

**SAN BERNARDINO VALLEY COLLEGE FOUNDATION  
MINUTES  
JANUARY 11, 2012 – 4 p.m. – The Sunroom**

**SBVC Foundation Members Present**

Stephanie Cereceres  
Frank Ferre  
Debra Daniels  
Rich Beemer  
Lois Carson  
John Futch  
Eloise Gomez Reyes  
Judi Penman

Beverly Powell  
Lynda Savage  
Donald Singer  
Mike Stull  
Lew Warren  
Evelyn Wilcox  
Liza Wilson

**SBVC Foundation Members Absent**

James Ramos  
Ron Skipper  
Craig Petinak—Ex-officio  
Leslie Rodden  
Bob Temple

Mark Seay  
Paul Shimoff  
Danny Tillman  
Brian Townsend

**SBVC Foundation Staff Present**

Donna Hoffmann  
Dena Peters

**I. Call to Order**

The meeting was called to order at 4:05 p.m.

**II. Welcome and Introductions**

Stephanie Cereceres opened the meeting and welcomed everyone. Introductions were made around the room.

Stephanie Cereceres congratulated Dr. Deb Daniels on her new appointment as President of Joliet Junior College and for her distinguished support to the board and the Foundation, as well as her support for the organization and the community. She will be missed.

**III. Approval of October 5, 2011 Minutes**

Stephanie Cereceres asked for a motion from the members present to approve the minutes of October 5, 2011. **RICH BEEMER moved to approve the minutes; LEW WARREN seconded the motion. MOTION APPROVED.**

**IV. SBVC President Report**

Deb Daniels thanked everyone for a great experience at SBVC and being part of this community. She was thankful to have met and worked with wonderful people.

Dr. Daniels reported on the current activities at SBVC: Spring classes begin next week and most of them are full. The state keeps cutting the budget, so SBVC has to keep cutting back on

sections. We have tried to keep as many classes open as possible, and will continue to even though the governor's budget proposal for next year is not what we would like.

Dr. Daniels commented on the campus construction projects—the Physical Science building opened last semester--and we will start several new projects this year. The Auditorium and Business Building will undergo remodels and a central plant infrastructure program is forthcoming. The central plant will decrease the college utility costs over the long run.

Valley-Bound students are doing well, although there were a higher number of students who dropped out this past semester. We are interviewing each one to find out why they dropped out, but expect it was due to the economy.

Dr. Daniels distributed a handout of the latest President's Board Report to the members. She wanted to thank Donna Hoffmann for her exceptionally hard work this year and thanked the Foundation Board for their support.

#### V. Finance Reports

##### *FY 10-11 Audit Update/Review*

Tanya Rogers reviewed the revised 2010-11 Audit report (see attachment). The Board accepted the Audit at the October 2011 meeting, but after that time the auditors learned the Foundation could not report the Osher match funds as its assets because it does not have control over them. The Audit report was revised to eliminate those funds (\$153,000).

##### *Statement of Activities, Period Ending December 31, 2011*

Tanya Rogers reviewed the Statement of Activities for the period ending 12/31/11 (see attachment). She reminded the Board that the report now reflects categories to match the Audit Report, so the comparison to prior years may not be the same.

**A motion was made by LOIS CARSON to accept the report; LEW WARREN 2<sup>nd</sup> the motion. MOTION APPROVED.**

##### *Motion to Approve Scholarship Awards from Temporarily Restricted Assets*

The auditor recommended that at least once a year the board have within the minutes a motion that approves the movement of scholarship funds from temporarily restricted assets to pay students their scholarship awards.

**A motion was made by LOIS CARSON; LEW WARREN 2<sup>nd</sup> the motion. MOTION APPROVED.**

#### VI. Director's Report

##### *Scholarship Awards Ceremony & Donor Reception, May 9, 2012*

Donna Hoffmann wanted to spend some time on information and education on the scholarship process and get feedback from the board. A handout of the scholarships that are in the Foundation was highlighted.

