



The mission of the Mendocino College Foundation is to educate leaders, foster intellectual growth and enrich lives by creating opportunities to invest in a better future for our students and communities.

MENDOCINO COLLEGE FOUNDATION, INC.
MINUTES OF THE BOARD OF DIRECTORS MEETING
APPROVED AT BOARD OF DIRECTORS MEETING ON MAY 26, 2020

A regular meeting of the Mendocino College Foundation, Inc. Board of Directors convened on Wednesday, April 15, 2020 via Zoom.

GENERAL MATTERS				
Call to Order	President Dow called the meeting to order at 12:02pm			
Members Present	Tom Dow, President	Present	Mark DeMeulenaere	Present
	Linda Chapman, Vice President	Present	Jay Epstein	Present
	Marilyn Harden, Immediate Past President	Present	Tom Herman	Present
	Eileen Cichocki, Secretary/Treasurer	Present	Tod Kong	Present
	Kim Bradley	Present	Todd McMahon	Present
	Greg Cavalin	Absent	Tina Rader	Present
	Jerry Chaney	Present	Barbara Rice	Present
	Channing Cornell	Present	Travis Scott	Present
	Donald Coursey	Present	Irma Turner	Present
Staff Present	Katie Fairbairn, Executive Director Eliza Fields, Administrative Assistant II/Scholarship Coordinator Anna Kvinsland, Coastal Development Contractor			
College Staff Present	Joe Atherton, Director of Fiscal Services			
Guests Present	Wilda Shock, Lake County Friends of Mendocino College			
Public Comment	None			
Approval of Agenda	M/S/C (Channing/Turner). To approve the agenda as presented. The matter passed 17-0.			
Approval of Minutes	Director Coursey requested that the sentence under Finance Committee be changed to "Foundation President Dow discussed that the annual goal of the contributions is \$25,000". M/S/C (Chaney/Turner). To approve the amended minutes as presented.			



	The matter passed 17-0.
COMMITTEE REPORTS	
Finance Committee	Investment Portfolio. Schwab reports ending on March 31, 2020 were included and reviewed. Director DeMeulenaere advised that Main Street Research has done a wonderful job of managing the accounts at Schwab.
	Donations Summary Report. Donations Summary Report attached for information. Foundation President Dow requested that the total Director's Contributions for fiscal year 19/20 be distributed.
	Ending Fund Balance. Roughly \$263,000 is available in the ending fund balance. Director DeMeulenaere indicated that in the future a conversation needs to take place about using the Ending Fund Balance as a tool or other mechanism for deciding on how money is spent.
Scholarship Committee	Scholarship Program Update. Director Chaney commented that the scholarship season went well and this is why we do what we do. The pass-through program went very well this year. As of now, there are only a few pass-through scholarships left to award for the season.
Land Committee	No Report.
Special Events Committee	Fungus Faceoff. Director Fairbairn discussed that 3 to 4 sponsors had already been confirmed for the event and she had reached out to each in which they indicated they did not know what the future may hold. Director Fairbairn concluded that Director Scott and Director DeMeulenaere in conjunction with her would be making a recommendation to the Board on whether or not to move forward with the event scheduled for November at the June board meeting.
Governance Committee	New Director. Director Cornell discussed that Director Fairbairn and himself had met with Sheriff Kendall after he expressed his interest in joining the Foundation Board. Director Cornell indicated that he recommended Sheriff Kendall with no reservations and that he would be a wonderful addition to the Board of Directors.
DISCUSSION/ACTION	
Approval of New Director - Matt Kendall	M/S/C (Chaney/Cornell). To approve Sheriff Matt Kendall as a Director of the Mendocino College Foundation Board. The matter passed 17-0.
Second reading & approval of Policy No. 4 - Financial Controls	M/S/C (Harden/DeMeulenaere). To approve the second reading of Policy No. 4 - Financial Controls as presented. The matter passed 17-0.



<p>Approval of Creation of Schwab account for AAFG Coast</p>	<p>Consultant Kvinsland provided a report about the Fort Bragg Rotary match program and their generous partnership with the Foundation. The rotary club would like to see “any” future excess funds in the AAFG endowment put into creating more AAFG awards in 5th grade. A variety of ideas and opinions were expressed on the topic.</p> <p>M/S/C (Turner/Cornell). To establish a separate Schwab fund for the AAFG Coastal account.</p> <p>Additional discussion took place and resulted in Turner and Cornell withdrawing the motion.</p> <p>M/S/C (Harden/Chapman). To form an AAFG ad-hoc committee to further review and discuss the AAFG program prior to establishing another account within Schwab. Volunteers to the ad-hoc include Turner, Cichocki, Rice, Dow, Cornell, DeMeulenaere.</p>
<p>REPORTS FOR INFORMATION</p>	
<p>Mendocino College Superintendent/President</p>	<p>Accreditation. Superintendent/President Cichocki reported out that the Accreditation visit went great and Mendocino College met all of the requirements. There were two minor recommendations, but the College will be receiving a full accreditation.</p> <p>COVID-19 Update. Superintendent/President Cichocki expressed how impressed she was with Mendocino College faculty and staff and how they pulled together remote learning and remote working in less than ten days’ time.</p> <p>CARES Funding. Mendocino College received 1.3 million in funding to support students and the expenses involved in COVID-19 operations. Fifty percent of the funding will be directly awarded to students. Administration is currently working on the matrix for distribution.</p> <p>2020 Commencement. The decision was made to continue remote learning through Summer. The 2020 Commencement cannot take place in the typical sense. A survey went out to students asking how they would like to participate in Commencement and the majority indicated to postpone the traditional ceremony.</p>
<p>Foundation President</p>	<p>Foundation President Dow discussed that each topic listed for him was talked about efficiently.</p>
<p>Executive Director</p>	<p>Student Emergency Fund. \$46,00 in donations to the Student Emergency Fund to date and 130 students have been awarded Student Emergency Funds.</p>



	Nursing Program. Director Fairbairn included that the goal for the NCLEX drive has been exceeded.
	Gratitude Report. The report is almost completed as there are only two items left to finish. The report will be completed and printed by June 30, 2020.
	19/20 Operational Budget. Director Fairbairn indicated that the Foundation staff will be working on the 20/21 budget with Director DeMeulenaere.
Directors Reports	No Report.
Affiliate Reports	Friends of the Mendocino College Coastal Field Station and Natural Sciences (FMCCFSNS). Report attached for information.
	Lake County Friends of Mendocino College (LCFMC). Report attached for information.
	Friends of Mendocino College Coast Center (FMCCC). Report attached for information.
	Friends of the Mendocino College Theatre (FMCT). Report attached for information.
	Friends of Mendocino College Culinary Arts Program (FMCCAP). No Report.
	Friends of Mendocino College Recording Arts & Technology (FMCRAT). No Report.
	Friends of the Mendocino College Gallery (FMCG). No Report.
	Friends of the Mendocino College Nursing Program (FMCNP). Report attached for information.
	Mendocino College Athletic Boosters (MCAB). No Report.
	North County Friends of Mendocino College (NCFMC). No Report.
	Friends of Mendocino College Agriculture (FMCA). No Report.
FUTURE AGENDA ITEMS	<ul style="list-style-type: none"> • 20/21 Budget • AAFG – Coast Account
ADJOURNMENT	The meeting of the Board of Directors of Mendocino College Foundation, Inc. adjourned at 1:48 pm by Foundation President Dow.



MENDOCINO COLLEGE
Foundation

	Submitted by: Tom Dow, Foundation President, Mendocino College Foundation, Inc.
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