

Moorpark College Foundation
Monthly Board Meeting Minutes
8:02 a.m. – 9:16 a.m., June 1, 2022
Via Zoom

MCF Board of Directors Present:

- | | | | |
|--|--|---|--|
| <input checked="" type="checkbox"/> Paul Aguilar | <input checked="" type="checkbox"/> Jennifer Clark (T) | <input type="checkbox"/> Jill Haney (C) | <input type="checkbox"/> Tom Harris |
| <input type="checkbox"/> Michael Hoffman | <input checked="" type="checkbox"/> John Loprieno | <input checked="" type="checkbox"/> Melissa Miller | <input type="checkbox"/> Jason Peplinski |
| <input checked="" type="checkbox"/> David Pollock | <input checked="" type="checkbox"/> Samantha Sale | <input checked="" type="checkbox"/> Kathryn Stiles(S) | <input checked="" type="checkbox"/> Anita Venkataraman |
| <input checked="" type="checkbox"/> Eckhard Walter | <input checked="" type="checkbox"/> Tim Weaver | <input type="checkbox"/> Hani Youssef | |

Staff Members (Ex-Officio) Present:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Julius Sokenu (CFO) | <input checked="" type="checkbox"/> Deborah Klein | <input checked="" 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

Recorder: Alicia Hoffman

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

The meeting was called to order by Vice-Chair Tim Weaver, a quorum was present.

I. APPROVAL OF AGENDA

Vice-Chair Weaver presented the agenda to the board.

Secretary Kathryn Stiles moved to approve the agenda as presented. Board member Samantha Sale seconded the motion. The agenda was approved with a unanimous, 9-0, vote.

II. APPROVAL OF MINUTES

Secretary Kathryn Stiles presented the minutes to the board for review.

Board member Eckhard Walter moved to approve the minutes of the May 4, 2022 Board meeting as presented. Board member Melissa Miller seconded the motion. The minutes were approved with a unanimous, 9-0, vote.

Secretary Kathryn Stiles joined the meeting at 8:03 a.m.

III. CHAIR REPORT

A. Introduction of new member Hani Youssef to the Board

Vice-chair Weaver announced that Hani Youssef will be joining the board. Youssef. Youssef was not present.

B. 2022 Campaign update

In other reports, Weaver expressed gratitude to the Board members who read names and those who attended the Scholarship Awards Reception on May 14

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IV. COLLEGE PRESIDENT’S REPORT

A. Campus Updates

College President Julius Sokenu reported on the following:

- Thanked Board members who read names and attended the Scholarship Awards Reception on May 14
- On May 20 2,030 graduates were recognized for their achievements
- This was the first time the Griffin Stadium was used for graduation and the turnout was stunning with the home side packed and the visitor side about a third full
- Cybersecurity Club came in 16th of 576 college and university teams, ranking the club in the top 2% of groups in the competition nationwide.
- Summer school has started with most classes online
- Sokenu presented at the Camarillo City Council reaffirming support for the college
- MC is a semifinalist in the Aspen Prize. More news will be available on June 7
- Welcomed John Loprieno back as Public Information Officer for the college

Vice President Mary Rees reported on the following:

- On May 15 the MC Observatory hosted a Lunar Eclipse event with about 300 people attending
- Casa Pacifica to establish a long-term relationship to support students with internships/grant

Vice-Chair Weaver recognized Vice President Mary Rees for her service to the Board and the college, noting that she will retire on June 30

V. DEVELOPMENT UPDATE

Chief Development Officer Debi Klein reported on the following:

A. Retreat update

Klein notified the board the retreat will take place from 8 a.m. to 1 p.m., Saturday, Aug. 6 with Ventura County Community Foundation’s Vanessa Bechtel leading the retreat. The event will be focused on supporting strategic planning efforts, envisioning the future, and fundraising.

B. WTM Grant Pre-Approval form

The Board was informed of the intent of America’s Teaching Zoo to apply for a grant to the William T. Morris Foundation to acquire funds for the aesthetic completion of the tiger enclosure. It was noted that the pre-approval will need the signatures of President Sokenu and Treasurer Jennifer Clark and Mary Rees Vice President of Academic Affairs.

