **Budget & Investment Committee**

B. Financial statements

Jennifer:

- Event expenses: the zoo has invested in an exciting event. As tickets and sponsorships are sold, revenue will outweigh costs. We anticipate a profitable event.
- Unrestricted and restricted coming in nicely. Having another spring appeal to generate additional unrestricted will help.
- Assessing 4% administration re: past zoo donations have been approved. Will be unrestricted.
- Setting up an additional checking account at Montecito bank for zoo related activities.

Eckard:

- Cash flow positive for January, which we like to see. Positive flow includes all donations.
- Edward Jones is moving with market.

X. **Marketing Committee**

Mike:

- Simi Valley Street Fair May 6 – great volunteer opportunity for board members.
- Will talk with Tianna about setting up job ready forum. Focus on EATM.

XI. **Pending Business**

Jill:

- No pending.
- She is hearing about the college more and more in the community and it is all positive. People are realizing what a gem in the community Moorpark College is.

XII. **New Business**

No new business

XIII. **Adjourn**

Meeting adjourned 9:18 am

NEXT EXECUTIVE BOARD MEETING:

Wednesday, May 3, 2023

8:30 a.m. – Zoom Meeting