



VICTOR VALLEY COLLEGE DISTRICT FOUNDATION, INC.

Board of Directors
Meeting: July 12, 2017

MINUTES

Present: Peter Allan, Tim Anderson, Casey Armstrong, Andre Arviso, Jackie Augustine-Carreira, Larry Cusack, Deedee Garcia, Sam Grandlienard, Dennis Haghigat, Fred Hunter, Norm Hurst, Mike Nutter, Logan Olds, Teri Ortega, Angela Perdomo, Kirk Riding, Bill Scott, Paul Stanton, Marianne Tortorici, Kathleen Wood, Caroll Yule, David Perez (Guest), Catherine Abbott, Kirsten Acosta, Kristi Sandberg and Glennis Duncan.

Not Present: Don Brown, Lorrie Denson, Craig Garrick, Jason Lamoreaux, Scott Nassif, Mary Pringle, Tracey Richardson, Eric Schmidt, Dawn Serbus, Shannon Shannon, Roger Wagner and Donna Wells.

- I. The meeting was called to order at 7:04 a.m. Allan led the Pledge of Allegiance.
- II. **Calendar Review** – The board received and reviewed the July – September 2017 calendars and the major annual events calendar.
- III. **Consent Agenda:** The following items were approved as presented: MSC (Yule / Allan, Cusack, Olds and Grandlienard abstained from the minutes).
 - a. June 14, 2017 Minutes,
 - b. HP50 – Staff Job Description: Scholarship Specialist / Advancement Assistant.
- IV. **Items Pulled from Consent Agenda:** None.
- V. **Information / Discussion:**
 - a. Installation Event – June 29, 2017 – Abbott reported that the Installation luncheon was held at Spring Valley Lake Country Club. Board members noted they enjoyed the change of venue and time.
 - b. Staff Retreat – The Foundation staff retreat was held at Spring Valley Lake Country Club July 5-6. The annual staff plan will be brought forward for approval at the next meeting.
 - c. Board Retreat – The Foundation board retreat will be on September 15, 2017 in the SAC. Abbott will work with the executive committee to prepare an agenda and to retain a facilitator. The executive committee will determine if the BOT will be invited to set new goals for the new fiscal year or if the current goals will be revisited.
 - d. Donor Outreach Updates – No updates at this time. Staff will send out new contacts to each board member.
 - e. Progress Report – Abbott reviewed the performance report update. Sandberg reported on the grant funding that has been received over the last month.
- VI. **Committee & Task Force Reports:**
 - a. VP Resource Development – Caroll Yule – No Report

- b. VP Public Outreach & Recognition – Mike Nutter – No report.
- c. VP Programs & Allocations – Fred Hunter – No report.
- d. VP Campus Connections – Peter Allan – Allan reported that the AER tax return will be completed and filed for the June 30, 2017 year end. The AER board will meet to determine if the for profit Subsidiary Corporation of the Foundation should be dissolved during the year or if there are any opportunities to generate revenue. Tortorici suggested hiring a full time director to run AER should it become profitable. The board discussed additional revenue generating options including student housing.
- e. VP Operations – Norm Hurst – Hurst reported that the annual Executive Director evaluation is complete. He thanked Yule and Shannon for participating on the ad-hoc committee. He praised Abbott on her successful first year as the ED. Serbus and the audit committee have retained Smith Marion & Co. for the annual audit. The audit is scheduled for September and staff will begin the audit preparations.
- f. Treasurer – Shannon Shannon – Absent.
- g. Past President – Don Brown – Absent.

VII. **Comments:** Tortorici reported that the BOT approved the High School Career Pathways MOU (AB288 Dual Enrollment Agreements) at last night's meeting. Board members should look for the positive story regarding VVC's Accreditation in the Daily Press. Accreditation has been reconfirmed for 18 months with an ACCJC site visit following. The VVC Facilities department is moving forward with the One-Stop Center for the students. Arviso reported that ASB is adopting the 17/18 ASB goals that were established at their retreat last week. The goals will be presented next month. Olds reported that due to work commitments, his attendance may be limited for the next 12 months. Abbott reported that the Foundation received a \$20k grant from Industrial Integrity Solutions to support Adelanto students. She thanked Acosta and Sandberg for securing the grant.

VIII. The meeting adjourned at 7:58 a.m.