

Moorpark College Foundation  
Quarterly Board Meeting  
8:00 am, Wednesday, December 2, 2015  
President's Conference Room, Moorpark College  
**AGENDA**

**MCF Board of Directors Present:**

<input checked="" type="checkbox"/> Howard Davis (C/VC)	<input type="checkbox"/> David Pollock	<input checked="" type="checkbox"/> Nickie Bonner
<input checked="" type="checkbox"/> Elad Goren	<input checked="" type="checkbox"/> Tom Harris	<input checked="" type="checkbox"/> David Mirisch (ED)
<input type="checkbox"/> Roberta Isaëff	<input checked="" type="checkbox"/> Silvia Sullivan (MAL)	

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

**Staff Members (Ex-Officio) Present:**

<input checked="" type="checkbox"/> Luis P. Sanchez	<input checked="" type="checkbox"/> Silvia Barajas	<input checked="" type="checkbox"/> Linda Sanders	<input checked="" type="checkbox"/> Taylor Bradley
<input type="checkbox"/> Maria Medeiros	<input type="checkbox"/> Marsha Klipp	<input checked="" type="checkbox"/> Darlene Melby	<input checked="" type="checkbox"/> Lori Bennett

**Meeting began at 8:05 am**

**1. REPORTS**

**A. Chair/Executive Committee Report** (Howard Davis, Chair)

**i. Welcome Foundation Board member Nicolette (Nickie) Bonner**

Chair Davis introduces Nicki Bonner to the Board. Ms. Bonner discusses her background. Introductions made around the room.

**B. CEO/ Report** (President Sanchez)

**i. Update on College News**

President Sanchez announces that the college is in a financially good period; however enrollment is flattening and the spring semester numbers are running a little low compared to last year. The college is intensifying outreach to high school students. Moorpark College was ranked fourth in the nation by the Huffington Post, and will be receiving the prestigious Bellwether Award. The semester is winding down. The college is steeped in accreditation, student equity, increased state funding.

**C. Financial Report** (Darlene Melby)

Ms. Melby directs the board members to the attached Operational Budget and explains the expenses. The EATM fundraiser went very well. The Foundation took on the role of bringing in 2 food trucks on campus which is bringing in \$600 per truck each month. Board Member Elad Goren plans to offer retirement/financial planning classes in the spring, \$49 per enrollee will go to the Foundation. The Harvest Festival organizers may be moving event to a different venue. The Festival did not do well this year and lost money. Ventura County Blues Society will also be moving to a new venue, this event was downsized from previous years. Most of the expenses are for the President's gala in February, the EATM event, operating costs and office supplies. Cost for Executive Director Mirisch upcoming events have not been recorded yet. Ms. Melby directs members to the attached check detail report and explains the report reflects checks issued between July 2015 and November 2015. Ms. Melby mentions the investment portfolio is down 1%.

**D. Committee Reports**

Currently there are no reports. This item will be left on the agenda for new activities/committees.

**E. Executive Director Report** (David Mirisch)

Executive Director Mirisch reports that this has been a learning process as he has never worked in education, but his background has been beneficial to this position. Mr. Mirisch refers to attachment regarding his activities and accomplishments since the last meeting. He

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has been meeting with President Sanchez every week to review activities. The foundation has taken over the task of re-opening the food service area. In this regard, a meeting with Marriott/Sodexo has been scheduled. Ms. Melby mentions that most of the equipment in the cafeteria are old; the walk-in coolers don't work. Mr. Mirisch met with an Easton Baseball Bats executive and reports that this may be the first naming opportunity on campus. The Bowling for Bucks event still needs 7 more sponsored teams. Seventeen lanes have been sold so far. The event is scheduled for Saturday, Dec. 12<sup>th</sup>. He expressed concern that the college does not have an alumni association and is working to create one. He would like to keep alumni informed of events on campus. Mr. Mirisch is reaching out across campus for help in building the list. He has contacted Foundation directors at other colleges. He reports that Cabrillo College has 22 people on their Board of Directors, he refers to attachment. He feels that board members should be not staff people, and would like to increase the number of people on the MC Board of Directors. He would like Board Members to send him names of people who might join the board. He is hoping that applications will be approved by February 6<sup>th</sup>. Mr. Mirisch has tentatively scheduled the President's Gala for February 2016; this will be the 49<sup>th</sup> anniversary event in preparation for next year's 50<sup>th</sup> anniversary celebration. Board expressed concern that there may not be enough time to publicize an event for February. Board decided not to proceed with February gala but begin next year with a 50<sup>th</sup> anniversary kick off gala, allowing a year to publicize the event. President Sanchez would like to begin an annual gala event. Suggestions for the gala: create a "Hall of Fame" or honor someone at the gala, possibly the Mayor of Moorpark. Gala would take place in late May or June. Further suggestions will be discussed at retreat.

**2. APPROVAL OF SEPTEMBER, 2015 MCF BIMONTHLY MINUTES**

September 2015 minutes are approved with unanimous consent.

**3. NEW BUSINESS**

Member-at-Large Sullivan suggests different events to be listed for alumni. Taylor Bradley will work with Ms. Sullivan on events flyer. Executive Director David Mirisch would like to meet monthly or bi-monthly with the Board while he is still learning. President Sanchez mentions that the by-laws would need to be changed if the meeting dates change. The next Board meeting will be a retreat on February 6<sup>th</sup> at McCrea Ranch. A tentative schedule plan will be voted on at the retreat. Board members request a formal notice for the retreat.

**4. ADJOURNMENT**

Meeting ended at 9:05 a.m.

**Attachments:**

*MCF Quarterly Financial Report*

*MCF Operational Budget*

*MCF Check Detail*

*Executive Director Mirisch Activities Update*

*MCF Fundraising Events*

*Cabrillo College Executive Message*

*Minutes of September, 2015 MCF Bimonthly Meeting*

**NEXT SCHEDULED MEETING: February 6, 2016**