



SAN BERNARDINO VALLEY COLLEGE FOUNDATION MINUTES
September 12, 2018 - 5:00 p.m. – SBVC ADSS 207

SBVC Foundation Board Directors Present/Absent:

P	Susan Bangasser	A	John McMahon	A	Kristine Scott
A	Bruce Baron	A	Gary Miller	P	Scott Stark
P	Rich Beemer	P	Phil Morris	P	Edward Szumski
P	Paul Bratulin	A	Patricia Nickols-Butler	P	Dexter Thomas
A	Dennis Byas	P	Faye Pointer	A	Art Torres
P	Karen Childers	P	Beverly Powell	A	Rod Torres
A	Nick DePasquale	P	Michael Rivera	P	Bea Valdez
P	Scott Fruchter	P	Diana Z. Rodriguez	P	Anne Viricel
P	Celia Huston	A	Gary Saenz	P	Taylor Williams
A	Gary Kelly	A	Allynn Scott		

SBVC Staff: Phylicia Sanchez

I. Call to Order:

President Beverly Powell called the meeting to order at 5:07 p.m.

II. Welcome & Introductions:

Powell provided an overview of the board retreat. Self-introductions were made.

III. Approval of minutes from June 13, 2018

Beemer moved, Thomas seconded, minutes were approved with no changes.

IV. SBVC President's Report

President Rodriguez reported.

- Fall 2018 enrollment is short of hitting the goal that was set for the end of the term but is hoping to market the late start classes to make up the difference.
- The executive team will begin working on the college's strategic plan. The team started working on the strategic plan at the beginning of last year and was able to make process and work on 20 out of 36 of the goals. Four of the goals were not touched but the team will look at the 4 goals to see if they are still important to the strategic plan and if not need in then the correct steps will be taken to have those goals removed. Currently still on track for meeting the 6 goals and 30 objectives.

- The Dean of Research & Planning presented to the Board of Trustees on how the college is doing on their scorecard. The scorecard is how the State Chancellor's Office for the State of California judges the college. There 12 different areas on the score card and our college has exceeded 10 of the 12 areas. There has been improvement over the last two years. The 2 areas that the college didn't have improvement on were in the completion rates for the prepared students and the unprepared students. The reason was because the students who are in the CTE program are taking one to two classes and then are getting hired in to fields where they are able to receive a livable wage.
- The state's funding model used to be based on enrollment but now has changed to be based on performance funding.
- A view book was given to the board directors, which summarizes college offerings.

V. Committee Reports

Motion to approve committee chairs and the committee members as stated on the committee spreadsheet which was provided in the Board packet. Beemer moved and Morris seconded the motion. The Board discussed how there is not a chair to the Finance Committee, and the Board Development Committee is very small. Each committee's role was discussed. Pointer asked to be removed from being the chair of the Fundraiser Committee and recommended Nickols-Butler as chair of the committee. Valdez joined the Board Development Committee. Powell recommend Fruchter for chair of the Finance Committee. Fruchter accepted the role. Motion passed as revised.

a) Alumni – Ed Szumski

Szumski informed the board that the Alumni Association will be at the first football which will be this Saturday, September 16th. Szumski also informed the Board that he just finished signing letters to new alumni members. Also the Alumni Committee is looking to reach out to the community to ask if they would be willing to support the Alumni Association by offering a discount to members of the association. Tickets for the Bell Game were offered to the board members to purchase at the Board meeting.

b) Board Development – Bangasser

Bangasser is hoping to start early on recruiting new board members for next year and recommends Board members to look out for potential new board members while they are out in the community.

c) Finance – Fruchter

No report.

d) Strategic Planning – Morris

No report.

e) Fundraising – Karen Childers

i. Taste & Tour

Childers reminded the Board that the Taste & Tour Fundraiser is on September 27th and asks board directors to purchase tickets for the event. Childers informed the Board of the vendors and campus programs that will be participating in the event. Childers asked the Board for volunteers for during the event. Childers went over the different areas in need of volunteers. Tickets for the Taste & Tour Fundraiser were available to purchase at the board meeting.

f) Audit – Byas

No Report

VI. Budget Report: Scott Stark

Stark passed out a copy of the proposed budget to the Board. Stark reviewed the budget from 2017-2018. Last year's budget shows there was about \$129,000 more spent more than we brought in from our expected revenue. The reason for this was due to not receiving the full requested amount of \$300,000 from San Manuel Band of Mission Indians and instead of only receiving \$100,000. There was \$100,000 more brought in in specific scholarships donations than was included in the budget. Even though there was a shortage in the revenue, we were still able to transfer \$100,000 in to our investment account. The \$100,000 was taken from the General Fund account and transferred to the investment account. The transfer was recommended to keep the amount in the account lower than the FDIC threshold of \$250,000 so that the money in the bank is still insured. There was an unaudited ending balance of about \$207,000. The projected income is budgeted at \$526,000 and the projected expenses is budgeted at \$496,500. There's a difference of \$30,000 and the reason they are transferring in \$30,000 from the investment account this year is to ensure they are not running a deficit on the unrestricted account. Motion to approve the proposed budget for 2018-2019 fiscal year. Beemer moved to approve proposed budget for the 2018-2019 fiscal year, Valdez seconded, and budget was approved with no changes. Beemer inquired about the \$4,500 that was brought in for the annual appeal. Beemer suggested reaching out to the campus and the alumni for donation towards the annual appeal.

VII. Director's Report: Karen Childers

Childers congratulated the Board on receiving the Association of Fundraising Professionals Award for Volunteer Group of the Year. Childers spoke about the Association of Fundraising Professionals mixer on September 18, 2018 and their luncheon on November 13, 2018. Bratulin spoke about the elevator speech that was provided in the board packet. The elevator speech provides information regarding SBVC and is recommend for a board member to use the speech when they are promoting the campus.

VIII. Old Business: Beverly Powell

- a) Powell provided the Board with an update on the SBCCD agreement. Powell is hoping to have a meeting with the Vice Chancellor Jose Torres to review the agreement regarding specific components that are being asked of the Foundation. Beemer sent an email earlier this month to Mr. Torres asking for a meeting to be schedule to review the agreement.
- b) Powell addressed the bond measure. President Rodriguez informed the Board that the SBCCD Board has taken action at the end of July to move forward with the bond measured. President Rodriguez will provide more information regarding the status of the bond measure at the next Executive Committee meeting.

IX. New Business: Beverly Powell

Powell brought to the Board's attention about inconsistency with the Foundation accounts. It is being suggested to pay up to \$14,000 to reconcile the Foundation books. It is being asked that the Board hire a CPA to develop a system that would work for the Foundation. The board asked for a discussion prior to the motion. Stark informed the Board that a new system would help reconcile and balance all of the accounts. It would also help clarify account definitions as unrestricted, temporarily restricted, and permanently restricted. The CPA would also assist in the training of how to use the system. Childers informed the Board that this expense would be separate from the annual auditing expense. Beemer moved to authorize up to \$14,000 to spend with a professional CPA firm to reconcile and clean up the Foundation books. Fruchter seconded the motion. Motion passed.

X. Others:

The next Board meeting will be on November 14, 2018.

XI. Adjourn: The meeting was adjourned at 6:17 p.m.

Respectfully submitted,

Diana Z. Rodriguez, Secretary