



## SAN BERNARDINO VALLEY COLLEGE FOUNDATION MINUTES

May 8, 2024 - 5:00 p.m. – AD/SS 207/ZOOM

### **SBVC Foundation Board Directors Present/Absent:**

<b>P</b>	Dolores Armstead	<b>A</b>	Kenneth Lane	<b>P</b>	Anthony Roberson
<b>P</b>	Keith Bacon	<b>P</b>	Mike Layne	<b>A</b>	Thomas Robles
<b>A</b>	Paul Bratulin	<b>A</b>	Becky Lepins	<b>A</b>	Diana Z. Rodriguez
<b>A</b>	Davena Burns-Peters	<b>A</b>	Bronica Martindale	<b>A</b>	Nelva Ruiz Martinez
<b>A</b>	Michael Burrows	<b>P</b>	Justin Martinez	<b>P</b>	George San Martin
<b>P</b>	Veronica Bustillos	<b>A</b>	Kimberly Morales	<b>A</b>	Allynn Scott
<b>P</b>	Bill Clarke	<b>P</b>	Kerry Neal	<b>A</b>	Michael Sola
<b>P</b>	John Echevarria	<b>A</b>	Shelby Obershaw	<b>P</b>	James Tillman
<b>P</b>	Linda Fontanilla	<b>P</b>	Lisa Obershaw-Durham	<b>A</b>	Helen Tran
<b>P</b>	Scott Henderson	<b>A</b>	Joseph Paulino	<b>A</b>	Anne Viricel
<b>P</b>	Ernesto Izarraras	<b>P</b>	Ernie Perez		

**SBVC Staff:** Phylicia Sanchez

### **I. Call to Order:**

President Justin Martinez called the meeting to order at 5:06 p.m.

### **II. Approval of minutes from the March 13, 2024**

Clarke moved, Martin seconded, minutes were approved.

### **III. SBVC President’s Report:**

- The SBVC Commencement will be held on Tuesday, May 21, 2024, at 9 AM at San Manuel Stadium. Over 600 students have RSVP'd to participate in the celebration.
- The annual scholarship ceremony took place on Wednesday, May 7, 2024, at the SBVC Auditorium. Over 400 students were awarded more than \$500,000 in scholarships. Dr. Fontanilla enjoyed seeing the students and their families in attendance at the ceremony.
- The college is working on completing its 10-year facilities master plan in collaboration with DLR Group. Constituents from the college will have the opportunity to provide input for the master plan, which is expected to be completed in 2025.

- A new dual enrollment guide is being created to help increase the number of high school students taking college courses. The district’s goal over the next several years is to expand participation in the dual enrollment program.
- The district has developed a new technology plan designed to serve and support the colleges. The strategic plan consists of five goals, many of which aim to keep pace with technological innovation.
- Summer 2024 will be the last semester of the Books Plus Program, which was funded through COVID relief funding for the past three years. The district spent over \$22 million in COVID funds to support students with tuition and free books. As this funding has ended, the district is working on developing a new textbook program to help offset the cost of textbooks for students. Students will have the option to opt in or out of the program. Those who choose to opt in will pay \$20 for each unit they are enrolled in, with the district covering the remaining cost of the textbooks. The name of the new program is still to be determined, and it will begin in Fall 2024.
- At the May 9, 2024, Board of Trustees meeting, the board will have the opportunity to approve Chancellor Rodriguez's recommendation for the new SBVC President. Chancellor Rodriguez has selected Dr. Gilbert Contreras, who is currently the Vice President of Student Services at Fullerton College. If approved by the board, Dr. Contreras will start on July 1, 2024.
- President Fontanilla expressed that it has been a joy to work at SBVC for the past year and a half.

**IV. Committee Reports:**

a) Alumni – Mike Layne

No report.

b) Board Development – Mike Layne

The Board Development Committee recommended that the Board approve three nominees to become new board members, with their terms beginning on July 1, 2024. The nominees are:

- Dr. Susan Bangasser
- Pamela Montana
- Dexter Thomas

Clarke motioned to approve the three nominees for the 2024-2027 term. San Martin seconded the motion, which passed unanimously.

c) Finance – George San Martin

No report.

d) Strategic Planning – Mike Layne

The Board was provided with an update on the progress of the goals set by the Board.

**Goal 1:** Within the next five years, the Foundation will increase the amount of scholarships to individual students to a minimum of \$500 towards a goal of \$500,000 for all student scholarships.