Donna Hoffmann reviewed the scholarship application process. It is an online process that allows students to apply for all of the scholarships in one application. The scholarship committee

and chairs read about 150 applications. Scholarship awards range from \$125 to \$1,000 a year. Some students may get more than one award, based on their GPA, extra-curricular activities, path to completion, etc. Discussion ensued on gap kids, financial aid scholarships, merit based awards, etc.

Donna asked for feedback on how the Foundation actually awards scholarships. Previous awards have been issued via check to the students at the scholarship awards ceremony, making the scholarship more a reward for their work than as a commitment to continuing their education. Two years ago we issued debit cards that students could use for enrollment fees and books, but the company went bankrupt. If we don't award checks in spring, the Foundation would have to verify student enrollment for the next semester for each award recipient. Other colleges verify enrollment through financial aid.

Discussion ensued on students spending their scholarship money on non-college related expenses, what is considered a college-related expense, issuing checks for the appropriate semester, transfer and continuing students, how to streamline the process, keeping the funds at the college. Some ideas proposed by the board:

- Make students responsible for providing proof of enrollment for fall semester
- Make sure application is clear that students must be continuing at SBVC

Donna Hoffmann noted that the awards ceremony process has changed in the last two years, with the donor reception held prior to the ceremony. Discussion ensued on pairing up the donor with the recipient, when possible. The board members felt it makes the award more meaningful.

#### Committee Meetings Schedule

Donna Hoffmann reminded committee chairs to schedule meetings for the Spring Semester.

#### Director's Report

Donna Hoffmann reviewed highlights of the Director's Report (see attachment). The backside of the two-page report shows the growth of the Foundation over the last 10 years.

Liza Wilson spoke on behalf of Leslie Rodden, who was not at the meeting, about doing presentations with Valley-Bound students about the program in the community to create awareness, share the program with community groups. Donna Hoffmann and Craig Petinak are working on a brochure to accompany the presentations and help with the fundraising.

#### VII. Adjourn

Stephanie Cereceres mentioned the next meeting date—April 11, 2012, and adjourned the meeting at 5:00 p.m.

Respectfully Submitted,

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Dr. Debra S. Daniels, Secretary

San Bernardino Valley College Foundation  
Statement of Activities  
Period Ending December 31, 2011

	12/31/2011	12/31/2010	12/31/09
Revenues, gains, and other support:			
Contributions	101,669	332,509	303,667
Special Event proceeds	87,235		
Support from SBCCD	113,379		
Unrealized/Realized Gains	-37,643	241,021	140,763
Interest and Dividends	24,987	29,595	39,166
Total revenues, gains, and other support	<u>289,626</u>	<u>603,125</u>	<u>483,596</u>
Expenses:			
Scholarships	32,534	129,334	59,929
Valley Bound	60,333		
Other programs	10,728		
Professional Fees	15,431	6,742	3,665
Administrative and General Expenses	5,899	24,905	5,547
Board Expenses		586	418
Total program services	<u>124,925</u>	<u>161,567</u>	<u>69,559</u>
Supporting Services			
Management and general	113,379		
Fundraising	36,041		
Total supporting activities	<u>149,420</u>		
Total operating expenses	274,344		
Change in net assets	<u>15,282</u>	<u>441,558</u>	<u>414,037</u>

San Bernardino Valley College Foundation  
Statement of Financial Position  
Period Ending December 31, 2011

	12/31/2011	12/31/2010	12/31/09
Assets:			
Cash and equivalents	93,611	215,183	423,358
Certificates of Deposit	158,828		
Equity investments	1,331,879	1,296,711	992,997
Investments	882,840	1,052,668	916,653
Beneficial interest in FCCC endowment	510,194		
Total assets	<u>2,977,353</u>	<u>2,564,562</u>	<u>2,333,008</u>
Net Assets:			
Unrestricted	39,418	8,448	93,628
Temporarily restricted	1,360,918	1,168,094	2,065,732
Permanently Restricted	1,577,017	1,388,020	173,648
Total net assets	<u>2,977,353</u>	<u>2,564,562</u>	<u>2,333,008</u>



