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**Board of Directors**

Unadopted Meeting Minutes

**Thursday, May 17, 2018**
**Meeting 4:00 pm to 5:30 pm**
**Bertolini Associates Lounge, Santa Rosa Campus**

**Members Present:** Kent Seegmiller – Chair, Jeff Bricker – Vice Chair, Frank Chong – Secretary, Scott Bartley, Dan Condron, Doug Garrison, Teresa Norton, Norm Owen, Steve Page, Kris Shear, and Bill Vick

**Members Absent:** Douglas Roberts, Sue Goranson, Jeff Kolin, Mariana Martinez, Tom McGinley, Bill Traverso, and Shirley Ward

**Committee Representatives:** Henry Beaumont (Ag Trust)- absent, Brian Marvin (Bear Cub Athletic Trust)- absent, Mike Harris (Friends of Petaluma Campus Trust)- absent

**Staff:** Kate McClintock, Sarah Laggos, Breanne Beseda

**Guests:** Lanny Brown - Dean, Public Safety/Basic Academy  
 Recruit Officer - Luis Zarate with BART PD  
 Recruit Officer - Alison Gilmore-self sponsored

**1. Call to Order and Introductions**

Called to order at 4:00 pm.

**2. Approval of 3/15/18 Minutes (*Attachment A*)**

No quorum was present at the beginning of meeting.

**Motion to approve minutes from 3/15/18. M/S/P**

**3. Public Comment**

No public comments.

**4. Public Safety and Training Center Presentation – Lanny Brown & Public Safety Training Center Cadets**

Lanny Brown, Dean of Public Safety/Basic Training Academy gave a presentation to the Board. He gave an overview of the Public Safety and Basic Training program and discussed how the program prepares cadets for work in law enforcement and other public safety fields. Lanny was joined by two PSTC graduates who shared their experiences as former students of the Academy.

**5. SRJC President's Report – Dr. Chong**

Dr. Chong reported on the upcoming 2018 Commencement Ceremony featuring Keynote Speaker Gaye LeBaron. He also reported on the status of the budget. He reported that

negotiations with faculty are progressing. In order to help the budget, Dr. Chong said he plans on consolidating management positions as they become vacant. He announced that the College has received a Chancellor's Office Innovation Grant Award of \$1 million for student success. He also reported the College will have hold harmless support for fire relief over the next few years along with a cost of living adjustment of \$3 million which he hopes will help during the process of reducing the size of the College over the next 2-3 years.

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

No report.

**7. Vice Chair's Report – Jeff Bricker**

Foundation 3-Year Strategic Plan

Jeff went over the Three-Year Strategic Plan. He discussed revising the Foundation Board's annual fundraising goals; it was agreed that \$10,000 per board member was a reasonable expectation.

**8. Treasurer's Report – Karen Brooks for Doug Roberts**

YTD Financials (*Attachment*)

Karen reported assets are up \$14,000 since March, and liabilities are up \$77,800. She reported an increase in income of \$131,000, and \$291,000 in expenditures.

Foundation Budget to Actuals (*Attachment*)

Karen reported \$150,000 was prepaid for employee benefits from April through June. For FY 17/18 the salaries and benefits will be \$21,000 below projections.

18/19 Foundation Budget (*Attachment*)

Kate presented the FY 18/19 Budget and noted that slight revisions to the fund balance will be made after the end of this fiscal year.

**Motion to accept the Foundation Budget for FY 18/19 as presented. M/S/P.**

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

YTD Advancement Report (*handout*)

Kate reported \$6.8 million YTD. She went over advancement report slides, and indicated that a bequest of approximately \$500,000 is expected soon and will be designated for scholarships to nursing students.

100th Anniversary Dinner, May 31

Kate thanked Board members who helped secure wine donations for the 100<sup>th</sup> Anniversary Celebration Dinner. She reported a \$30,000 lead gift for the "Raise the Roscoe" fundraising activity at the dinner.

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

Sarah gave an update on the Annual Fund. She reported that because of the October fires, the Annual Fund had been moved from fall 2017 to spring 2018. She also reported changes to the Annual Fund mailings. While the mailings were usually in letter form she noted that this Annual

Fund appeal would feature more visuals. The first mailing will feature SRJC Dental Program Director Carol Hatrick, the second mailing will feature Student Trustee Robert Martinez. Sarah also gave a brief description of the Alumni & Friends Facebook page which features weekly alumni stories.

#### **11. Marketing & Communications Director Report – Breanne Beseda**

Breanne gave an update on the 100<sup>th</sup> Anniversary Celebration Dinner and reported that all logistics for the event are on track.

#### **12. Committee Reports**

- Investment Committee – Kate for Doug Roberts  
 Kate gave a brief update about changes to the Investment Committee. She reported a 9% return YTD from investments. She also reported that since Graystone Consulting has moved to full discretion, the Investment Committee will meet quarterly, as well as reduce its members to nine and require members to attend meetings in person rather than via telephone.
- Ag Trust Committee - Henry Beaumont  
 Absent, no report.
- Bear Cub Athletic Trust Committee – Brian Marvin  
 Absent, no report.
- Friends of Petaluma Campus Trust Committee – Mike Harris  
 Absent, no report.

#### **13. General Board Discussion**

None.

#### **14. Other Business**

Kent shared his appreciation for his time as the Foundation Board Chair.

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

#### **Upcoming meetings:**

Thurs., 6/14/18, 12:00 to 1:30 pm	<b>Investment Committee meeting</b> , Plover Room #526
Thurs., 5/31/18, 5:30 to 8:30 pm	<b>100th Anniversary Celebration Dinner</b> , Walter Haehl Pavilion
Thurs., 7/19/18, 6:00 to 8:00 pm	<b>Board Installation Dinner</b> , Ca' Bianca, Santa Rosa
Wed., 8/15/18, 5:30 to 7:00 pm	<b>Circle of Honor</b> , Santa Rosa Campus