



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 EXECUTIVE COMMITTEE MEETING
Approved at the Executive Committee Meeting on May 17, 2022

A regular meeting of the Mendocino College Foundation, Inc. Executive Committee convened on Tuesday, March 15, 2022 via Zoom.

GENERAL MATTERS				
<i>Call to Order</i>	The meeting was called to order by Foundation President Chapman at 3:02 pm.			
<i>Members Present</i>	Linda Chapman, President	Present	Jerry Chaney	Present
	Travis Scott, Vice President	Present	Channing Cornell	Present
	Marilyn Harden, Past President	Present (@ 3:10pm)	Todd McMahon	Absent
	Timothy Karas, Secretary/Treasurer	Present		
<i>Staff Present</i>	Eliza Fields, Administrative Assistant II/Scholarship Coordinator			
<i>College Staff Present</i>	Eileen Cichocki, Assistant Superintendent/Vice President of Administrative Services Joe Atherton, Director of Fiscal Services			
<i>Public Comment</i>	None.			
<i>Approval of Agenda & Minutes</i>	M/S/C (Karas/Chaney). To approve the agenda and the minutes from November 30, 2021 as presented. The matter passed 5-0.			
DISCUSSION/ACTION				
<i>Finance Committee</i>	Investment Portfolio. February 28, 2022 reports attached for information.			
	Donations Summary Report. An updated donations summary report was provided for information.			
	21/22 Budget Update. Foundation staff and Fiscal staff have reviewed the 21/22 budget. Foundation expenditures are projecting as budgeted.			



	<p>22/23 Budget Preparation. Foundation staff and Fiscal staff have begun preparing the draft 22/23 budget. A draft of the 22/23 budget will be included at the next Board of Directors meeting on April 5th.</p> <p>President/Superintendent Karas proposed to the Executive Committee that the income from a payoff land loan to the Foundation be used for the Emergency Exit Road expense. Should the Foundation receive other donations for the expense of the Emergency Exit Road, the Foundation will first be reimbursed.</p>
Foundation President Report	<p>Tom Dow, Immediate Past President – KZYX and MC Update. This discussion was tabled.</p>
	<p>Inactive Board Members. Foundation President Chapman emphasized the importance of attendance from the Foundation Board of Directors and reference the responsibility of attendance within the bylaws.</p>
	<p>Inactive Affiliate Groups. Foundation President Chapman discussed the expectations of the affiliate groups of the Foundation. The Executive Committee reviewed forming an ad hoc committee to review and monitor the affiliate groups.</p>
Scholarship Committee	<p>22-23 Scholarship Application Season – Review. During the MCF 22-23 Scholarship Application Season over 450 students logged in to begin their scholarship application and 234 students successfully completed their application to be considered for scholarships.</p>
	<p>Scholarship Mixer. For the first time in two years, the Foundation will be holding a Scholarship Mixer to honor the 22/23 MCF Scholarship Recipients. The mixer will take place in the courtyard of the CVPA building on the Ukiah Campus on May 11th from 3:00pm-5:00pm.</p>
Land Committee	<p>No Report.</p>
Special Events Committee	<p>No Report.</p>
Superintendent/President Report	<p>College Update. An email was distributed from the District regarding indoor masking. The requirement for indoor masking will be released on March 28th.</p> <p>Commencement. The annual Mendocino College Commencement Ceremony will take place after two years on Friday, May 20th on the Mendocino College soccer field. Graduates from 2020, 2021, and 2022 have been invited.</p>
Foundation Staff Report	<p>AAFG Adoptions 2022. To date, there is 45 AAFG adoptions. Emails will begin going out to schools and their principals to begin making selections for the awards at the end of April.</p>



	Nursing Donations. The Foundation has received two of the three donations for the categorically funded nursing faculty position.
	NCLEX State Board Exam Fee Campaign. The marketing materials for the NCLEX State Board Exam Fee Campaign are in development. The campaign will kick off next week and will be distributed through multiple channels.
	Fort Bragg Rotary Visit. Executive Director, Julie McGovern, met with the Fort Bragg Rotary on March 9 th . Fort Bragg Rotary has been generous and large supports of the AAFG program on the Coast by contributing \$200 to every donation that is made to Dana Gray or Three Rivers Charter.
	Coastal Development Director. Nicole Marin, Director of Human Resources, reported that AB5 redefined the parameters for independent contractors. The Coastal Development Director for the Foundation will be defined as a professional expert and part-time employee of the District.
	FUTURE AGENDA ITEMS
ADJOURNMENT	The meeting of the Board of Directors of Mendocino College Foundation, Inc. adjourned at 3:42 pm by Foundation President Chapman. Submitted by: Eliza Fields, Administrative Assistant, Mendocino College Foundation, Inc.