



*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.*

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**MENDOCINO COLLEGE FOUNDATION, INC.**  
**FINANCE COMMITTEE AGENDA**  
Tuesday, November 16, 2021  
3:00 – 4:30 pm

Effective September 16, 2021, the Mendocino College Foundation Board of Directors meetings will be conducted virtually (pursuant to Assembly Bill 361). Meetings will be conducted via Zoom (<https://cccconfer.zoom.us/j/91587559651>). In order to minimize the risk of exposure during this time, the public may participate digitally in meetings by sending comments to [foundation@mendocino.edu](mailto:foundation@mendocino.edu), in lieu of personal attendance. All public comment will be made immediately available to the Directors, staff, and the general public as they are received. We thank you for your understanding during this difficult time, and thank you for your continued interest and support.

Please join via Zoom: <https://cccconfer.zoom.us/j/91587559651> or by phone at +1 669 900 6833 (US Toll)  
Meeting ID: 915 8755 9651

<b>1. CALL TO ORDER</b>	<b>3:00</b>
<b>1.1</b> Roll Call	
<b>2. PUBLIC COMMENTS</b>	<b>3:05</b>
An opportunity for the public to address the committee.	
<b>3. APPROVAL OF AGENDA AND MINUTES</b>	<b>3:10</b>
<b>3.1</b> Approval of agenda	
<b>3.2</b> Approval of minutes from the regular meeting held on July 27, 2021	
<b>4. TIMED ITEMS</b>	<b>3:15</b>
<b>4.1</b> Portfolio Update – James Demmert, Main Street Research	
<b>4.2</b> 20/21 Audit – John Dominguez & Kyle Holtz, CWDL	
<b>5. DISCUSSION/ACTION</b>	<b>3:45</b>
<b>5.1</b> Investment Portfolio Review – October 31, 2021	
<b>5.2</b> 21/22 Donations Summary	
<b>5.3</b> 21/22 Budget Update	
<b>6. ADJOURNMENT</b>	<b>4:30</b>

**Next Meeting: TBD**

*In Compliance with Government Code section 54954.2. (a) Mendocino College will, on request, make this agenda available in appropriate alternate formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact the Foundation Office, Room 5110, Mendocino College, 1000 Hensley Creek Road, Ukiah, California or online at <http://foundation.mendocino.edu>.*



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**MENDOCINO COLLEGE FOUNDATION, INC.  
MINUTES OF THE FINANCE COMMITTEE MEETING  
DRAFT**

A regular meeting of the Mendocino College Foundation, Inc. Finance Committee convened on Tuesday, July 27, 2021 via Zoom.

<b>GENERAL MATTERS</b>																	
<b>Call to Order</b>	The meeting was called to order by Foundation President, Tom Dow at 3:03pm.																
<b>Members Present</b>	<table border="1"> <tr> <td>Tom Dow, President</td> <td>Present</td> <td>Marilyn Harden</td> <td>Present</td> </tr> <tr> <td>Timothy Karas, Secretary/Treasurer</td> <td>Present</td> <td>Todd Kong</td> <td>Present</td> </tr> <tr> <td>Channing Cornell</td> <td>Present</td> <td></td> <td></td> </tr> <tr> <td>Greg Cavalin</td> <td>Present</td> <td></td> <td></td> </tr> </table>	Tom Dow, President	Present	Marilyn Harden	Present	Timothy Karas, Secretary/Treasurer	Present	Todd Kong	Present	Channing Cornell	Present			Greg Cavalin	Present		
Tom Dow, President	Present	Marilyn Harden	Present														
Timothy Karas, Secretary/Treasurer	Present	Todd Kong	Present														
Channing Cornell	Present																
Greg Cavalin	Present																
<b>Staff Present</b>	Eliza Fields, Administrative Assistant II/Scholarship Coordinator																
<b>College Staff Present</b>	Eileen Cichocki, Assistant Superintendent/Vice-President of Administrative Services Joe Atherton, Director of Fiscal Services																
<b>Guests Present</b>	None.																
<b>Public Comment</b>	None.																
<b>Approval of Agenda</b>	<b>M/S/C (Harden/Cornell).</b> To approve the agenda as presented and to approve the minutes from January 19, 2021 as presented.  The matter passed 6-0.																
<b>DISCUSSION/ACTION</b>																	
	<b>Investment Portfolio.</b> June 30, 2021 reports attached for information.																
	<b>20/21 Donations Summary – Year End.</b> Donation Summary report attached for information.																
	<b>21/22 Donations Summary.</b> Donation Summary report attached for information. This includes the summer appeal letter donations and the Food Pantry Grant provided from Redwood Credit Union.																



