

**MENDOCINO COLLEGE FOUNDATION, INC.  
MINUTES OF THE EXECUTIVE COMMITTEE MEETING  
APPROVED**

A regular meeting of the Mendocino College Foundation, Inc. Executive Committee convened on Thursday, December 8, 2016 at Mendocino College, 1000 Hensley Creek Road, Room 4134, Ukiah, California.

**GENERAL MATTERS**

**Call to Order**               The meeting was called to order by Committee Chair Myers at 11:10 a.m.

<b>Members Present</b>	Committee Chair	Charley Myers	Present
	Committee Members	Arturo Reyes	Present
		Richard Cooper	Absent
		Marilyn Harden	Absent
		Mark DeMeulenaere	Present
		Jerry Chaney (left 11:48)	Present

**Staff Present**               Katie Fairbairn, Executive Director  
Taylor Denham, Support Specialist

**College Staff Present**   None

**Public Comments**       None

**Approval of Agenda**    M/S/C (Chaney/DeMeulenaere) To approve the agenda as presented.

**Approval of Minutes**   M/S/C (Chaney/DeMeulenaere) To approve the minutes of the regular meeting of the Mendocino College Foundation, Inc. Executive Committee held on March 23, 2016 as presented.

**DISCUSSION/ACTION**

**Superintendent/  
President Report**

- Eileen Cichocki has a change in title to Assistant Superintendent/Vice President of Administrative Services.
- The college is currently working with student equity to do work with race and ethnicity and directly looking at numbers of student success and how the college staff can help students to be more successful.
- Housing for the football players continues to be an issue. The old Howard Hospital in Willits is under consideration for student housing, however the building needs to be brought up to current building codes and those improvements are costly.
- The college is looking at open source textbooks, so students have a free and more accessible option.
- Reyes is requesting that the Board of Trustees adopt a sanctuary resolution at the college to ensure the safety and protection of all members of the community, especially those vulnerable to immigration enforcement. He indicated it is our responsibility to create an environment where all of our students feel safe and secure. The district will follow the State and Federal laws pertaining to the sanctuary resolution.

**Foundation President  
Report**                   **Recommendation for new Board members.**  
A recommendation was made by Director Cooper to appoint Jamey Gill, Mendo Lake Credit Union Director of Marketing and Community Development to the Board of Directors.

**M/S/C (Chaney/DeMeulenaere) To recommend for approval to the Board of Directors the appointment of Jamey Gill to the Mendocino College Foundation, Inc. Board of Directors.**

A recommendation was made by Director Herman to appoint Todd McMahon, North Coast Resource Management co-owner to the Board of Directors.

**M/S/C (Chaney/DeMeulenaere) To recommend for approval to the Board of Directors the appointment of Todd McMahon to the Mendocino College Foundation, Inc. Board of Directors.**

**Recommendation for new affiliate – Friends of Mendocino College Gallery.** Paperwork has been submitted to form a new Foundation affiliate called Friends of Mendocino College Gallery.

**M/S/C (Chaney/DeMeulenaere) To recommend to the Board of Directors to approve the Friends of the Mendocino College Gallery (FMCG) affiliate.**

**2017 Executive Committee meetings.** Proposed meeting dates for 2017 were provided for information and review.

**M/S/C (Chaney/Reyes) To approve the proposed meeting dates for 2017.**

***Executive Director  
Report***

**Marketing update.**

- **Appeal letter.** An appeal letter was mailed in late November. We have received \$1,450 in donations to date.
- **Newsletter.** The fall newsletter was mailed in early November and highlighted the redesigned website.
- **Giving Tuesday fundraiser.** On Tuesday, November 29 the Foundation raised money for the Mendocino College Food Pantry during the national day of giving known as #GivingTuesday. We exceeded our \$1,000 goal with a total of \$3,009 in donations.
- **TI-84 calculators for North County campus.** The Foundation funded TI-84 calculators for the North County campus which were purchased at a discounted rate from the Mendocino College bookstore. Students who cannot afford to purchase one can check out the calculators to use in class.
- **2016 Holiday Trolley.** The Foundation and the college are co-sponsoring Ukiah's Holiday Trolley. Our trolley stop is at the Alex Thomas Plaza.
- **Emeritus event.** The annual emeritus event is scheduled for Wednesday, February 8.
- **Scoreboard – football/soccer field.** A proposal was submitted to Community First Credit Union to fund the purchase of a new scoreboard for the football/soccer field.
- **Rural Health Rocks fundraiser – April 29, 2017.** The event will be held at Cotton Auditorium in Fort Bragg featuring Michael McDonald.
- **News releases.** The most recent news releases were provided for information.
- **Mendocino College student holiday meal.** Students were provided a free holiday meal on Tuesday, December 6 which was hosted by the Associated Students and the College Management Group.
- **Adopt a Fifth Grader presentations.** Presentations have been provided to various service clubs in the area in an effort to raise awareness and generate sponsors.

**Coastal development.** Two fundraisers are planned for 2017. Development Director

Kvinsland recruited sponsors for five Adopt a Fifth Graders last year. This year to date she has recruited sponsors for 14 students.

**Professional development.** The Foundation staff participated in a Giving Tuesday webinar which provided the incentive to do a Giving Tuesday event. Fairbairn is always looking for other developmental tools for the Foundation staff.

**Holiday dinner.** The annual holiday dinner is on December 13 at Dora's Gourmet Café.

**College of the Redwoods scholarship funds.** Assistant Superintendent/Vice-President of Administrative Services Cichocki anticipates receiving the scholarship funds from College of the Redwoods in the next few weeks.

**Director Chaney left at 11:48.**

## **ADJOURNMENT**

Due to the lack of a quorum, the meeting of the Executive Committee of the Mendocino College Foundation, Inc. adjourned at 11:48 a.m.

Submitted by: Lana Eberhard, Program/Marketing Specialist  
Mendocino College Foundation, Inc.