



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 Executive Committee Meeting on May 16, 2023

A regular meeting of the Mendocino College Foundation, Inc. Executive Committee convened on Tuesday, March 14, 2023 at Mendocino College, Ukiah Campus, 1000 Hensley Creek Road, Ukiah, CA 95482 MacMillan Hall, Room 1065.

GENERAL MATTERS				
<i>Call to Order</i>	The meeting was called to order by Foundation President Chapman at 3:02pm.			
<i>Members Present</i>	Linda Chapman, President	Present	Jerry Chaney	Present
	Travis Scott, Vice President	Absent	Channing Cornell	Present
	Marilyn Harden, Past President	Absent	Jared Hull	Present
	Timothy Karas, Secretary/Treasurer	Present	Todd McMahon	Absent
<i>Staff Present</i>	Julie McGovern, Foundation Executive Director Eliza Grider, Administrative Assistant II/Scholarship Coordinator			
<i>College Staff Present</i>	Joe Atherton, Director of Fiscal Services			
<i>Guests Present</i>	Marilyn Harden, Immediate Past President (on zoom)			
<i>Public Comment</i>	None.			
<i>Approval of Agenda & Minutes</i>	M/S/C (Chaney/Cornell). To approve the agenda and the minutes from September 20, 2022, as presented. The matter passed 5-0.			
DISCUSSION/ACTION				
<i>Finance Committee</i>	Investment Portfolio. February 28, 2023 reports attached for information.			
	Donations Summary Report. An updated donations summary report was provided for information.			
	22/23 Budget Update. Expenses for the year are tracking as expected. A full view will be available at the next Executive Committee meeting.			



	23/24 Budget Preparation. Foundation staff and Fiscal staff have begun preparing the draft 23/24 budget. A draft of the budget will be included at the next Board of Directors meeting in April.
Foundation President Report	Foundation Director Appointed Trustee. Foundation Director, Barbara Rice, has been appointed to the Board of Trustees for Mendocino College. The Foundation will be seeking to fill the Coastal Foundation Director position after Barbara's departure from the Foundation Board of Directors.
Scholarship Committee	23-24 Scholarship Season – Review. During the MCF 22-23 Scholarship Application Season over 550 students logged in to begin their scholarship application and 258 students successfully completed their application to be considered for scholarships.
	Scholarship Mixer. The Foundation will be holding a Scholarship Mixer to honor the 23/24 MCF Scholarship Recipients. The mixer will take place in the courtyard of the CVPA building on the Ukiah Campus on May 3 rd from 2:00pm-4:00pm.
Land Committee	Burgess Meeting. The meeting between the Foundation and Burgess to discuss the Burgess' animals on the Foundation land was well received. Discussion took place of how the landowners can work together to make a conducive agreement regarding the animals.
Special Events Committee	Gala 2023. The Gala will be taking place on Saturday, May 13, 2023 in celebration of the College celebrating 50 years. Preparation for the event is in full swing. Event page is live to purchase tables and tickets.
Governance Committee	No Report.
Superintendent/President Report	<p>College Update. Community Fair will be taking place Saturday, March 25th at the Ukiah Campus. This event is free, and the entire community is welcome!</p> <p>North County Center. Phase two at the North County Center will make it a larger, newer building. Currently, there are no facilities bond funding from the state. It would take one to two years for a local bond from local voters. To run a facilities bond campaign, the Foundation would undertake to achieve. President/Superintendent Karas made the ask to set aside funding from the access road to use towards a facilities bond for the North County Center. Discussion/action will be brought forward to the Board of Directors meeting in April.</p> <p>Student Housing Feasibility. SB 169 has allowed for Community Colleges across the state to apply for funding to develop student housing for Community Colleges. Mendocino College is participating with the application due July 3, 2023. If awarded, the state will cover the costs of construction for</p>



	<p>the student housing. This grant would help Mendocino College students regarding housing insecurity. President/Superintendent Karas made the ask for the Foundation to make the purchase of the land for this housing project if awarded the money from the state for the construction of the student housing. Discussion/action will be brought forward to the Board of Directors meeting in April.</p>
Foundation Staff Report	<p>AAFG Program Update. Donor recruitment for the AAFG program is currently taking place. To date, there are 41 adoptions. Emails will begin going out to schools and their principals to begin making selections for the awards at the end of April.</p>
	<p>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.</p>
	<p>Elwood Fund. A portion of the funds from the unspent scholarship checks has been applied to the Elwood Fund along with the generous donation from Jim Williams to fund the perpetual amount of the scholarship endowment. Finance Committee Chair, Jared Hull, reviewed the fund and requested the newly added funds be moved to money market funds to be able to earn more rather than being in bank sweep funds. An email will be sent to Main Street Research to complete this request.</p>
	<p>Once Theater Scholarship Fundraiser – March 25, 2023. The Foundation will be taking part in a scholarship fundraiser at the Theater play, <i>Once</i>. Any seats sold over 100 seats will be donated to the Foundation towards scholarship funds. Foundation staff will be at the event pouring wine donated by generous local wineries.</p>
	<p>Software Upgrade. Foundation staff have been reviewing different software for the Foundation to be able to integrate into one software database for scholarship management, event management and donor management. The Foundation is proposing to switch to Blackbaud RazorEdge. Discussion/action will be brought forward to the Board of Directors meeting in April.</p>
	<p>Staffing Requests. The Foundation has continued to grow over the years while staffing has only diminished. Executive Director, Julie McGovern, is requesting a portion of the sustainability fee be put towards to the efforts of staffing to better invest in the wellness of the Foundation going forward.</p>
FUTURE AGENDA ITEMS	
ADJOURNMENT	<p>The meeting of the Board of Directors of Mendocino College Foundation, Inc. adjourned at 4:20 pm by Foundation President Chapman.</p>



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Foundation

	Submitted by: Eliza Grider, Administrative Assistant, Mendocino College Foundation, Inc.
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