

**Moorpark College Foundation
Monthly Board Meeting
7:30 a.m. - 8:04 a.m., Aug. 4, 2021
Via Zoom**

MINUTES

MCF Board of Directors Present:

<input checked="" type="checkbox"/> Paul Aguilar	<input checked="" type="checkbox"/> Jill Haney (C)	<input checked="" type="checkbox"/> Tom Harris	<input checked="" type="checkbox"/> Michael Hoffman
<input checked="" 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 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 present.

I. APPROVAL OF AGENDA

Haney presented the Agenda to the board for review.

Mike Hoffman moved to approve the Agenda as presented. Tim Weaver seconded the motion, and the Agenda was unanimously approved with a 7-0 vote.

II. APPROVAL OF MINUTES

A. Approve the Aug. 4, 2021 Minutes

Haney presented the Minutes to the board for review.

Tim Weaver moved to approve the minutes of the Aug. 4, 2021 Board meeting as presented. Mike Hoffman seconded the motion.

Julius Sokenu noted he was present at the meeting and that the last bulleted item should indicate Linda Resendiz would send an email to board members.

Tim Weaver amended his motion to approve the Minutes of the Aug. 4 2021 Board meeting with the corrections mentioned. The motion was seconded by Mike Hoffman and passed unanimously with a 7-0 vote.

Anita Venkataraman joined the meeting at 7:35 a.m.

III. Chair Report

Jill Haney delivered the chair report.

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A. Annual Campaign Progress Report

Haney provided the final numbers for the FY21 campaign, noting that the Board raised \$140,767 in additional funds for the Foundation, which was 70% of goal. She noted the goal for FY22 is \$240,000, and she will be putting together two teams this year. She is looking for one more team leader.

Haney reported she and Julius Sokenu attended a check presentation for the Simi Valley Rotary Foundation and received a \$25,000 to kick off the FY22 Campaign.

Kathryn Stiles joined the meeting at 7:37 a.m.

B. Annual Form Reminder

Haney reminded Board members to turn in their annual Conflict of Interest and Commitment forms.

C. Meeting Arrangements (poll)

Haney reported the results of the poll for Board meeting arrangements indicated the Board will conduct further meetings in a hybrid format. Parking passes will need to be arranged for Board Members who wish to attend in person.

Haney also noted the success of the MC Theater production of the "The 25th Annual Putnam County Spelling Bee"

IV. COLLEGE PRESIDENT'S REPORT

Julius Sokenu delivered the report on the following items

- Staff and faculty are back in the offices and activity is increasing on campus.
- Moorpark College is committed to a safe return for students, faculty and staff and all will be required to wear masks while indoors on the campus.
- Convocation will take place Aug. 13.
- Incentives are being offered to students who have been vaccinated and show their vaccinated status at the bookstore.
- Students impacted by Covid who are taking 6 units or more can receive \$1,000 in financial aid.
- Students who attended the last three semesters are being offered a \$805 incentive – 11,000 students qualify for this incentive.
- Unit enrollment is down 11.46% and head count is down 8.8%.
- MC was notified it received a \$250,000 grant over the next three years from the US Navy to create pathways to careers at Naval Base Ventura County.
- MC has been identified as one of nine organizations recommended for funding as part of a \$224,000 congressional grant through US Sen. Julia Brownley's office for an investment in work based learning through a partnership with the city of Moorpark.

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V. BOARD DEVELOPMENT COMMITTEE

Tim Weaver reminded Board members the Foundation is looking for additional members and asked for recommendations for committee review.

VI. ALUMNI COMMITTEE

Julius Sokenu and Jason Peplinski reported the following to the Board:

- Board members are invited to connect and join the MCAA committee.
- A logo has been finalized and will be presented at today's meeting.
- A Handshake demonstration is on the agenda to review student services software that may help alumni with career research and job placement in the future.
- Dean Maria Garcia has offered to be an advocate for the MCAA with the Dean's Council.

VII. BUDGET & INVESTMENT COMMITTEE

Tim Weaver reported on the following:

A. Monthly Financials

Foundation financials are undergoing audit and the numbers will not be available until the audit is completed. There were no significant changes to report.

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.

D. Movement of lapsed funds to general scholarship account

This item was tabled until the committee could consider further recommendations.

Rebalancing investments

Funds within the Foundations investments were adjusted to rebalance according the Foundations investment policy, which is outlined in the Bylaws. This was done two weeks ago.

E. Moving unrestricted funds

Unrestricted event funds from lapsed accounts have been moved into the general/operating (unrestricted) account as per the Foundation Bylaws.

VIII. MARKETING COMMITTEE

Mike Hoffman reported on the following

- Input is needed
- Production of an annual report for marketing purposes once the year-end numbers are received.
- Grant applications update

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C. Mission Statement

Samantha Sale drafted Mission and vision statements for the Foundation. The committee is discussing this further and will align the statements with the priorities of the college. Hoffman asked for comments and suggestions.

A. Communications Calendar

Alicia Hoffman reported the following

- Feedback is needed from the Board as to what types of communications and appeals they would like to implement for the Annual Campaign to assist with the creation of a communications calendar.
- Recommended an annual report be developed once the audit and the final financials are reported.
- Social media posts will include celebration of special days, sharing of college posts when appropriate, impact graphics using numbers from the annual report and audit, and more.
- Quarterly newsletters will be sent to the database constituents to be increased to bimonthly when possible.

Alicia will set up a meeting with Jill, John and Mike to discuss the approach for the campaign

Jennifer Clark Joined the meeting at 8:02 a.m.

B. Job Ready Alumni Forums

John Loprieno reported he is still working on finalizing dates for the next two forums – Biotech and Computer Science and Network Engineering.

Paul Aguilar will meet with John to connect on a biotech company to sponsor.

IX. PENDING BUSINESS: None

X. NEW BUSINESS:

Jill Haney will contact Board members with a list of current committees and ask them to identify which they would like to serve on. As well as request a second team leader for the annual campaign.

XI. ADJOURNMENT

NEXT BOARD MEETING

Wednesday, Aug. 4, 2021

7:30 a.m. – Format TBD.