	<p><b>20/21 Budget Update - Year End Close.</b> Director of Fiscal Services, Joe Atherton, advised that he is currently compiling the reports and journal entries to close year end. Foundation Staff and Fiscal will be compiling materials to prepare for audit – the audit will be available for review in December.</p>
	<p><b>RCU Food Pantry Grant.</b> Foundation Staff reported that after applying for grant funding through Redwood Credit Union a total of \$15k has been distributed for the Food Pantry. \$10k has been allocated to Mendocino County and \$5k has been allocated to Lake County. Thank you Redwood Credit Union!</p>
	<p><b>Land Discussion.</b> Foundation President, Tom Dow, reviewed that all outstanding notes for Foundation land have been paid off.</p>
<p><b>ADJOURNMENT</b></p>	<p>The meeting of the Mendocino College Foundation Finance Committee adjourned at 3:31pm by Foundation President, Tom Dow.</p> <p>Submitted by: Eliza Fields, Administrative Assistant II, Mendocino College Foundation, Inc.</p>



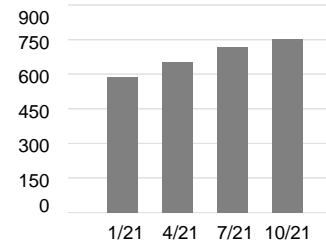
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**AAFG SCHOLARSHIPS ACCOUNT**

Account Number  
**2953-4175**

Statement Period  
**October 1-31, 2021**

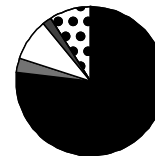
**Account Value as of 10/31/2021: \$ 754,343.09**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 708,040.41</b>	<b>\$ 609,388.51</b>	
Credits	5,392.04	74,686.48	
Debits	(1,071.96)	(32,577.47)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	41,982.60	102,845.57	
<b>Ending Value on 10/31/2021</b>	<b>\$ 754,343.09</b>	<b>\$ 754,343.09</b>	
Accrued Income <sup>d</sup>	594.82		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 754,937.91</b>		
<b>Total Change in Account Value</b>	<b>\$ 46,302.68</b>	<b>\$ 144,954.58</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 46,897.50</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 68,499.30	9%
Fixed Income	16,454.52	2%
Equities	579,436.41	77%
Exchange Traded Funds	64,876.46	9%
Other Assets	25,076.40	3%
<b>Total Assets Long</b>	<b>\$ 754,343.09</b>	
<b>Total Account Value</b>	<b>\$ 754,343.09</b>	<b>100%</b>

Overview



- 77% Equities
- 3% Other Assets
- 9% Cash, Bank Sweep [X,Z]
- 2% Fixed Income
- 9% Exchange Traded Funds



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Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**JOHN BOGNER FINE ARTS ACCOUNT**

Account Number  
**2824-0598**

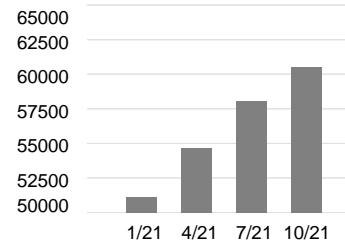
Statement Period  
**October 1-31, 2021**

