



VICTOR VALLEY COLLEGE DISTRICT FOUNDATION, INC.

Board of Directors

Meeting: May 11, 2016

MINUTES

Present: Peter Allan, Tim Anderson, Casey Armstrong, Jackie Augustine-Carreira, Don Brown, Magdalen Chavez, Larry Cusack, Cheryl Elsmore, Deedee Garcia, Fred Hunter, Norm Hurst, Jason Lamoreaux, Scott Nassif, Suzanne Richards, Sharon Rodriguez, Eric Schmidt, Bill Scott, Dawn Serbus, Shannon Shannon, Paul Stanton, Roger Wagner, Donna Wells, Catherine Abbott, Frank Castanos and Glennis Duncan.

Not Present: Merlin Aalborg, Lorrie Denson, Dianna Donofrio, Craig Garrick, Robert Mitchell, Mike Nutter, Logan Olds, Teri Ortega, John Pinkerton, Kirk Riding, Frank Robinson and Carol Yule.

- I. The meeting was called to order at 7:05 am.
- II. **Calendar Review** – The board received and reviewed the May - July 2016 calendars and the major annual events calendar.
- III. **Consent Agenda:** None.
- IV. **Items pulled from Consent Agenda:**
 - a. Minutes of the April 13, 2016 meeting were approved with amendments to the Closed Session report. MSC (Cusack / Scott, Allan abstains).
 - b. The board requested a special meeting of the Finance committee to review whether budget amounts should be reported as year-to-date or total fiscal year amounts. MSC (Hurst / Allan). Staff will report the committee recommendation at the next full board meeting. March 31, 2016 Financial Statements were approved as presented. MSC (Rodriguez / Wagner).
 - c. Policy FP2 – Inter-fund Loan was approved with corrections. MSC (Hurst / Nassif).
 - d. Policy FP7 – Dormant Accounts was approved as presented. MSC (Nassif / Garcia).
 - e. Policy JD2.1 – Events Committee Job Description was approved as presented. MSC (Garcia / Cusack).
 - f. Policy JD6.1 – Audit Committee Job Description was approved as amended. MSC (Hurst / Allan).
 - g. Policy JD7.1 – Investment Finance Committee Job Description was approved as amended. MSC (Garcia / Chavez).
- V. **Information / Discussion:**
 - a. Trustee Workshop – Eric updated the board that a letter was submitted to Trustee President Pinkerton to postpone the Foundation/Trustee workshop to October due to conflicting summer and board schedules. Trustee Brady has again requested the

workshop be moved to July at the latest. The board reviewed the timeline and agreed that October is the best solution to giving a concise and informational workshop. All board members are requested to attend the VVC trustee meeting on October 11, 2016.

- b. Progress Report – Staff distributed the April 2016 progress and grants and contract / community education reports.

VI. **Committee & Task Force Reports:**

- a. VP Resource Development – Caroll Yule – A recap report of the Economic Summit will be presented at the next meeting.
- b. VP Public Outreach & Recognition – Mike Nutter – Shannon reported that the Friends of the Foundation job shadowing program went well. The installation event will be on June 29 at Mike and Jennifer Nutter's home.
- c. VP Programs & Allocations – Frank Robinson – Cathy reported that an ad hoc committee met to determine criteria for the Student Emergency Fund. The policy will be presented to the executive committee for approval.
- d. VP Campus Connections – Peter Allan – The AER, the Foundation's for-profit subsidiary, board met and approved an inactive status for 1 year due to the employee transitions.
- e. VP Operations – Norm Hurst – Norm reported that approximately 132 students will be awarded through this year's scholarship drive. The total funding is expected to be over \$100,000.
- f. Treasurer – Donna Wells – Donna reported that the financial statements look good and that unrestricted cash continues to grow.
- g. Past President – Don Brown – Don reported that past presidents, emeritus council and board development committee will meet tomorrow. He invited Cathy to attend the meeting.

VII. **Comments:** Dr. Wagner thanked the Foundation for their support of the Mars event. Fire Academy graduation is this Sunday. All three union contracts are currently open. Smitty reported that the Victor Valley Bicycle Tour event is on June 4 from 8-11am on lower campus. Tim reminded the board that the VVC/EI Dorado Broadcasters job fair is tomorrow, May 12 in the gym on lower campus. Cathy reported that CSEA is requesting raffle donations for their CSEW from May 15-21. Please call Magdalen at 760-953-0411.

VIII. The meeting adjourned at 8:26 am.