**Progress of Goal 1:** In 2021-2022, the Foundation awarded over \$560,000 in student scholarships. In 2022-2023, we awarded over \$511,000. In 2023-2024, the Foundation will award over \$570,000, which represents more than \$1.6 Million over the past three years.

**a. UPDATES**

- i. The average scholarship award 2021-2022 was \$775. The average scholarship award in 2022-2023 was \$977. For 2023-2024, the average award was \$746.
- ii. In 2023-2024, the Foundation awarded over 700 scholarships to more than 500 SBVC students.

**Goal 2:** The Foundation will provide \$750,000 annually for campus programs intended to reduce obstacles and barriers that prevent our students from completing their education on time.

**Progress of Goal 2:** In 2023-2024 (to date), the Foundation has secured more than \$4 million in grant revenue for SBVC programs.

**a. UPDATES**

- i. Cycle 5 of Finish Line awarded \$150K for scholarships (funds received in July)
- ii. New \$1.5 million grant secured from Congressman Aguilar, Community Project Funding (CPF). New \$2.2 million grant from San Manuel Band of Mission Indians.

**Goal 3:** Foundation programs and initiatives will produce financial independence by 2025, thereby enabling the Foundation to serve its student's needs fully.

**Progress of Goal 3:** Endowment was at \$4,644,844.96 million as of June 30, 2022. As of May 6, 2024, the endowment was at \$5,723,282.

**a. UPDATES**

- i. Case statement for major gift campaign in development.
- ii. Submitted a \$1.5 million FY 2025 request to Congressman Aguilar for track resurfacing.

e) Fundraising – Allynn Scott

No report.

f) Audit – Justin Martinez

No report.

**V. Budget Report:** Mike Layne

The Board was presented with the Foundation’s actuals versus budgeted report through March 2024. The net ordinary income is above \$1.7 million, due in part to \$1 million from the San Manuel Grant and additional revenue from grants and the gala. In June, over \$500,000 will be awarded in scholarships. The 2024-2025 operating budget was presented to the Board for approval. Echevarria motioned to approve the 2024-2025 operating budget, and San Martin seconded the motion, which passed unanimously.

**IX. Director-’s Report:** Mike Layne

- The Taking Flight Gala attracted 447 guests, generating gross revenue of \$248,000 and a net profit of around \$120,000. Having a professional auctioneer and two spotters brought in tens of thousands of dollars. Promoting the sale of \$2,500 corporate tables contributed significantly to the profit margin. This gala nearly doubled the gross revenue and tripled the net profit compared to the 95th Gala. We received positive feedback from attendees. The 100th anniversary gala is scheduled for March 2026.
- Currently, the three positions funded through the San Manuel Grant will close on May 9, 2024. The next step is to begin the interview process for students. We hope to have the director and assistant director hired by June, with the Development Coordinator starting in July.
- The grant application for \$1.5 million from Congressman Pete Aguilar has been officially approved by the Department of Labor Employment and Training Administration. The funds will be used to purchase two zero-emission trucks for the electric vehicle program and a large portable generator. We aim to have the trucks and generator ordered and delivered before the end of the calendar year.
- A 2025 Community Project Funding request was submitted to Congressman Aguilar’s office, asking for \$1.5 million to replace the synthetic track surface on the SBVC track. The request also includes necessary adjustments to the football field to accommodate both the football and soccer programs.
- The case statement is nearly complete, with assistance from Gonser Gerber. The next step is to schedule 30-minute interviews with 40 to 50 key donors and alumni to meet with our consultant. During these interviews, participants will be asked to identify the top priorities and vision for the college, as well as what they believe is and isn’t important. The case statement aims to convey a message that resonates with donors and the community. This process will help implement a major gift campaign, which will be part of the 100th gala.
- The board retreat is scheduled for August 2024.

**X. Old Business:** Justin Martinez

No report.

**XI. New Business:** Justin Martinez

No report.

**XII. Other:** Justin Martinez

- a) John Echevarria – David Rubio, SBVC Athletic Director, was recognized for allowing the San Bernardino Police Department (SBPD) to use the SBVC track for training for the Baker to Vegas Run. SBPD was able to decrease their finish time thanks to the opportunity to practice on the track in preparation for the run.
- b) Dolores Armstead – Expressed how much she enjoyed attending the scholarship ceremony and seeing the students recognized at the event. Layne explained the process for starting a scholarship.
- c) James Tillman – Informed the board about the San Bernardino State of the City event, which will take place on Thursday, May 31, at 5 PM.

**XIII. Adjourn:** The meeting was adjourned at 5:58 p.m.

Respectfully submitted,

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Dr. Gilbert Contreras, Secretary