

**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, April 10, 2018 at Mendocino College Ukiah Campus, Room 1060, 1000 Hensley Creek Rd, Ukiah, California.

GENERAL MATTERS

Call to Order The meeting was called to order by Foundation President Harden at 12:03 p.m.

Members Present	Marilyn Harden, President	Present	Jay Epstein	Present
	Donald Coursey, Vice President (left 2:01p)	Present	Tom Herman	Present
	Arturo Reyes, Secretary/Treasurer	Absent	Tod Kong	Absent
	Brian Carter	Absent	Todd McMahon	Present
	Greg Cavalin	Absent	Charley Myers	Present
	Jerry Chaney (arrived at 12:10p)	Present	Lynda Myers	Absent
	Linda Chapman	Present	Barbara Rice	Absent
	Richard Cooper	Absent	Travis Scott (left at 2:00p)	Present
	Channing Cornell (left at 1:56p)	Present	Tom Dow	Present
	Mark DeMeulenaere	Present	Irma Turner	Present

Staff Present Katie Fairbairn, Executive Director
Lana Eberhard, Marketing/Program Specialist

College Staff Present Joe Atherton, Director of Fiscal Services
Matt Gordon, Athletic Director

Guests Present None

Public Comments Harden welcomed Matt Gordon, Athletic Director, who thanked the Foundation for raising funds for the scoreboards in both fields saying, “The scoreboards would not have been possible without the support of the Foundation and our generous donors. It gives our athletes a sense of pride and therefore, they are better students.” He reminded the Board that the Dan Drew Golf Tournament is on August 3.

Approval of Agenda M/S/C (Scott/Chapman) To approve the agenda as presented.

The matter passed 12-0.

Approval of Minutes M/S/C (Cornell/DeMeulenaere) To approve the minutes of the regular meeting of the Mendocino College Foundation Board of Directors held on February 13, 2018 as presented.

The matter passed 12-0.

DISCUSSION/ACTION

Director Resignation Director Cooper submitted a letter of resignation from the Board on April 5, 2018. Cooper has served as a Director since December 2008. During that time, he was Chair of Special Events Committee and was a committee member on the Finance, Land and Scholarship Committees. He served as President in 2014-2015.

M/S/C (Cornell/Turner) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does accept the resignation of Richard Cooper with regret.

The matter passed 12-0.

CLOSED SESSION At 12:10 p.m. President Harden adjourned the meeting to Closed Session.

At 12:47 p.m. President Harden reconvened the meeting and announced that out of closed session no action was taken.

REPORTS FOR INFORMATION

COMMITTEES

Finance Committee **Investment report.** Current investment reports were provided for information.

2017-2018 budget report. Current budget reports were provided for information.

2017-2018 ending fund balance expenditures update. An update on the ending fund balance expenditures was provided for information.

2018-2019 proposed budget. A presentation and a proposed budget were provided for review and consideration for approval at the June Board meeting. The 2018-2019 budget would use 5.9% out of the General Fund for operating expenses rather than the customary 5%.

2018-2019 proposed ending fund balance. A written report was provided for information.

2017-2018 Directors' contributions. Total contributions to date are \$26,694.

Donations summary report. The 2017-2018 donations summary report was provided for information.

Investment policy update. A list of recommended revisions to the Investment Policy was presented for review and consideration for approval at the June Board meeting. It was the consensus of the Board to have DeMeulenaere meet with Main Street Research to review changes and bring a red lined version to the June meeting.

Scholarship Committee **Scholarship award ceremony.** The Foundation award ceremony takes place on Friday, May 18 at 5:30 p.m. in the Center for the Visual and Performing Arts Building Center Theatre. Directors were encouraged to attend and participate in the event.

Scholarship selection update. Scholarship committee members met on March 16 to read and score scholarship applications. Staff provided training for the first-ever web-based scholarship review. A list of recipients will be provided at the June Board meeting. Directors were encouraged to donate to the Directors/Trustees fund which historically provides scholarships from donations made by Foundation Directors and College Trustees.

Land Committee **Derivi Construction & Architecture (DCA) report and Land Committee recommendations.** On March 14 DCA presented their recommendations for highest and best use of Foundation Land.

***Special Events
Committee***

Gala 2018 update. Event planning and sponsorship recruitment continues. Five sponsors are confirmed. The caterer is secured. Live Auction items are needed with a focus on experiences such as getaways that include dinners and overnight accommodations.

Ukiah Greater Chamber of Commerce Mixer hosted by MC Foundation and Handley Cellars. The March 15 Chamber mixer was well attended and raised nearly \$400 for the AAFG program with donations benefiting Oak Manor Elementary and Anderson Valley Elementary schools.

***Governance
Committee***

Recruitment continues for one or two new members.

New Director Tom Dow introduced himself and gave a quick overview of his experiences prior to moving to Mendocino County a year ago. He is serving on the KZY&X Board and is involved with the Rural Health Rocks program.

EXECUTIVE & STAFF REPORTS

***Mendocino College
Superintendent/
President Report***

It was announced the Superintendent/President Reyes recently received his Doctorate. The Board extended their congratulations for this achievement.

***Foundation
President's Report***

A poll was taken to see how many Directors could attend the May 2 Board Development Workshop. Staff will poll Directors absent from today's meeting.

Executive Director

Adopt A Fifth Grader (AAGF) program update. A PowerPoint presentation about the AAFG program as well as a promotional video were shown.

Press releases. Recent press releases were provided for information.

Upcoming events.

- **Rural Health Rocks Concert** takes place on April 14 and April 15 in the CVPA Center Theatre with headliner Michael McDonald. A portion of the funds support the Mendocino College Nursing program.
- **Mendocino County Wine Competition** takes place in the Pomo Plaza and Lowery Student Center on Friday, August 10.

Coastal development. A written report was provided for information.

ADJOURNMENT

Due to the lack of a quorum, the meeting of the Board of Directors of the Mendocino College Foundation, Inc. adjourned at 2:00 p.m.

Submitted by: Marilyn Harden, President, Mendocino College Foundation, Inc.