



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 April 4, 2023

A regular meeting of the Mendocino College Foundation, Inc. Board of Directors convened on Wednesday, February 1, 2023 at Mendocino College, Main Campus, Library Building, LLRC 4210, 1000 Hensley Creek Road, Ukiah, CA 95482 and via Zoom.

GENERAL MATTERS				
Call to Order	President Chapman called the meeting to order at 12:10pm.			
Members Present	Linda Chapman, President	Present	Marilyn Harden	Present
	Travis Scott, Vice President	Absent	Jared Hull	Present
	Timothy Karas, Secretary/Treasurer	Present	Tod Kong	Present
	Greg Cavalin	Absent	Todd McMahon	Absent
	Jerry Chaney	Present	Tina Rader	Absent
	Channing Cornell	Present	Barbara Rice	Present
	Donald Coursey	Present	Irma Turner	Present
	Jay Epstein	Present		
Staff Present	Julie McGovern, Foundation Executive Director Eliza Fields, Administrative Assistant II/Scholarship Coordinator Jason Morse, Coastal Development & Community Liaison			
College Staff Present	Joe Atherton, Director of Fiscal Services Doug Dippel, Computer Support Technician			
Guests Present	Wilda Shock, Lake County Friends of Mendocino College (@12:34pm)			
Public Comment	None.			
Approval of Agenda & Minutes	Executive Director, Julie McGovern, requested to remove item #5.3 under "Discussion/Action", "Bylaws Revision: 8.4 Meetings and Actions of Committees". An amendment to the minutes from December 6, 2022 under "Annual Overview" to change the name "Lori Crandle" to "Lorree Crandell". M/S/C (Chaney/Harden). To approve the agenda as presented for February 1, 2023, with the amended request, and to approve the minutes from the regular meeting held on December 6, 2022 with the amended correction.			



	The matter passed 11-0.
COMMITTEE REPORTS	
<i>Finance Committee</i>	Investment Portfolio. Schwab reports ending on December 31, 2022 were included and reviewed for information.
	22/23 Donations Summary. An updated donations summary report was provided for information.
	22/23 Budget Update. This discussion was tabled.
	23/24 Budget Preparation. Foundation Staff and the Director of Fiscal Services, Joe Atherton, will begin preparation of the 23/24 budget over the next few months. A first read of the budget will be available at the April Foundation Board of Directors meeting.
<i>Scholarship Committee</i>	23/24 Scholarship Application Review. Directors will begin reviewing applications the week after the scholarship deadline on March 1 st along with pass-through donors to make scholarship recipient selections for each scholarship.
	AwardSpring – Reviewer Login. Foundation Staff provided a reminder to all reviewers to login to AwardSpring to ensure that everyone has a login and password for AwardSpring to begin reviewing applications after the application deadline on March 1 st .
	Scholarship Outreach. Foundation Staff have been traveling throughout Mendocino and Lake counties providing information on scholarships and scholarship application workshops. To date, the staff has met with over 300 students. Email follow-ups have been sent out to students who have not completed their application with tips and tricks on how to complete it as well to recommenders to complete their scoring scales on students' scholarship applications.
<i>Land Committee</i>	A meeting with the Finley Mountain Ranch property owners will be set to arrange the next steps for property and fencing concerns to contain livestock before construction begins on the Emergency Access Road.
<i>Special Events Committee</i>	Mendocino College 50th Anniversary – Foundation Gala 2023. The Gala will be taking place on Saturday, May 13, 2023, in celebration of the College celebrating 50 years. Sponsorships for the Gala are being secured and there are still sponsorship packages available. The “Save the Date” postcard will go out in March informing the public of this celebratory event for the District and Foundation.
<i>Governance Committee</i>	No Report.



