

**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 21, 2018 at Mendocino College Coast Center, Room 114, 1211 Del Mar Drive, Fort Bragg, California.

GENERAL MATTERS

Call to Order The meeting was called to order by Foundation President Harden at 12:00 p.m.

Members Present	Marilyn Harden, President	Present	Jay Epstein	Absent
	Donald Coursey, Vice President	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	Present	Lynda Myers	Absent
	Linda Chapman	Present	Barbara Rice	Present
	Channing Cornell	Present	Travis Scott	Present
	Mark DeMeulenaere	Present	Tom Dow	Present
			Irma Turner	Absent

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

College Staff Present None

Guests Present None

Public Comments None

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

The matter passed 12-0.

Approval of Minutes M/S/C (Chaney/Chapman) To approve the minutes of the regular meeting of the Mendocino College Foundation Board of Directors held on June 12, 2018.

The matter passed 12-0.

CLOSED SESSION **Real Property: GC 54956.8 Title: Terms and Conditions Negotiator: Tom Herman, Land Committee Chair**

Adjourned to Closed Session at 12:11 p.m.
Reconvened to Open Session at 12:51 p.m.

Out of Closed Session President Harden reported that no action was taken.

DISCUSSION/ACTION

Director Resignation Director Lynda Myers submitted a letter of resignation from the Board. A recommendation was made to approve her request. Lynda has served on the Foundation Board since June of 2011. She was a member of Land Committee and the liaison for the Friends of the Mendocino College Field Station and Natural Sciences liaison.

M/S/C (Chapman/Rice) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the resignation of Lynda Myers with regret.

The matter passed 12-0.

New Director

The Governance Committee recommended for approval the appointment of Kim Bradley as Director and Lake County Friends of Mendocino College affiliate liaison. Kim is the manager of Community First Credit Union Lakeport Branch. A recommendation form and letter of interest were provided for information.

M/S/C (Dow/Cornell) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the appointment of Kim Bradley to the Board and Lake County Friends of Mendocino College affiliate liaison.

The matter passed 12-0.

2018-2019 Revised Budget

A proposed revision to the Mendocino College 2018-2019 budget was presented for review and approval increasing the Coast budget by an additional \$10,000 for operating expenses.

M/S/C (DeMeulenaere/Chaney) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve the revised 2018-2019 budget as presented.

The matter passed 12-0.

2018-2019 Ending Fund Balance

A recommendation was made to approve an allocation of \$20,000 from the ending fund balance for staffing.

M/S/C (Chapman/Coursey) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve allocating \$20,000 from the 2018-2019 ending fund balance for staffing.

The matter passed 12-0.

AT&T Aspire Scholarship Grant

Mendocino College applied for and received a grant from the AT&T Aspire program to fund scholarships for First Year Institute (FYI) students in the amount of \$20,000. The grant requires that the funds be distributed through and disbursed by the Mendocino College Foundation.

The matter was brought before the Foundation Board pursuant to our Financial Controls Policy requiring Board approval for disbursements exceeding the signing authority of the Executive Director (\$5,000) and Executive Committee (\$10,000).

M/S/C (Chaney/Scott) RESOLVED, That the Mendocino College Foundation, Inc. Board of Directors does approve that the \$20,000 in funds granted by the AT&T Aspire program be distributed and disbursed by the Mendocino College Foundation.

The matter passed 12-0.

**REPORTS FOR INFORMATION
COMMITTEES**

Finance Committee

Investment portfolio update. Current investment reports were provided for information.

2018-2019 budget update. No report.

2017-2018 budget update. An update on the 2017-2018 budget was provided for information.

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

Directors' contributions. Total contributions for 2017-2018: \$28,394. Contributions to date for 2018-2019: \$17,330.

Donations summary report. The 2017-2018 and 2018-2019 donations summary reports were provided for information.

Special Finance Committee. An investment update will be presented by Main Street Research on Tuesday, August 28, 2018 at 2:00 p.m. in Room 4134.

**Scholarship
Committee**

Perpetual nursing scholarship. The Foundation received a \$2,500 donation for a 2018-2019 scholarship honoring Gwen Mathews, President & CEO of Adventist Health Ukiah Valley. This will be an annual award with the potential to become a perpetual scholarship.

Land Committee

No report.

**Special Events
Committee**

Gala 2018 recap. Total funds raised - \$143,000, fundraising goal - \$110,000. The event expenses were under budget. Over 300 guests attended enjoying wine, appetizers, a buffet style dinner and desert. The evening included a live auction and fund a need, silent auction, wine pull, and Golden Ticket fund raiser. This was our highest net revenue fundraiser to date. Thank you to everyone who attended, volunteered to help and donated to the event.

**Governance
Committee**

No report.

EXECUTIVE & STAFF REPORTS

**Mendocino College
Superintendent/
President Report**

No report.

**Foundation
President's Report**

Emergency funding. Many Mendocino College students and staff members have been affected by the recent fires. An Emergency fund was set up and has brought in \$5,735 from individual donors and organizations. Donations can be made at <https://www.classy.org/campaign/2018-emergency-support-for-students-and-staff/c194566>.

Executive Director

Adopt A Fifth Grader (AAGF) program update. AAFG presented 101 recipients with awards. Twenty-four graduating high school seniors are eligible for \$1,000 scholarships this year. To date, 7 are enrolled at Mendocino College and 5 have let us know they are going to attend college elsewhere.

Foundation promotional videos. The latest video produced by Kirk Fuller promotes supporting the Scholarship program and features Emeritus Director Neelam Salmen.

Press releases. Recent press releases were provided for information.

Coastal development. Two commitments have already been received for AAFG 2019.

Directors Reports

No report.

Affiliates Reports

Friends of Mendocino College Agriculture (FMCA). No report.

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). A written report was provided for information.

North County Friends of Mendocino College (NCFMC). No report.

Friends of the Mendocino College Coastal Field Station and Natural Sciences (FMCCFSNS). A written report was provided for information.

Friends of the Mendocino College Nursing Program (FMCNP). A written report was provided for information.

Friends of Mendocino College Recording Arts Technology.

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

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

Friends of the Mendocino College Coast Campus (FMCCC). Director Rice reported that the affiliate is examining ways to raise funds in support of the Coast Center and coastal Mendocino College students.

Future Agenda Items

- Affiliates groups – definitions and expectations
- Planned giving - conduit for soliciting and cultivating planned giving gifts

Adjournment

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

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