

Moorpark College Foundation
Bi-Monthly Board Meeting & Annual Retreat
9:00 am, February 4, 2017
Campus Center Conference Room, Moorpark College

MINUTES

MCF Board of Directors Present:

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> Elad Goren | <input type="checkbox"/> David Pollock | <input type="checkbox"/> Roberta Isaeff | <input checked="" type="checkbox"/> Steve Binder |
| <input checked="" type="checkbox"/> Tom Harris | <input checked="" type="checkbox"/> Sylvia Sullivan (MAL) | <input checked="" type="checkbox"/> Luis P. Sanchez | <input checked="" type="checkbox"/> Darlene Melby |
| <input checked="" type="checkbox"/> Dana Apple (Chair) | <input type="checkbox"/> Dorina Timbol | <input checked="" type="checkbox"/> Jill Haney | <input type="checkbox"/> Scott Wilk, Jr. |
| <input checked="" type="checkbox"/> Michael Hoffman | <input checked="" type="checkbox"/> Phil Adler | <input type="checkbox"/> Doug Conant | <input type="checkbox"/> Tim Gray |
| <input checked="" type="checkbox"/> Scott Farrenkopf | <input checked="" type="checkbox"/> Wendy Mayea | | |

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

Staff Members (Ex-Officio) Present:

- | | | | |
|--|---|---|---|
| <input checked="" type="checkbox"/> Silvia Barajas | <input checked="" type="checkbox"/> Julius Sokenu | <input checked="" type="checkbox"/> Tracy Stewart | <input checked="" type="checkbox"/> William Klepper |
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I. Meeting called to order by Chair Dana Apple at 9:08 am

II. MINUTES

Minutes were approved as corrected.

III. COLLEGE PRESIDENT'S REPORT

President Sanchez reported the District is currently looking for a new Chancellor. Also, the 2017 Tentative Budget was recently announced by Governor Brown. Plans are currently underway to reorganize the Executive Vice President's into two Vice President's positions; 1) Instructional, and 2) Student Services. Hope to have this in effective July 1, 2017.

Campus renovation plans are underway. Gymnasium will take place in two phases. The first is the development phase, with trailers being brought in the later part of summer, followed by ground breaking in August 2018. Renovation of the Campus Center is also anticipated to begin in 2018. President Sanchez hopes to launch a capital campaign this year to expand America's Teaching Zoo.

Lastly, President Sanchez discussed student success and equity, and how he is working on finding ways to improve both.

IV. EXECUTIVE VICE PRESIDENT'S REPORT

EVP Sokenu arranged for two students from EATM to come and share their experiences in the EATM program.

EVP Sokenu reported that student enrollment is up by almost 300 students compared to last year, along with growth in units and services. He discussed Veterans Services, International Students, and the Nursing program. He shared there is a strong need to encourage online classes to reach those who cannot make it to campus.

EVP Sokenu also reported that his department is working hard at capturing CTE students. Lastly, he mentioned the need for a marketing person to promote our programs.

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V. VICE PRESIDENT OF BUSINESS SERVICES

VP Barajas commended EVP Sokenu for the enrollment numbers. She noted that Facilities has been working hard around campus; adding a tech room, a computer lab in accounting, and a new HVAC system during winter break. She also reported that Darlene and staff are working hard, and that they are on target with the budget. IT staff are in the process of updating the computer software. Lastly, VP Barajas discussed campus safety. She shared there is a lock down system in place, along with monthly training that has been taking place with the Emergency Response team, and that the campus will be welcoming Lieutenant Burt Gutierrez.

VI. FINANCIAL

Treasurer Darlene Melby presented the Operational Budget from July 2016 to December 2016, along with the Foundation's Current Balance Sheet, Check Detail report, and the financials for the Golf and Bowling Tournaments and El Bracero. She also mentioned the investment account "held its own" during the month of December. Jill Haney moved to accept the financial report as presented, Steve Binder seconded the motion. Motion carried unanimously.

VII. FOUNDATION REPORT

Executive Assistant Tracy Stewart reported that an email went out in January to approximately 650 Alumni asking to for their complete contact information, for future needs. She has received about 200 responses to date.

A. 50th Anniversary

Tracy reported that the planning is moving along nicely. She shared the monthly meetings are the fourth Friday of each month. There was discussion regarding cost of dinner. Tracy will be looking into those costs.

B. Hair VIP Night

Tracy reported that all the plans and preparation for the VIP event being held on Thursday, March 2nd are underway. Reminder that President Circle members are invited to attend free of charge, as a benefit to being a member.

C. Writer's Festival

Tracy mentioned that plans are proceeding nicely for the Writer's Festival, which the Foundation is co-hosting with the English Department. This will be a one day event, where poets and fiction writers and aspiring writers learn and collaborate. Event to be held on Friday, April 21st at EATM.

VIII. BYLAW REVISIONS

Executive Assistant Tracy Stewart presented the final draft version of the Bylaws, dated November 18, 2016. She gave a brief overview of the major/pertinent changes that the committee recommended be modified. Some of those items included; Nominating of Elected Board Directors, Treasurer description, Nomination of Officers, Nominating, and Notice of Meetings. Scott Farrenkopf moved to accept the Bylaws in Draft form, Dana Apple seconded the motion. Motion carried unanimously. The Bylaws will now be reviewed by an attorney, before being finalized.

IX. BOARD RETREAT FOLLOWED

See attached notes.

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X. Introduction of Proposed New Board Member

William Klepper, First Vice President, Regional Director at RNC Center Capital Management introduced himself, and shared his background and interest in being on the Foundation Board upon opening of the meeting. Mr. Klepper was excused from the room, and a vote was taken on his election to the Board. Scott Farrenkopf moved to accept Mr. Klepper to the Foundation Board of Directors, Jill Haney seconded the motion. Motion carried unanimously. Mr. Klepper has graciously agreed to chair the Annual Foundation Golf Tournament to be held on Monday, June 19th at Moorpark Country Club.

XI. Adjourn at 2:23pm

NEXT SCHEDULED BOARD MEETING: Wednesday, April 5, 2017, 8-9:30am, A-138