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**Board of Directors**

Unadopted Meeting Minutes

**Thursday, October 26, 2017**
**Meeting 4:00 pm to 5:30 pm**
**The Girvin Family Student Activities Center, Bertolini Student Center, Santa Rosa Campus**

- Members Present:** Kent Seegmiller – Chair, Jeff Bricker – Vice Chair, Frank Chong – Secretary, Scott Bartley, Mariana Martinez, Tom McGinley, Teresa Norton, Norm Owen, Kris Shear, Bill Traverso, Shirley Ward
- Members Absent:** Douglas Roberts, Kathleen Doyle, Sue Goranson, Jeff Kolin, Steve Page, Bill Vick
- Committee Representatives:** Henry Beaumont (Ag Trust)
- Representatives Absent:** Brian Marvin (Bear Cub Athletic Trust), Mike Harris (Friends of Petaluma Campus Trust)
- Staff:** Kate McClintock, Sarah Laggos, Breanne Beseda
- Guests:** Linda Close for Doug Roberts

**1. Call to Order and Introductions**

Called to order at 4:00 pm. Kent requested a moment of silence for the victims of the Northern California wildfires and acknowledged the Board members who have lost their homes.

**2. Approval of 9/28/17 Minutes (*Attachment A*)**

An amendment to the minutes was requested by Kris Shear to correct “year to date” to “to date” in the SRJC 100<sup>th</sup> Anniversary Campaign update section of the September minutes.

**Motion to approve minutes from 9/28/17 as amended. M/S/P**

**3. Public Comment**

No public comments.

**4. SRJC President’s Report – Dr. Chong**

Dr. Chong reported about the recent fires in Sonoma, Napa, Mendocino and Lake Counties. According to a College survey: 930 students, 60 employees and an estimated 20 retirees lost their homes in the fire. During the fires the Emergency Operation Center was active in responding to the immediate needs of the campus community and sent out regular communications to keep the College community informed. He thanked the Foundation staff for their leadership and for their donation of \$100,000 to start the SRJC Fire Relief Fund. Other donations included a contribution of \$50,000 from Exchange Bank and computers donated from Butte College for students who have lost everything. He reported on the recent “healing together” event that took place at SRJC to welcome students back to campus and provided them with a resource center.

Present at the event was State Chancellor Eli Oakley who gave a speech affirming his support for SRJC students in the coming months. Dr. Chong reported that since the fires an estimated 180 students have dropped out for the fall semester and the College has been in communication with the affected students and planning for next semester enrollment. He also reported that the College will be accelerating their efforts to provide around 100-200 units of student housing to accommodate student housing needs.

**5. SRJC Foundation Chair Report – Kent Seegmiller**

Kent announced that the Board will be allowing new members to start their service at the time that they join, and he encouraged Board members to continue looking for new members.

Dr. Chong presented Kris Shear with a replica of the Bailey Award which she received in 2015.

Kate announced that on behalf of the Board, she and Kent committed \$100,000 out of the operating budget to start the SRJC Relief Fund the following Monday during the the start of the fire. She and Kent agreed that since the operating budget had carried over \$300,000 from the previous year it could sustain the impact of the contribution and that the decision was necessary to jumpstart a fund for both students and employees who have been impacted by the fire.

Kris Shear shared her approval of the action and other Board members then approved the decision made. Members requested that the action be brought forward at the next meeting to formalize the vote.

Kent confirmed that the next meeting agenda include the SRJC Fire Relief Fund contribution from the Foundation as an action item.

**6. Treasurer's Report – Linda Close for Doug**

YTD Financials (*Attachment*)

Linda reported that according to the September financial statements total assets increased by \$3.3 million. Two main which contributed to asset gains were investments which netted \$1.7 million in earnings and unrealized gains, and a \$1.6 million increase in contributions.

Foundation Budget to Actuals (*Attachment*)

Kate reported that the Foundation 2% admin fee has brought in \$827,000 in revenue which has exceeded the \$740,000 prediction. She reported that the \$100,000 contribution from the Foundation operating budget will be reflected on next month's financial statement.

**7. Executive Director's Report – Kate McClintock**

Advancement Report (*handout*)

Kate provided a handout containing a summary outline of the Foundation's fundraising efforts for the SRJC Fire Relief Fund. The fund is providing \$500 to students and employees who have lost homes in the fire. She reported that \$243,000 had been raised including the \$100,00 from Foundation and \$150,000 in pledges are still pending. 630 donations have been received in amounts ranging from \$5-\$1,000. Major donors included Redwood Credit Union and The press Democrat which gave \$100,000, Exchange Bank gifted \$50,000, and \$10,000 was received from

San Mateo Junior College. A reported 930 students lost homes and 360 awards have been claimed with another 277 pending awards. Funds have been monitored on a daily basis to ensure there are funds according to the need. Kate reported that Curt Groninga has set-up a Retirees fund for SRJC retirees who have also lost their homes and the Foundation is administering the funds on their behalf as well as sending out an appeal to help raise funds.

#### YTD Gift Report

Kate provided a handout containing a summary. She reported \$2.7 year to date compared to \$1.6 YTD last year. The 100<sup>th</sup> Anniversary Campaign remains at \$7.3 million. The last Campaign leadership meeting was rescheduled for November to talk about next steps. She reported that the Fall Annual Fund efforts will be moved into next year and the President's Circle appeal will be focused on the SRJC Fire Relief Fund. She reported that the SRJC Foundation has been recognized by CASE and given an award for superior fundraising at a California Community College.

### **8. Committee Reports**

- Investment Committee – Doug Roberts  
No report.
  
- Ag Trust Committee - Henry Beaumont  
Henry reported on the upcoming AgTrust event, Agstravaganza. The event will take place November 18<sup>th</sup> at Shone Farm and will honor the retirement of Terry Lindley. Tickets are currently sold out and there is a waitlist.
  
- Bear Cub Athletic Trust Committee – Brian Marvin  
Absent, no report.
  
- Friends of Petaluma Campus Trust Committee – Mike Harris  
Absent, no report.

### **9. General Board Discussion**

Shirley Ward mentioned that AB19 passed to provide funding for student's first year at junior colleges. Dr. Chong noted that funding will need to be identified to provide coverage of enrollment fees.

### **10. Other Business**

None

### **11. Adjourn** at 5:30 pm.

#### **Upcoming meetings:**

- Thurs., 11/09/2017, 12:00 to 1:30 pm **Investment Committee meeting**, Plover Room #526
  
- Thurs., 11/16/2017, 4:00 to 5:30 pm **Foundation Board meeting**, Bertolini Associates Lounge