



Board of Directors

Unadopted Meeting Minutes

Thursday, January 26, 2017

Meeting 4:00 pm to 5:30 pm

Frank P. Doyle Library – 4th Floor Reading Room, Santa Rosa

Members Present: Kent Seegmiller – Chair, Jeff Bricker – Vice Chair, Kathleen Doyle, Curt Groninga, Jeff Kolin, Mariana Martinez, Tom McGinley, Teresa Norton, Norm Owen, Tom Schwedhelm, Kris Shear, Bill Vick, Shirley Ward

Members Absent: Frank Chong – Secretary, Douglas Roberts – Treasurer, Julia Cooper, Sue Goranson, Lupe León, Steve Page, Bill Traverso

Committee

Representatives: Tony Parrish (Friends of Petaluma Campus Trust)

Committee

Representatives

Absent: Henry Beaumont (Ag Trust), Brian Marvin (Bear Cub Athletic Trust)

Staff:

Kate McClintock, Sarah Laggos, Breanne Beseda, Karen Brooks, Harmony Simmons

Guests:

Linda Close, Accounting, Mike Harris – Chair Elect, Friends of Petaluma Campus Trust, Marty Lee – Interim Vice President, Student Services Programs, Hal Sanford & students – SRJC Faculty, Director of Forensics, Communication Studies

1. Call to Order and Introductions – Kent

Called to order at 4:08 p.m.

2. Approval of Closed Session – Kent

Motion to approve Closed Session M/S/P

3. Public Comments of Closed Session – Kent

No public comments

4. Recess to Closed Session to consider and/or take upon any of the following items:

- a. Wilson Craig 1994 Trust Report
- b. Personnel
- c. Bylaws Update

5. Reconvene to Open Session – Kent

Meeting reconvened at 4:33

6. Reportable Action Taken in Closed Session – Kent Seegmiller

- The Wilson Craig Trust final accounting has been presented and was approved by the Board.
- The Foundation will hire an STNC to coordinate the President's Address. The Foundation will not hire additional personnel for vacant positions.
- The Board approved updates to the Foundation Executive Director job description and the Foundation Board Bylaws.

7. Approval of Minutes

Kent presented Board minutes from September, October, and November to the Board for approval.

Motion to approve minutes from 9/22/16. M/S/P

Motion to approve minutes from 10/27/16. M/S/P

Motion to approve minutes from 11/17/16. M/S/P

8. Public Comments

No public comments.

9. Presentation – Hal Sanford, SRJC Forensics

Instructor Hal Sanford and the Speech and Debate team presented to the Board. Hal reported that in 2016, SRJC's parliamentary debate team earned the #1 national ranking among two-year colleges. He shared his concerns for the Debate team's travel fund as budgets reduce.

10. SRJC President's Report – Marty Lee for Dr. Chong

Dr. Chong absent, no report.

11. Chair's Report – Kent Seegmiller

Kent announced the Board Retreat on Thursday, March 16th, from 8am-1pm.

10. Treasurer's Report – Linda Close for Doug Roberts

Linda reported on the year to date financials and Foundation budget to actuals as of December 31st 2016.

12. Executive Director's Report – Kate McClintock

YTD Gift Report

Kate reviewed the YTD fund development data. She reported the Foundation has received \$4.6 million YTD compared to \$3 million YTD last year. The Foundation has raised \$4.3 million toward the SRJC 100th Anniversary Campaign including named reserves for the Burbank

Auditorium Endowment. In reviewing the detail, Kate noted that a total of 40 donors have contributed \$3.5 million in gifts. She re-emphasized the importance of individual donors at the major gift level.

She announced the anonymous donor was Mr. Robert Harris. Mr. Harris gifted \$6 million to SRJC student scholarships. Kate, Dr. Chong, and foster student recipient Harmony Simmons-Caponio attended a memorial for Mr. Harris. Mr. Harris requested his endowment be renamed the Harris Family Charitable Trust upon his passing.

17/18 Scholarship and Program Endowment Report

Kate reported that the Foundation remains number one among California Community College's for scholarship awards. The scholarship payout remains at 3.5% averaged over five years. In this fiscal year 12 new endowments have been added totaling \$300,000 and will distribute \$10,000 in awards to students. Scholarship award focus areas include: athletics, health sciences, art, history, viticulture, hospitality, culinary, foster students, single parents, public safety, math, and fashion. Kate estimated a total \$3.7 million of all scholarship awards (endowed and non-endowed), including Doyle will be awarded to students. A full report available upon request.

Kate requested approval to distribute scholarship and program awards for the 17/18 Fiscal Year. Kent motioned to approve scholarship and program distribution report.

Motion to approve scholarship distribution for the 17/18 Fiscal Year. M/S/P

13. Alumni, Annual Fund & Corporate Relations Director Report – Sarah Laggos

Sarah reported on the status of the 16/17 President's Circle and reminded board members that 50 percent of donations came from two individuals. She shared information about the upcoming Giving Day planned for fall which will offer a premium to donors at a specific level. The premium will be an item such as a wooden bottle stopper, which was crafted from the iconic oak tree which fell down during a storm in 2014. She also shared that the college has provided a list of "lost alumni" from the 1990s who will be contacted for the SRJC 100th Anniversary.

14. Director of Marketing & Communications Report – Breanne Beseda

Breanne reported on an upcoming full-page ad featured in the non-profit issue of North Bay Biz Magazine, ongoing Press Democrat "Celebrate Community" ads, and a feature story in "Sonoma Gives," a special edition of the Press Democrat. She noted that the Foundation feature in Sonoma Gives will include a donor story on David and Dede Del Monte, the Del Monte lecture series and their endowment. Breanne presented and reported on the JC Connect Annual Report and newsletter. She announced there will be new webpages for the SRJC 100th Anniversary Campaign and Burbank Auditorium Endowment soon.

15. Committee Reports

- Investment Committee – Doug Roberts
Absent, no report.
- Ag Trust Committee - Jeff Kolin for Henry Beaumont
Jeff announced the next Agstravaganza event will take place on November 18, 2017 to honor Trustee Terry Lindley who is retiring from American AgCredit. Steve Olson is chairing the committee.
- Bear Cub Athletic Trust Committee – Brian Marvin
Absent, no report.
- Friends of Petaluma Campus Trust Committee – Tony Parrish
Tony introduced Mike Harris as the chair elect for the Friends of Petaluma Campus Trust. The Committee is planning the annual Building Community Breakfast for June. Sponsors will be announced by the end of February.

16. General Board Discussion

None

17. Other Business

None

18. Adjourn at 5:34 pm

Upcoming meetings:

- Weds., 4/05/17, 8:00 am to 1:00 pm **Foundation Board Retreat**, Doyle Library, 4th Floor Reading Room
Thurs., 2/9/17, 12:00 pm to 1:30 pm **Investment Committee meeting**, Plover Room #526