DISCUSSION/ACTION	
<p>Bylaws Revision: 6.1 (a) and 6.9(d) Student Member</p>	<p>To make the addition of a Student Member to the Foundation Board, legal opinion has been obtained regarding the Student Member and the bylaws have been updated to reflect this change.</p> <p>M/S/C (Karas/Chaney). To approve the Student Member position on the Foundation Board of Directors and the revised bylaws as presented.</p> <p>The matter passed 11-0.</p>
<p>AB 2449 - Hybrid Meetings</p>	<p>Assembly Bill 2449 has enacted changes to the teleconferencing parameters for public meetings. Due to this change, the Foundation Board will no longer be able to participate in hybrid meetings. The quorum will only count towards those members that are attending in person. AB 2449 was included in the packet for review.</p>
<p>Review & Approve Committee Members & Affiliate Liaison List</p>	<p>Revision to Executive Committee to add Finance Committee Chair, Jared Hull.</p> <p>M/S/C (Chaney/Karas). To approve revision to Executive Committee to add Finance Committee Chair, Jared Hull to Committee Members and Affiliate Liaison List 2023.</p> <p>The matter passed 9-0.</p>
<p>Meeting Dates 2023 <i>Director Kong entered at 1:33pm</i></p>	<p>Revision to April 5th meeting date due to District’s Spring Break. The meeting date will be moved from Wednesday, April 5th to Tuesday, April 4th. To change all Executive Committee and Finance Committee meetings from “Zoom” to in-person attendance. Locations listed on meeting calendar included in packet.</p> <p>M/S/C (Turner/Coursey). To approve revision to Board of Directors meeting date from Wednesday, April 5th to Tuesday, April 4th and to change all Executive Committee and Finance Committee meetings from “Zoom” to in-person attendance.</p> <p>The matter passed 11-0.</p>
<p>Directors/Trustees Scholarship 23-24 Qualifications</p>	<p>A total of \$1,650 has been donated to the Directors/Trustees scholarship fund. The qualifications for this scholarship will be set to the same qualifications as the Mendocino College Foundation Academic Excellence scholarship and the Evelyn R. Foote scholarship.</p> <p>M/S/C (Karas/Chaney). To approve qualifications to the Directors/Trustees scholarship to the same qualifications as the Mendocino College Foundation Academic Excellence scholarship and the Evelyn R. Foote scholarship.</p> <p>The matter passed 11-0.</p>



<p>Adopt A Fifth Grader - \$25 Disbursements</p> <p>Director Turner left at 1:29pm</p>	<p>Many of the \$25 checks for the AAFG recipients become stale dated. In effort to reduce the amount of stale dated checks, for a one year trial, the Foundation will purchase \$25 visa giftcards with the AAFG logo.</p> <p>M/S/C (Harden/Coursey). To approve the purchase of \$25 visa giftcards with the AAFG logo for 2023 Adopt A Fifth Grader recipients. The matter passed 9-1 (no: Rice).</p>
<p>REPORTS FOR INFORMATION</p>	
<p>Mendocino College Superintendent/President</p>	<p>College Update. The District is two weeks into the spring semester and it has been a busy spring already. Enrollments are matching the spring 2019 headcounts, but District is seeing more part-time students than full-time students which means FTES are still down.</p> <p>In celebration of Mendocino College's 50th Anniversary, the District is holding a family friendly Community Fair on Saturday, March 25th from 11am-4pm.</p>
<p>Foundation President</p>	<p>Directors Contributions. The Directors Contributions for this fiscal year has reached nearly \$10k. Foundation President, Linda Chapman, provided a thank you to all the Directors who have contributed.</p>
	<p>Gala - Sponsorships & Auction Items. Foundation President, Linda Chapman provided a reminder to the Directors to continue to participate obtaining sponsorship and auction items for the Gala. Tickets sales are additionally a large component to the Gala's success and per the Director Commitment forms, Directors are required to buy a table and sell tickets.</p>
<p>Foundation Staff</p>	<p>AAFG Program Update. Outreach to the AAFG 2022 Graduating Class has been conducted heavily over the past few months. Over 50% of the recipients have cashed in their AAFG scholarships. Eleven of those students are currently attending Mendocino College. Annual Donor recruitment forms have been sent out for the 2023 year. Donations for adoptions are flowing in.</p>
	<p>Charitable Contribution Letters 2022. Foundation Staff is working on Charitable Contribution Letters for the year of 2022 and they will go out in the mail this week.</p>
	<p>College Day - Lake Center & North County Center. Foundation Staff will participate in "College Day" at the Lake Center on March 9th and the North County Center on March 30th from 10:00am-12:00pm. This event will replicate the "College Day" on the Coast back in October.</p>
	<p>KZYX- Mendocino College Radio Hour. The Mendocino College Radio Hour on KZYX aired on Tuesday, February 7th at 9am featuring Amanda Xu, Dean of Centers for Mendocino College.</p>