In other updates, Klein reported the following

- Need for raising unrestricted funds
- Outlined annual appeals and fundraising strategies
- July 24 Day at the Theater event with food trucks and discounted show tickets
- Possible Alumni homecoming event in the fall
- Major gifts strategies to increase the number of gifts of \$10,000 or more
- Revamping the President’s Circle giving levels for unrestricted funds

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VII. STRATEGIC PLANNING COMMITTEE

Note: This report was delivered out of order with the agenda

Committee Chair Samantha Sale reported the committee is drafting a strategic plan that will be presented at the August Board Retreat. The elements of the plan have been shared via Google Sheets and the committee would like board members to take ownership of a category and

- Create clear documents outlining steps to achieve the goal
- Become the spokesperson for that part of the plan
- Provide updates to the Board as we move toward accomplishing the goal.
-

Categories include

- Marketing
- Scholarships
- Basic Needs
- Rising Scholars

VI. BOARD DEVELOPMENT COMMITTEE

Vice-Chair Weaver presented the report

A. Consideration of new board members Keller and Becerra

Weaver presented resumes and bios of Glen Becerra, executive officer, marketing at Metro, and Melia Keller, vice president of community relations and marketing at Logix Federal Credit Union. Weaver discussed the vetting process for each of the candidates

Board member Anita Venkataraman moved to approve Glen Becerra and Melia Keller as board members. The motion was seconded by Board member David Pollock and was approved on a unanimous, 9-0 vote.

Board member Venkataraman left the meeting at 8:35 a.m.

VII. ALUMNI COMMITTEE

Chief Development Officer Klein reported on the following events:

- July 24 Day at the Theater event featuring a double bill of “Blithe Spirit” and an alumni production of “Disenchanted. The committee plans to have food trucks between the 2 p.m. and 5 p.m. shows and a food court area for networking. There will be show discounts available for Alumni, staff/faculty, and Board.
- Represented at graduation with a booth to register Alumni and hand out yard signs
- Student worker Jordana Rataizer is working on calling Alumni and updating contact information that is missing.

VIII. BUDGET AND INVESTMENT COMMITTEE

A. Financial statements

Treasurer Jennifer Clark presented the report noting the budget is slightly behind on unrestricted funds for operational purposes. She presented the following documents to the board:

- April Profit and Loss Statement
- Balance Sheet
- Edward Jones Statement through the end of November

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B. Budgeting process

Committee Chair Eckhard Walter presented the Draft Budget for Fiscal Year 23 which begins July 1. He reported the committee met over the last couple of months. The primary focus was on administrative burdens. He noted costs were increased for some line items to reflect outreach and support costs that recently haven't been funded since these activities were dormant. The committee did not increase the revenue line item for these activities to show the true cost and be transparent about the planned deficit spending of \$37,000.

He stated revenues will need to be adjusted and the committee is fully aware funding may fall short and the Board may need to dip into reserves. He said careful consideration was made to determine that the deficit amount would not overextend the Board.

Line items increased include \$15,000 in additional expense line items:

- Events
- Meals for meetings with donor and board prospects
- Supplies to support appeals and events (postage, printing, etc.)

An additional \$20,000 was budgeted for payroll to make the Foundation Coordinator a full-time position for additional administrative support.

Treasurer Clark reiterated the committee has made an assessment of the cash situation over the last couple of years and there is room to absorb the \$37,000 deficit, rather than inflate the Unrestricted income line the committee chose to be realistic and show the deficit.

Treasurer Clark moved to approve the Fiscal Year 23 Budget as presented. The motion was seconded by Tim Weaver, and the motion was approved with a unanimous, 8-0 vote.

In other reports, Clark presented the board's umbrella insurance policy required by the district and noted the proposed extension includes general liability and acknowledgment of the Foundation's alcohol sponsorship at events.

Committee Chair Eckhard Walter move that the Board approve the umbrella policy extension. The motion was seconded by Tim Weaver, and the motion was approved with a unanimous, 8-0 vote.

MARKETING COMMITTEE

Chief Development Officer Klein noted the positive response from the spring Simi Valley Street Fair and informed the Board the Foundation has signed up for the Fall (Oct. 29) Street Fair as well.

She also noted marketing is being developed for the July 24 Day at the Theater Event and an updated President's Circle brochure. A Kinesiology Alumni Forum is in the works for the fall as well.

X. PENDING BUSINESS: None

XI. NEW BUSINESS: None

XII. Adjourn

NEXT BOARD MEETING
Wednesday, July 6, 2022
8:00 a.m. –Via Zoom