**Account Value as of 10/31/2021: \$ 60,579.24**

**Change in Account Value**

	This Period	Year to Date
<b>Starting Value</b>	<b>\$ 56,827.66</b>	<b>\$ 52,402.76</b>
Credits	23.03	658.94
Debits	(85.82)	(1,687.91)
Transfer of Securities (In/Out)	0.00	0.00
Income Reinvested	0.00	0.00
Change in Value of Investments	3,814.37	9,205.45
<b>Ending Value on 10/31/2021</b>	<b>\$ 60,579.24</b>	<b>\$ 60,579.24</b>
<i>Accrued Income<sup>d</sup></i>	40.23	
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 60,619.47</b>	
<b>Total Change in Account Value</b>	<b>\$ 3,751.58</b>	<b>\$ 8,176.48</b>
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 3,791.81</b>	

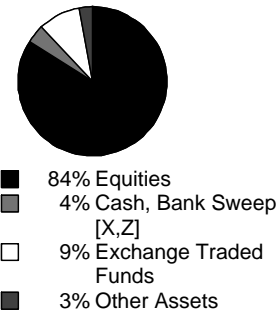
Account Value



**Asset Composition**

	Market Value	% of Account Assets
Cash and Bank Sweep <sup>X,Z</sup>	\$ 2,186.93	4%
Equities	50,922.89	84%
Exchange Traded Funds	5,364.74	9%
Other Assets	2,104.68	3%
<b>Total Assets Long</b>	<b>\$ 60,579.24</b>	
<b>Total Account Value</b>	<b>\$ 60,579.24</b>	<b>100%</b>

Overview



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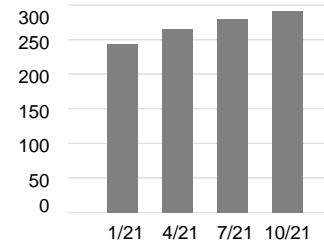
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**COAST CAMPUS**

Account Number  
**2694-1952**

Statement Period  
**October 1-31, 2021**

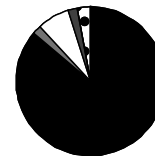
**Account Value as of 10/31/2021: \$ 292,042.06**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 274,107.01</b>	<b>\$ 256,880.78</b>	
Credits	182.62	3,127.63	
Debits	(416.09)	(13,270.97)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	18,168.52	45,304.62	
<b>Ending Value on 10/31/2021</b>	<b>\$ 292,042.06</b>	<b>\$ 292,042.06</b>	
Accrued Income <sup>d</sup>	237.15		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 292,279.21</b>		
<b>Total Change in Account Value</b>	<b>\$ 17,935.05</b>	<b>\$ 35,161.28</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 18,172.20</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 4,924.35	2%
Fixed Income	5,092.71	2%
Equities	253,950.44	87%
Exchange Traded Funds	19,061.00	7%
Other Assets	9,013.56	3%
<b>Total Assets Long</b>	<b>\$ 292,042.06</b>	
<b>Total Account Value</b>	<b>\$ 292,042.06</b>	<b>100%</b>

Overview



- 87% Equities
- 2% Cash, Bank Sweep [X,Z]
- 7% Exchange Traded Funds
- 2% Fixed Income
- 3% Other Assets



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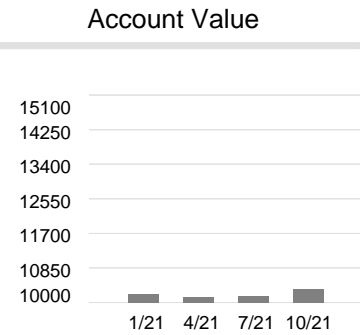
Account Number  
**4583-7446**