## DIRECTOR'S REPORT

January 11, 2012

Donna Hoffmann

### **85<sup>th</sup> ANNIVERSARY EVENTS BENEFIT ATHLETICS & VALLEY-BOUND COMMITMENT**

In case you missed my December email, I'm pleased to announce our 85<sup>th</sup> Anniversary fundraising events netted over \$45,000 for San Bernardino Valley College. Athletics earned just over \$10,000 with the Golf Tournament in September and the 85<sup>th</sup> Anniversary Gala proceeds will benefit the Valley-Bound Program (except for the monies earmarked for the President's Circle). While I am pleased these programs will receive some much needed financial support, I am especially excited about the new contacts made with SBVC Alumni. If you get an opportunity, please thank Roger Schmidt for helping make that possible.

### **SAN MANUEL FUNDS 2012-2013 VALLEY-BOUND COMMITMENT**

San Manuel Band of Mission Indians is once again funding the Valley-Bound Commitment program! We received notification in November that they would fund the 2012-2013 program, increasing the number of students to 200. The grant funding of \$189,600 covers enrollment fees, textbooks, supplies, field trips and parking permits. This is excellent news for the award-winning program, as we received over 400 applications last year for the 150 spots. We will invite San Manuel Chairman James Ramos to make a check presentation to a Valley-Bound class in the spring.



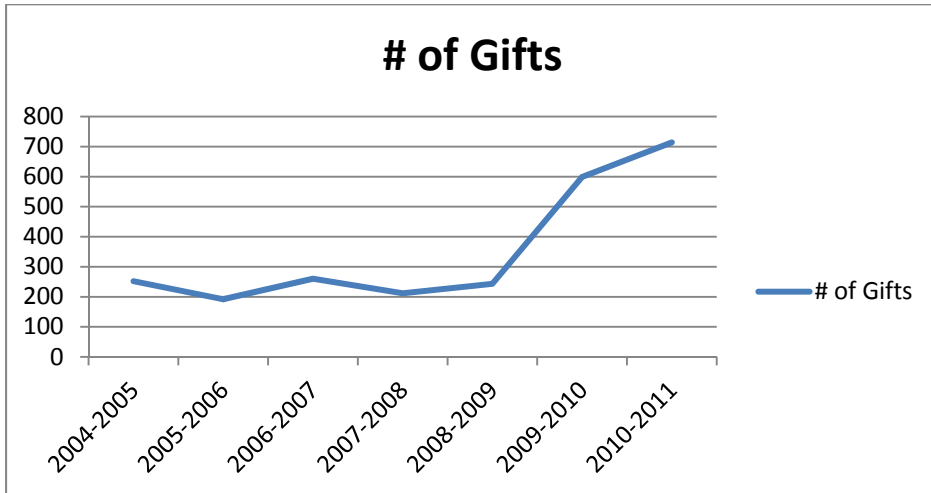
### **PRESIDENT DANIELS AND SBVC RAISE \$10,000 FOR VALLEY-BOUND COMMITMENT**

At the 2011 SBVC Holiday Gathering in December, SBVC Faculty and staff donated baskets of goodies, including one loaded with cash, "Rollin' in the Dough." Ticket sales for the baskets reached \$5,000 and Dr. Daniels matched it. The \$10,000 is earmarked for the Valley-Bound Commitment program, but this event has also proven to be a wonderful opportunity for SBVC employees to come together and celebrate the holidays.

