



VICTOR VALLEY COLLEGE DISTRICT FOUNDATION, INC.

Board of Directors

Meeting: August 10, 2016

MINUTES

Present: Tim Anderson, Don Brown, Larry Cusack, Lorrie Denson, Deedee Garcia, Craig Garrick, Fred Hunter, Norm Hurst, Scott Nassif, Mike Nutter, Logan Olds, Teri Ortega, Angela Perdomo, John Pinkerton, Mary Pringle, Tracey Richardson, Kirk Riding, Frank Robinson, Sharon Rodriguez, Eric Schmidt, Shannon Shannon, Dawn Serbus, Marianne Tortorici, Roger Wagner, Donna Wells, Evonne Torres-Tirado (Guest), Robert Sewell (Guest), Catherine Abbott, Kirsten Acosta, Frank Castanos and Glennis Duncan.

Not Present: Merlin Aalborg, Peter Allan, Casey Armstrong, Jackie Augustine-Carreira, Jason Lamoreaux, Suzanne Richards, Bill Scott, Paul Stanton and Caroll Yule.

- I. The meeting was called to order at 7:05 am.
- II. **Calendar Review** – The board received and reviewed the August - October 2016 calendars and the major annual events calendar. Eric requested the October Trustee meeting be put on the major annual events calendar. Cathy noted that the September ASB breakfast has been moved to September 22.
- III. **Consent Agenda:** The following items were approved as presented: MSC (Hurst / Pringle, Olds abstained from the Minutes).
 - a. Minutes of the July 13, 2016 meeting,
 - b. June 30, 2016 Financial Statements,
 - c. Summer 2016 Campus Grants,
 - d. 2016-17 Scholarship awards.
- IV. **Presentation – 2016-2017 Strategic Plan** – Cathy presented the mission, goals and tactics from the 2016-17 annual plan recommended from the staff retreat. Eric added that the board will review and add their own metrics to the plan at the full board retreat. Shannon reviewed the unrestricted budget revenue and expense line item explanations. Eric requested more information on the Joseph B. Campbell scholarship at the next meeting.
- V. **Items pulled from Consent Agenda:**
 - a. 2016-17 Strategic Plan was approved as presented. MSC (Hurst / Nutter).
 - b. 2016-17 Budget was approved as presented. MSC (Garcia / Nassif).
- VI. **Information / Discussion:**

- a. Annual Conflict of Interest Forms – Eric reminded board member who have not completed and returned both forms to turn them in as soon as possible. This is an annual form required by our auditors.
- b. Board Retreat – September 16, 2016 – Paul Lanning will facilitate the retreat from 9-4. Breakfast will be served from 8:30 to 9:00. 12-2 will include a lunch and trustee goal collaboration.
- c. Bylaws Review Ad-hoc Committee – Eric, Shannon, Fred, Norm, Frank and possibly Peter will serve on the committee to review the bylaws and report back any recommended changes over the next few months.
- d. Progress Report – Staff distributed the July 2016 progress, grants and contract / community education and executive director reports.

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

- a. VP Resource Development – Caroll Yule – Cathy reported that Hall of Fame award nominations are being accepted until September 15.
- b. VP Public Outreach & Recognition – Mike Nutter – Mike reported that the Friends of the Foundation are continuing with the job shadow program. The committee is still working on the donor recognition wall update.
- c. VP Programs & Allocations – Frank Robinson – No report.
- d. VP Campus Connections – Peter Allan – Absent.
- e. VP Operations – Norm Hurst – Norm and Cathy are meeting next week regarding employee files.
- f. Treasurer – Shannon Shannon – Shannon reminded all board members to attend monthly trustee meetings.
- g. Past President – Don Brown – Cathy and Eric will be attending the past presidents' / emeritus council meeting tomorrow morning at 7:30 at Johnnie D's.

VIII. **Comments:** Dr. Wagner reported that 25 new full-time faculty members have been hired to start this month. The new automotive building is underway on lower campus. He welcomed Tracey Richardson the new VP of Administration. Eric reminded everyone to attend the board retreat on September 16. He is helping Cathy in her search for a new grant writer. He reminded board members to get the word out on social media regarding the Foundation. Evonne reported that the "Cans for Concert" event will be on November 4. The SAC is a drop off location for donations for fire evacuees. ASB is hosting welcome back week August 29 to September 3. Lorrie invited everyone to attend the Unity Assembly at First Assembly of God on Sunday, August 14. Cathy reminded the board that there will not be a board meeting on Wednesday, September 14 due to the board retreat on September 16. She has completed her bachelor's degree through the University of La Verne.

IX. The meeting adjourned at 8:07 am.