

**MENDOCINO COLLEGE FOUNDATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
APPROVED**

A regular meeting of the Mendocino College Foundation, Inc. Board of Directors convened on Tuesday, August 8 at Mendocino College Coast Center, Room 112, 1211 Del Mar Drive, Fort Bragg, California.

GENERAL MATTERS

Call to Order The meeting was called to order by Foundation President Myers at 12:05 p.m.

Members Present	Charley Myers, President	Present	Mark DeMeulenaere	Present
	Marilyn Harden, Vice President	Present	Jay Epstein (left 1:38pm)	Present
	Arturo Reyes, Secretary/Treasurer	Present	Jamey Gill	Present
	Brian Carter	Absent	Tom Herman	Present
	Jerry Chaney	Present	Tod Kong	Absent
	Linda Chapman	Present	Todd McMahon	Present
	Lynn Chevalier	Absent	Lynda Myers	Present
	Richard Cooper	Present	Travis Scott	Absent
	Channing Cornell	Present	Irma Turner	Present
	Donald Coursey	Present		

Staff Present Katie Fairbairn, Executive Director
Lana Eberhard, Marketing/Program Specialist
Anna Kvinsland, Coast Development Director
Taylor Denham, Support Specialist

College Staff Present Debra Polak, Interim Vice President of Instruction/Dean of Centers

Guests Present Doug Hammerstrom, Friends of the Mendocino College Coast Center
Barbara Rice, Chair for Friends of the Mendocino College Coast Center
Jennifer Owen, Friends of the Mendocino College Coast Center
Winston Bowen, Friends of the Mendocino College Coast Center
Becky Walker, Friends of the Mendocino College Coast Center

Public Comments None.

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

The matter passed 15-0.

Approval of Minutes M/S/C (**DeMeulenaere/Cornell**) To approve the minutes of the regular meeting of the Mendocino College Foundation Board of Directors held on June 13, 2017 as presented.

The matter passed 15-0.

TIMED ITEM Debra Polak – Dean’s Fund report provided for information and highlights of the Mendocino Coast Center Power Point.

DISCUSSION/ACTION

Director Resignation Director Chevalier has submitted a letter of resignation from the board. Chevalier has served on the Board since February 2016.

M/S/C (Chaney/Cornell) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does accept the resignations of Lynn Chevalier with regret.

The matter passed 15-0.

***Affiliate
Recommendation and
Approval***

A recommendation was made and proposed bylaws submitted for a new affiliate called Friends of Mendocino College Coast Center (FMCCC). The recommendation included \$1,000 start-up funding.

M/S/C (Cooper/Reyes) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve Friends of Mendocino College Coast Center (FMCCC) affiliate, the attached bylaws and \$1,000 start-up funding.

The matter passed 15-0.

***Proposed 2017-2018
Affiliates budgets***

The proposed budgets for 2017-2018 Mendocino College Foundation Affiliates were presented for review and approval. Budget proposals were not provided by the Friends of the Mendocino College Library.

M/S/C (Cooper/DeMeulenaere) RESOLVED, that the Mendocino College Foundation Board of Directors, Inc. does hereby approve the budgets as presented by the following affiliates:

- Mendocino College Athletic Boosters (MCAB)
- Friends of the Mendocino College Theatre (FMCT)
- Friends of the Mendocino College Nursing Program (FMCNP) – Chaney made the following correction on the balance of the budget sheet from \$38,144.66 to \$42,144.

The matter passed 15-0.

REPORTS FOR INFORMATION

COMMITTEES

Finance Committee

Investment reports. Current investment reports were provided for information.

2016-2017 budget report. Current budget reports were provided for information.

2017-2018 budget report. No report.

2016-2017 ending fund balance expenditures update. An update on the ending fund balance expenditures was provided for information.

2016-2016 Directors' contributions. Total contributions to date are \$17,925.

2017-2018 Directors' contributions. Total contributions to date are \$3,450.

Donations summary report. The donations summary report for 2016-2017 & 2017-2018 were provided for information.

