

Moorpark College Foundation
Monthly Board Meeting Minutes
8:03 a.m. – 9:06 a.m., July 6, 2022
Via Zoom

MCF Board of Directors Present:

<input type="checkbox"/> Paul Aguilar	<input type="checkbox"/> Glenn Becerra	<input type="checkbox"/> Jennifer Clark (T)	<input checked="" type="checkbox"/> Jill Haney (C)
<input checked="" type="checkbox"/> Tom Harris	<input checked="" type="checkbox"/> Michael Hoffman	<input checked="" type="checkbox"/> Melia Keller	<input checked="" type="checkbox"/> John Loprieno
<input checked="" type="checkbox"/> Melissa Miller	<input checked="" type="checkbox"/> David Pollock	<input checked="" type="checkbox"/> Samantha Sale	<input checked="" type="checkbox"/> Kathryn Stiles(S)
<input type="checkbox"/> Anita Venkataraman	<input type="checkbox"/> Eckhard Walter	<input checked="" type="checkbox"/> Tim Weaver (VC)	<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"/> John Forbes	<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 Chair Jill Haney, a quorum was present.

Chair Haney took a moment to welcome and introduce new board member Melia Keller and the new Vice President of Academic Affairs, John Forbes to the members.

I. APPROVAL OF AGENDA

Chair Haney presented the agenda to the board.

Board Member John Loprieno moved to approve the agenda as presented. Board member Mike Hoffman seconded the motion. The agenda was approved with a unanimous, 10-0, vote.

II. APPROVAL OF MINUTES

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

Board member Samantha Sale moved to approve the minutes of the June 1, 2022 Board meeting as presented. Vice-Chair Tim Weaver seconded the motion. The minutes were approved with a unanimous, 10-0, vote.

III. STRATEGIC PLANNING

Committee Chair Samantha Sale reported still needing volunteers to assist with designing, reviewing, and communicating specific goals in the strategic plan

Board members Melia Keller, Time Weaver, Kathryn Stiles, Mike Hoffman, and Jill Haney will be volunteering their assistance.

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IV. CHAIR REPORT

A. 2022 Campaign update

Chair Haney delivered the report to the Board noting the Campaign reached 52% of its goal this year in revenue, not including the pledges from Adventist Health for which tracking portions of the MOU are still being worked out.

B. Conflict of interest policy/Statement

C. Commitment Letter

Chair Haney reviewed the annual documents with the Board and asked members to sign and forward the statements to the Foundation Coordinator for the Foundation files.

She reminded the Board of the Aug. 8 Retreat and thanked Moorpark College President Julius Sokenu and Vice President of Academic Affairs John Forbes for speaking about the college and Foundation at the Simi Sunset Rotary Club meeting.

V. COLLEGE PRESIDENT'S REPORT

A. Campus Updates

College President Julius Sokenu and vice presidents Amanuel Gebru and John Forbes reported:

- Moorpark College is a Top 10 Finalist for the Aspen Prize and what that prize means
- Enrollment is down 13% and College is working toward gaining 6% back with fall enrollment
- Moorpark College is continuing to hire faculty, staff, and administrators, including a Full-time Basic Needs specialist
- The college is participating in a white paper about the guided pathways program's success
- Governor Newsom passed the state budget and the college has received a grant for a feasibility study for creating student housing.
- New Student Welcome will take place on the quad on Aug. 8
- 100 teachers have gone through online instruction in their downtime to prepare for the fall

Vice-Chair Tim Weaver left the meeting at 8:30 a.m.

VI DEVELOPMENT UPDATE

Chief Development Officer Debi Klein informed the Board of the following:

- Efforts to refresh the website
- Database cleanup that includes calling to get emails and addresses, to update donor profiles
- A new President's Circle brochure with a webpage and a donation page should be ready by the Aug. 8 retreat
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A. Summer Campaign

Klein talked about the Summer Campaign appeal that was distributed via email and USPS to 3,623 contacts and has brought in a few donations and serves as an outreach piece to the community.