	FCCC – Emergency Fund Grant. Due to the severity of the recent storms across both Lake and Mendocino Counties, the Foundation for California Community Colleges has provided a \$10k grant for those who apply. The MC Foundation applied and was awarded the \$10k. Students who have been affected by the storms receive up to \$1k.
	Costal Development Report by Jason Morse. Scholarship information has been handed out to Point Arena High School, Mendocino High School, and Fort Bragg High School. The “Friendsraiser” hosted by the Friends of the Mendocino College Coast Center and the Mendocino Coast Chamber will take place on Thursday, February 16 th from 5pm-7pm. Mendocino College Culinary arts students will be providing the food for the event.
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). No Report.
	Friends of the Mendocino College Theatre (FMCT). No Report.
	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). No Report.
	Mendocino College Athletic Boosters (MCAB). No Report.
	North County Friends of Mendocino College (NCFMC). No Report.
	Friends of Mendocino College Agriculture (FMCA). No Report.
	Friends of Mendocino College Veterans and Dependents (FMCVD). No Report.
	Friends of Mendocino College Music Program (FMCMP). No Report.



MENDOCINO COLLEGE
Foundation

FUTURE AGENDA ITEMS	
ADJOURNMENT	<p>The meeting of the Board of Directors of Mendocino College Foundation, Inc. adjourned at 2:07pm by Foundation President Chapman.</p> <p>Submitted by: Eliza Grider, Administrative Assistant II, Mendocino College Foundation, Inc.</p>



**Mendocino College Foundation, Inc.
Executive Committee
Schedule of Meetings for the Year 2023**

Following is a list of Mendocino College Foundation, Inc. Executive Committee meetings scheduled for the year 2023. Meetings are held at the Ukiah Campus, 1000 Hensley Creek Road, Ukiah, California and are open to the public.

Day/Month	Time	Location
Tuesday, March 14, 2023	3:00 p.m.	Ukiah Campus MacMillan Hall, Room 1065
Tuesday, May 16, 2023	3:00 p.m.	Ukiah Campus MacMillan Hall, Room 1065
Tuesday, September 19, 2023	3:00 p.m.	Ukiah Campus Library Building, Room 4134
Tuesday, November 28, 2023	3:00 p.m.	Ukiah Campus Library Building, Room 4134



**Mendocino College Foundation, Inc.
Finance Committee
Meetings Schedule for the Year 2023**

Following is a list of Mendocino College Foundation, Inc. Finance Committee meetings scheduled for the year 2023. Meetings are held at the Ukiah Campus, 1000 Hensley Creek Road, Ukiah, California and are open to the public.

<u>Day/Month</u>	<u>Time</u>	<u>Location</u>
Tuesday, January 17, 2023	3:00 p.m.	Via Zoom
Tuesday, April 18, 2023	3:00 p.m.	Ukiah Campus MacMillan Hall, Room 1065
Tuesday, July 25, 2023	3:00 p.m.	Ukiah Campus Library Building, Room 4134
Tuesday, November 14, 2023	3:00 p.m.	Ukiah Campus Library Building, Room 4134