Statement Period  
**October 1-31, 2021**

**Account Value as of 10/31/2021: \$ 10,336.09**

**Change in Account Value**

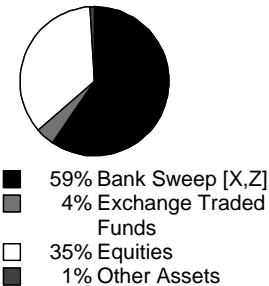
	This Period	Year to Date
<b>Starting Value</b>	<b>\$ 10,199.67</b>	<b>\$ 10,309.33</b>
Credits	0.66	66.21
Debits	(15.00)	(119.05)
Transfer of Securities (In/Out)	0.00	0.00
Income Reinvested	0.00	0.00
Change in Value of Investments	150.76	79.60
<b>Ending Value on 10/31/2021</b>	<b>\$ 10,336.09</b>	<b>\$ 10,336.09</b>
<i>Accrued Income<sup>d</sup></i>	14.51	
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 10,350.60</b>	
<b>Total Change in Account Value</b>	<b>\$ 136.42</b>	<b>\$ 26.76</b>
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 150.93</b>	



**Asset Composition**

	Market Value	% of Account Assets
Bank Sweep <sup>x,z</sup>	\$ 6,146.37	59%
Equities	3,617.02	35%
Exchange Traded Funds	429.84	4%
Other Assets	142.86	1%
<b>Total Assets Long</b>	<b>\$ 10,336.09</b>	
<b>Total Account Value</b>	<b>\$ 10,336.09</b>	<b>100%</b>

**Overview**



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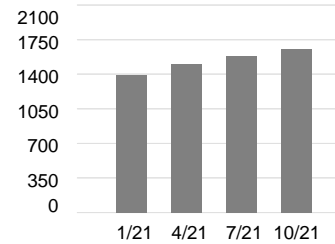
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**FOOTE ACCOUNT**

Account Number  
**1744-2625**

Statement Period  
**October 1-31, 2021**

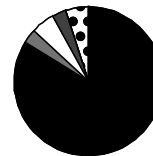
**Account Value as of 10/31/2021: \$ 1,659,341.75**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 1,560,635.29</b>	<b>\$ 1,457,074.10</b>	
Credits	934.46	19,816.63	
Debits	(2,370.58)	(66,611.15)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	100,142.58	249,062.17	
<b>Ending Value on 10/31/2021</b>	<b>\$ 1,659,341.75</b>	<b>\$ 1,659,341.75</b>	
Accrued Income <sup>d</sup>	1,264.89		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 1,660,606.64</b>		
<b>Total Change in Account Value</b>	<b>\$ 98,706.46</b>	<b>\$ 202,267.65</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 99,971.35</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 88,114.16	5%
Fixed Income	56,809.03	3%
Equities	1,375,043.78	83%
Exchange Traded Funds	86,782.74	5%
Other Assets	52,592.04	3%
<b>Total Assets Long</b>	<b>\$ 1,659,341.75</b>	
<b>Total Account Value</b>	<b>\$ 1,659,341.75</b>	<b>100%</b>

Overview



- 83% Equities
- 3% Fixed Income
- 5% Cash, Bank Sweep [X,Z]
- 3% Other Assets
- 5% Exchange Traded Funds



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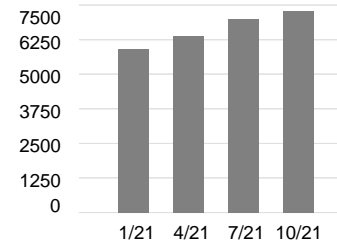
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**GENERAL ACCOUNT**

Account Number  
**5497-5694**

Statement Period  
**October 1-31, 2021**

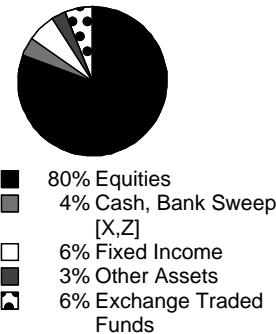
**Account Value as of 10/31/2021: \$ 7,284,934.01**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 6,864,406.55</b>	<b>\$ 5,967,435.40</b>	
Credits	5,584.90	438,125.20	
Debits	(10,462.95)	(124,848.82)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	425,405.51	1,004,222.23	
<b>Ending Value on 10/31/2021</b>	<b>\$ 7,284,934.01</b>	<b>\$ 7,284,934.01</b>	
Accrued Income <sup>d</sup>	6,746.19		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 7,291,680.20</b>		
<b>Total Change in Account Value</b>	<b>\$ 420,527.46</b>	<b>\$ 1,317,498.61</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 427,273.65</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 322,714.32	4%
Money Market Funds [Non-Sweep]	30,000.00	<1%
Fixed Income	428,244.30	6%
Equities	5,862,371.51	80%
Exchange Traded Funds	415,235.28	6%
Other Assets	226,368.60	3%
<b>Total Assets Long</b>	<b>\$ 7,284,934.01</b>	
<b>Total Account Value</b>	<b>\$ 7,284,934.01</b>	<b>100%</b>