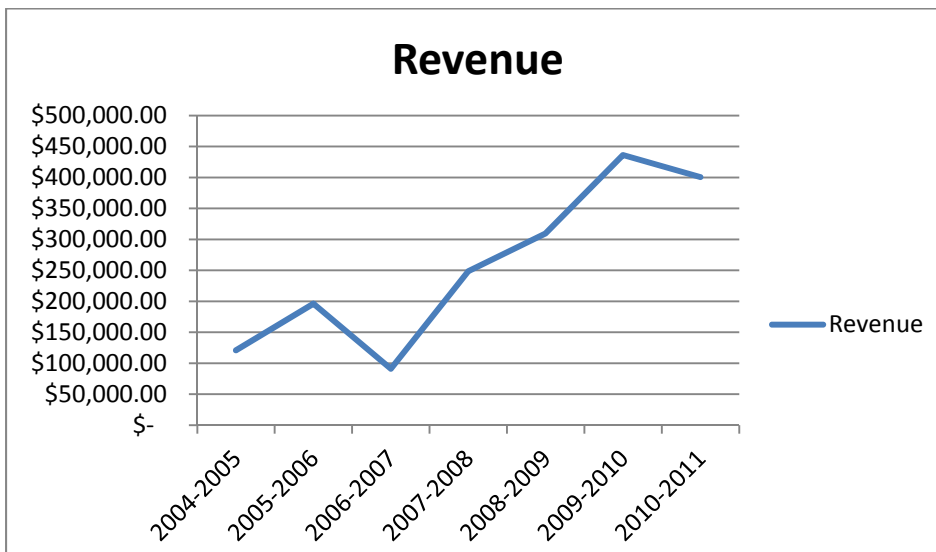
### **FOUNDATION SHOWS PATTERN OF GROWTH**

Now that we have a functional database, and in the interest of tracking the success of the Foundation's activities, I'm pleased to share the following data with you (see back page). You'll note that our revenue has been on the uptick, although we took a slight decline in 2010 (\$35,000). What I find most rewarding though, is the number of gifts we have received over the last two years—they have almost tripled since 2008! They increased from 243 in 2008, to 599 in 2009, and up to 714 in 2010. That means we have more donations (and donors) than ever before. And we've increased our potential donor database to over 4,000 names. We'll continue to grow that as we add our graduates each year.

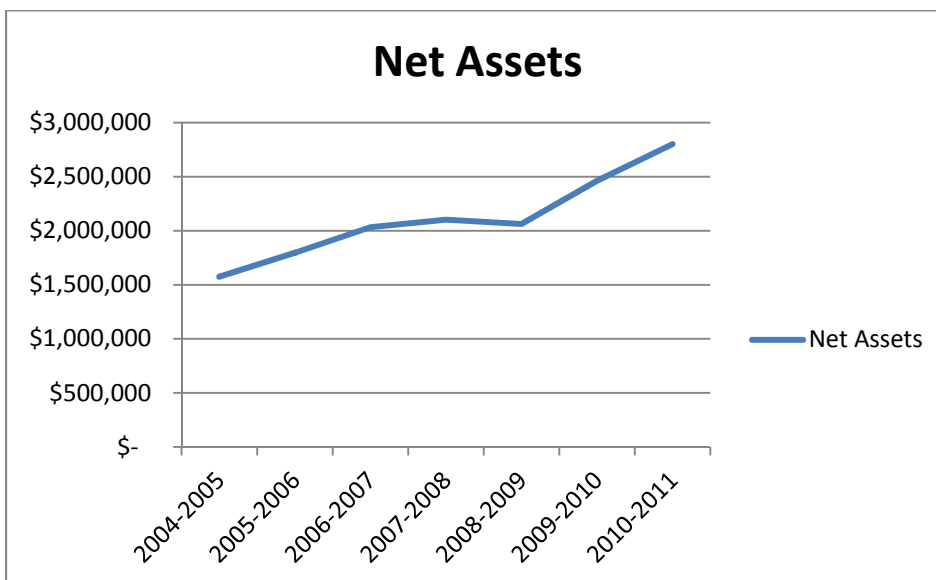
## SBVC FOUNDATION 2004-2011



<u>Year</u>	<u># of Gifts</u>
2004-05	252
2005-06	192
2006-07	260
2007-08	212
2008-09	243
2009-10	599
2010-11	714



<u>Year</u>	<u>Revenue</u>
2004-05	\$ 120,961
2005-06	\$ 196,101
2006-07	\$ 91,084
2007-08	\$ 248,616
2008-09	\$ 309,505
2009-10	\$ 436,140
2010-11	\$ 400,535



<u>Year</u>	<u>Net Assets</u>
2004-05	\$ 1,575,423
2005-06	\$ 1,796,559
2006-07	\$ 2,032,900
2007-08	\$ 2,103,247
2008-09	\$ 2,062,283
2009-10	\$ 2,461,823
2010-11	\$ 2,800,695