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B. Retreat update

The Board retreat is scheduled from 8 a.m. to 1 p.m. on Aug. 8 and will start in Gymnasium Conference Room 103 with a continental breakfast. Moorpark College President Julius Sokenu will provide an overview for the Board and Vanessa Bechtel of the Ventura County Community Foundation will facilitate the strategic planning sessions. The day will end with a tour of campus highlights, including the Biotech lab, Art studios, and the Performing Arts Center.

C. Revised Scholarship Request amounts

Klein asked Foundation Coordinator to deliver this report. Foundation Coordinator Alicia Hoffman informed the Board that the scholarship allocations approved at the March 2, 2022 board meeting were reduced due to payroll deduction donations that had not been allocated to their designated fund until the end of the fiscal year. This reduced the allocation from the General Scholarship Budget from \$5,556.91 to \$5,206.91.

D. In-Kind Gift acceptance Policy (ratify EC Vote)

Klein asked Foundation Coordinator to deliver this report. Foundation Coordinator Alicia Hoffman informed the Board that during the Executive Committee meeting on June 28, the committees approved the acceptance of an equipment donation - a Flipper low-vision device for use by the ACCESS program. The committee voted on and approve the acceptance of the device.

The Foundation is aware that the College District will need to accept the donation at their Board of Trustees meeting and the proper paperwork has been filed to do so and is awaiting their decision.

Hoffman asked the Board to ratify the Executive Committee's decision.

Board Member David Pollock moved to ratify the Executive Committee's decision to accept the donation of a Flipper Low-Vision device for use by the Moorpark College Access Program. Board Member Mike Hoffman seconded the motion and the motion was unanimously approved with a 9-0 vote.

As part of her role as Moorpark College Director of Institutional Advancement, Klein reported on the following College activities as well

- Hosting the Conejo Chamber of Commerce Breakfast From 7:30 a.m. to 9:00 a.m. on Aug. 5 at the patio behind the library
- Organizing and mobilizing the Campus team for the American Heart Association's Oct. 6 Heart Walk
- Inviting residential neighbors via US Mail to attend events and activities on campus
- Sending informational letters in conjunction with east county school districts to graduating seniors outlining the Moorpark College enrollment and application process

VII. BOARD DEVELOPMENT COMMITTEE – No update

VIII. ALUMNI COMMITTEE

Chief Development Officer Klein delivered the reports to the Board.

A. July 24 Day at the Theater

A July 24 Day at the Theater food truck mixer event will take place between a 2 p.m. student production of Blithe Spirit and a 6 p.m. alumni production of "Disenchanted." A discounted ticket price is available for Alumni.

B. Fall Alumni Forums

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Christina Lee is assisting with the coordination of the fall's first forum on the kinesiology program. A date has not been set for this event. The plan for the next year will include two to three additional forums with a sponsorship program

In addition, Klein reported on the following events:

- Invited members to attend the 5 p.m. Moorpark College Alumni Association meeting tonight
- Development of a full MCAA event calendar
- Moorpark College has hired a provisional employee to work on Alumni events, activities, and meeting agendas

IX. BUDGET AND INVESTMENT COMMITTEE

A. Scholarship Interest

Chief Development Officer Klein asked Foundation Coordinator Hoffman to deliver the report. Hoffman reported that due to fluctuations in the investment market, there likely will be no interest to allocate to the scholarship endowments and the Board will need to decide how that should be handled.

B. Edison Grant Pre-Approval form

Chief Development Officer Klein asked Foundation Coordinator Hoffman to deliver the report. Hoffman presented the pre-approval form to the board, noting this is an annual grant that has been awarded for STEM scholarships for the past six years.

MARKETING COMMITTEE

Marketing Committee chair Mike Hoffman noted that the Foundation has registered for a booth at the Oct. 29 Simi Valley Steet Fair and volunteers would be needed. The booth will be manned by Foundation Board and staff, Moorpark College Alumni Association representatives, and college Outreach staff.

It was noted that the Foundation should register for the Oct 18 Thousand Oaks Street Fair as well.

X. PENDING BUSINESS: None

XI. NEW BUSINESS: None

XII. Adjourn

NEXT BOARD MEETING

Wednesday, Aug 3, 2022

8:00 a.m. –Via Zoom