



VICTOR VALLEY COLLEGE DISTRICT FOUNDATION, INC.

Board of Directors

Meeting: August 9, 2017

MINUTES

Present: Peter Allan, Tim Anderson, Casey Armstrong, Andre Arviso, Jackie Augustine-Carreira, Don Brown, Sam Grandlienard, Fred Hunter, Norm Hurst, Scott Nassif, Logan Olds, Mary Pringle, Kirk Riding, Bill Scott, Dawn Serbus, Shannon Shannon, Paul Stanton, Marianne Tortorici, Roger Wagner, Kathleen Wood, Carol Yule, David Perez (Guest), Leticia Stevens (Guest), Catherine Abbott, Kirsten Acosta, Kristi Sandberg, Frank Castanos and Glennis Duncan.

Not Present: Larry Cusack, Lorrie Denson, Deedee Garcia, Craig Garrick, Dennis Haghigat, Jason Lamoreaux, Mike Nutter, Teri Ortega, Angela Perdomo, Tracey Richardson, Eric Schmidt and Donna Wells.

- I. The meeting was called to order at 7:00 a.m. Allan led the Pledge of Allegiance.
- II. **Calendar Review** – The board received and reviewed the August – October 2017 calendars and the major annual events calendar.
- III. **Consent Agenda:** The following items were approved as presented: MSC (Yule / Allan).
 - a. July 12, 2017 Minutes,
 - b. June 30, 2017 Financial Statements,
 - c. HP10 – Staff Job Description: Executive Director,
 - d. Summer 2017 Campus Grants,
 - e. 2017-2018 Scholarships.
- IV. **Items Pulled from Consent Agenda:** None.
- V. **Presentation – 2017-2018 Strategic Plan** – Abbott reviewed the Foundation's values, mission and vision. She discussed each of the goals and objectives that staff developed during the annual staff retreat in July. The goals will be revisited at the annual board retreat on September 15.
- VI. **Action Items:**
 - a. The 2017-2018 Strategic Plan was approved as presented. MSC (Wagner / Shannon).
 - b. The 2017-2018 Budget was approved as presented. MSC (Allan / Pringle).
- VII. **Information / Discussion:**
 - a. Annual Conflict of Interest Forms – Staff distributed the Conflict of Interest Policy and Conflict Disclosure Forms and reminded board members to complete, sign and return the forms no later than September 13.

- b. Board Retreat – The Foundation board retreat will be on September 15, 2017 in the SAC from 8 am to 4 pm.
- c. Donor Outreach Updates – Hurst shared his story of the donor he contacted to say Thank You. He encouraged everyone to make their connection if they have not already.
- d. Progress Report – Abbott reviewed the performance report update for July. Sandberg reported on the grant applications that have been submitted over the last month.

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

- a. VP Resource Development – Tim Anderson – The joint Foundation / Victorville Chamber Golf Tournament is on September 29 at SVL Country Club. This year's theme is "Where Business meets Education." Sponsorship flyers were distributed. Hall of Fame 2018 nomination forms were distributed. All nominations are due by September 15.
- b. VP Public Outreach & Recognition – Mike Nutter – Absent.
- c. VP Programs & Allocations – Fred Hunter – Hunter reported that the campus grants committee met in July and thanked the board members for approving the Summer awards earlier this morning. The Foreign Languages instructor will be asked to submit the grant again in the fall when the department is more aware of what is needed.
- d. VP Campus Connections – Peter Allan – Allan suggested that certain donors could be assigned to specific board members to follow up with continuously over the year to possibly increase annual giving. Allan will assemble an ad-hoc committee to help create marketing material to increase donor giving.
- e. VP Operations – Norm Hurst – Hurst thanked everyone for their continued support of the mission.
- f. Treasurer – Shannon Shannon – The November Finance committee meeting will be a joint Audit/Finance committee meeting to accept the audit and tax return.
- g. Past President – Don Brown – Brown reported that the committee will meet next month. He is working with Abbott and Riding on gearing the committee towards estate/trust gift giving development.

IX. **Comments:** Wagner reported that enrollment is up for fall. VVC is just short of the 10K students to qualify for a mid-size college. Dual enrollment is underway for Hesperia, Victorville and Oro Grande school districts. Accreditation has been reconfirmed for 18 months with an ACCJC site visit following. VVC has 3 compliance recommendations that will be completed by next summer. One of the recommendations is already complete. Arviso reported that ASB is hosting a Student Welcome Day on August 23 from 3:30 to 7:00 pm. VVTA routes will include going to the RPSTC as of August 15. Tickets can be purchased for "You're A Good Man Charlie Brown" which is showing in the PAC August 10-12. Olds reported that internship programs support the community and hopes that VVC will create new opportunities for employers. Woods reported that she is working with College staff on the student food pantry. Abbott reported that the Foundation has supported Biology with a \$6K chemical proof lab table. Funds were reallocated from spring campus grants for fork lift tires to a new manual forklift.

X. The meeting adjourned at 8:20 a.m. MSC (Pringle / Hurst).