Scholarship

Scholarship update.

- Committee**
- **AwardSpring.** In the last year, the Foundation has discussed purchasing a web based scholarship program. The Foundation chose a program called AwardSpring and it is planned to be ready for students to use for scholarship applications in January 2018.

Land Committee **Foundation land feasibility study and master plan.** The land committee authorized a contract with Derivi Castellanos Architects for an evaluation of the best use of the Foundation land. The report should be ready for the October board meeting.

- Special Events Committee**
- Gala update.**
- **Gala 2017- August 12, 2017** – taking place on the Mendocino College Stadium Field under the Really Big Tent
 - **Ticket Sales** - Ticket sales are at 313.
 - **Marketing** - Radio ads and Facebook posts continue to promote the event.
 - **Fund-A-Need** – This year’s Fund A Need will go towards a new scoreboard for the baseball field.
 - **The Really Big Tent** – The tent will go up on Thursday, September 10 on the Stadium Field.
 - **Friday and Saturday set up** – Directors were asked to help with set up on Friday and Saturday prior to the event.

Governance Committee The committee is in the process of recruiting another Director with a financial background.

EXECUTIVE & STAFF REPORTS

Mendocino College Superintendent/ President Report Thanked the Foundation Board for land study, student housing, and all the support for the College.

- **College Promise** – The College continues to work on a Promise program.
- **First year Experience** - The College offered new Latino students with a Frist year College experience. The experience includes the student with an assigned counselor and financial aid help.
- **Full-Time Equivalent Students (FTES)** – There were 250 FTES needed to run the Coast Campus. The College did not reach 250 but was able to negotiate with chancellor a three year extension to reach the 250 by 2020. The College currently has 3100 FTES with all the work being done at campuses and high schools.
- **Coast Ribbon Cutting Ceremony** – A ribbon cutting at the Coast campus will take place on August 9th at 6:00pm.

Foundation President’s Report **Student Housing Agreement.** Myers signed agreement for housing.

Board Development Workshop recap. Painting The Picture: The Future of The Mendocino College Foundation workshop.

- Executive Director**
- Marketing update.**
- **Stadium field scoreboard update.** The scoreboard has been installed.
 - **News releases.** Recent news releases were provided for information.
 - **AAFG Donor Thank You.** An Ad ran in the Ukiah Daily Journal on June 25, 2017.
 - **17 AAFG Recipients from 2010.** 17 students have graduated this year and have been notified of their scholarship.

- **Appeal letter.** Total contributions are up to \$4,440.
- **Newsletter.** The next newsletter has been sent out.
- **Rural Health Rocks.**
- **Events.**
August 9 – Coast Center Ribbon Cutting, 6:00pm.
October 5 – Ukiah Greater Chamber of Commerce mixer in conjunction with Art Show opening hosted by the Foundation and Handley Cellars.

Professional Development.

- **CASE Summit 2017** – July 17, 2017 in San Francisco.

Coastal development. No report.

Epstein left at 1:38pm

Directors Reports No report.

Affiliates Reports

Mendocino College Athletic Boosters (MCAB). No report.

Friends of the Mendocino College Library (FMCL). No report.

Lake County Friends of Mendocino College (LCFMC). A written report was provided for information.

Friends of the Mendocino College Theatre (FMCT). No report.

North County Friends of Mendocino College (NCFMC). Harden reported there will be a back to school BBQ on August 28 at noon at the North County Campus.

Friends of the Mendocino College Coastal Fields Station and Natural Sciences (FMCCFSNS). No report.

Friends of the Mendocino College Nursing Program (FMCNP). No report.

Friends of the Mendocino College Human Services Program (FMCHSP). No report.

Friends of Mendocino College Gallery (FMCG). No report.

Future Agenda Items Update on Promise Conference and student housing.

ADJOURNMENT The meeting of the Board of Directors of the Mendocino College Foundation, Inc. adjourned at 1:48 p.m.

Submitted by: Charley Myers, President, Mendocino College Foundation, Inc.