Overview



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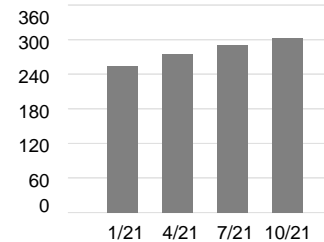
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**HALLIDAY ACCOUNT**

Account Number  
**8016-1014**

Statement Period  
**October 1-31, 2021**

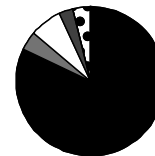
**Account Value as of 10/31/2021: \$ 304,329.46**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 285,787.87</b>	<b>\$ 264,406.20</b>	
Credits	188.82	3,420.09	
Debits	(433.94)	(10,896.50)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	18,786.71	47,399.67	
<b>Ending Value on 10/31/2021</b>	<b>\$ 304,329.46</b>	<b>\$ 304,329.46</b>	
Accrued Income <sup>d</sup>	257.09		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 304,586.55</b>		
<b>Total Change in Account Value</b>	<b>\$ 18,541.59</b>	<b>\$ 39,923.26</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 18,798.68</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 9,033.03	3%
Fixed Income	11,361.81	4%
Equities	253,254.06	83%
Exchange Traded Funds	19,968.88	7%
Other Assets	10,711.68	4%
<b>Total Assets Long</b>	<b>\$ 304,329.46</b>	
<b>Total Account Value</b>	<b>\$ 304,329.46</b>	<b>100%</b>

Overview



- 83% Equities
- 4% Other Assets
- 7% Exchange Traded Funds
- 3% Cash, Bank Sweep [X,Z]
- 4% Fixed Income



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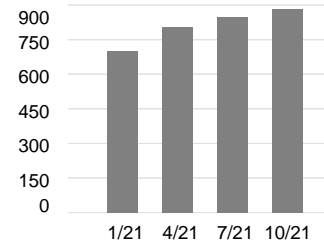
Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**PERPETUAL ACCOUNT**

Account Number  
**1224-7377**

Statement Period  
**October 1-31, 2021**

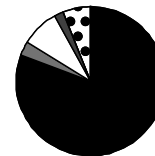
**Account Value as of 10/31/2021: \$ 884,506.26**

Change in Account Value	This Period	Year to Date	Account Value [in Thousands]
<b>Starting Value</b>	<b>\$ 832,796.74</b>	<b>\$ 729,850.30</b>	
Credits	1,648.10	62,084.69	
Debits	(1,261.72)	(33,147.63)	
Transfer of Securities (In/Out)	0.00	0.00	
Income Reinvested	0.00	0.00	
Change in Value of Investments	51,323.14	125,718.90	
<b>Ending Value on 10/31/2021</b>	<b>\$ 884,506.26</b>	<b>\$ 884,506.26</b>	
Accrued Income <sup>d</sup>	705.52		
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 885,211.78</b>		
<b>Total Change in Account Value</b>	<b>\$ 51,709.52</b>	<b>\$ 154,655.96</b>	
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 52,415.04</b>		



Asset Composition	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 56,258.44	6%
Fixed Income	16,454.52	2%
Equities	709,453.90	80%
Exchange Traded Funds	72,211.60	8%
Other Assets	30,127.80	3%
<b>Total Assets Long</b>	<b>\$ 884,506.26</b>	
<b>Total Account Value</b>	<b>\$ 884,506.26</b>	<b>100%</b>

Overview



- 80% Equities
- 3% Other Assets
- 8% Exchange Traded Funds
- 2% Fixed Income
- 6% Cash, Bank Sweep [X,Z]



**MAIN STREET RESEARCH LLC**  
*Wealth Management*

Your Independent Investment Advisor is not affiliated with or an agent of Schwab and Schwab does not supervise or endorse your Advisor.



Schwab One® Account of  
**MENDOCINO COLLEGE FOUNDATION**  
**SALMEN ACCOUNT**

Account Number  
**9797-7936**

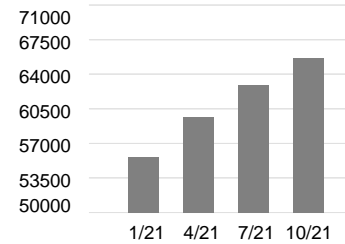
Statement Period  
**October 1-31, 2021**

**Account Value as of 10/31/2021: \$ 65,650.48**

**Change in Account Value**

	This Period	Year to Date
<b>Starting Value</b>	<b>\$ 61,692.66</b>	<b>\$ 57,400.56</b>
Credits	24.57	693.93
Debits	(93.24)	(2,247.55)
Transfer of Securities (In/Out)	0.00	0.00
Income Reinvested	0.00	0.00
Change in Value of Investments	4,026.49	9,803.54
<b>Ending Value on 10/31/2021</b>	<b>\$ 65,650.48</b>	<b>\$ 65,650.48</b>
Accrued Income <sup>d</sup>	43.10	
<b>Ending Value with Accrued Income<sup>d</sup></b>	<b>\$ 65,693.58</b>	
<b>Total Change in Account Value</b>	<b>\$ 3,957.82</b>	<b>\$ 8,249.92</b>
<b>Total Change with Accrued Income<sup>d</sup></b>	<b>\$ 4,000.92</b>	

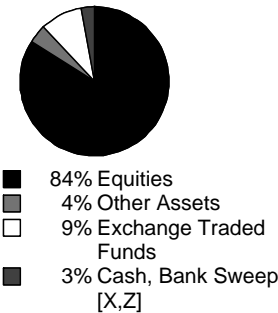
Account Value



**Asset Composition**

	Market Value	% of Account Assets
Cash and Bank Sweep <sup>x,z</sup>	\$ 2,280.17	3%
Equities	55,216.15	84%
Exchange Traded Funds	5,756.32	9%
Other Assets	2,397.84	4%
<b>Total Assets Long</b>	<b>\$ 65,650.48</b>	
<b>Total Account Value</b>	<b>\$ 65,650.48</b>	<b>100%</b>

Overview



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## Mendocino College Foundation 2021-2022 Donation Summary Report

<b>Purpose</b>	<b>Donations to date</b>
Adopt A Fifth Grader	18,266.30
Undesignated/Area of Greatest Need	1,269.00
Designated	122,875.00
Student Emergency Fund	200.00
Directors/Trustees Annual Fund (Scholarship)	250.00
Scholarships	18,540.00
Yvonne Sligh Book Awards	588.00
<b>Foundation Donations Total To Date</b>	<b>161,988.30</b>
<hr/> <hr/>	
Foundation Director's Contributions - \$2,850	
<hr/> <hr/>	
<b>Affiliate Donations</b>	
Athletic Boosters	100.00
Friends of Mendocino College Coast Center	103.00
Friends of the Coastal Field Station	5,150.00
Friends of Mendocino College Culinary Arts	0.00
Friends of the Gallery	0.00
Friends of the Nursing Program	2,603.00
Friends of Mendocino College Agriculture	0.00
Friends of Mendocino College Recording Arts & Technology	536.00
Friends of the Theatre	1,520.00
Lake County Friends	2,753.00
North County Friends	63.00
<b>Total Affiliate Donations to Date</b>	<b>12,828.00</b>
<hr/> <hr/>	
<b>Combined Total Donations to date</b>	<b>174,816.30</b>
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