



SRJC Foundation Joint Budget & Executive Committee

Adopted Minutes

Wednesday, September 6, 2023 / 8am – 9:30am

Members: Teresa Norton - Chair, Suzy Marzalek – Vice Chair, Kate Jolley, Steve Page, Kerry Rego, Troy Sanderson, Dr. Angélica Garcia

Staff: J Mullineaux, Katie Greenwald

1) Call to order – Teresa Norton

- The meeting was called to order at 8:09 am.

2) Public Comment – Teresa Norton

- There were no members of the public present and no comments.

3) Approval of Minutes – Teresa

- Minutes from joint Budget Committee and Executive Committee meeting on 6.28.23 were approved. Motion by Steve Page, second by Kerry Rego and approved. Troy Sanderson abstained. M/S/P

4) President's Report – Dr. Angélica Garcia

- It's been a vibrant start across the District; Welcome Days have occurred at Santa Rosa, Petaluma, Shone Farm and the Public Safety Training Center in Windsor; Roseland's Welcome Day to take place on Sept 16
- There has been a lot of activity on campus; excitement for more students; Enrollment is up 11% from Fall 2022 / headcount up 8.5%; still down from pre-pandemic numbers with a goal of recruitment and retention
- Students are showing up, it's our job to support and retain
- Student emergencies are becoming more common than in the past. We must identify what our students need most and work to actively support them.
- The Student Housing team continues to iron out the wrinkles on student housing, and there's a lot of energy and excitement following move-in day in mid-August
- Dr. Garcia is hosting SRJC Voices, which are listening sessions across the District. This is an opportunity for the community to tell Dr. Garcia what she should know and communicate experiences. The theme of SRJC Voices is to build community since the loss of connectivity following the fires and the pandemic. Dr. Garcia has heard

feedback about feelings around Day Under the Oaks and reengaging in the community.

- The upcoming Investiture will take place on October 20. There is excitement around celebrating the District, college, campuses, and community – we’ll honor our legacy while looking at the future; Opportunity for Dr. Garcia to introduce new supporters to the SRJC community and for existing supporters to come together. We’ll use this as an opportunity to connect to the roots of the founding mothers during the ceremony as well as highlight and focus on students.
- The upcoming Foundation Strategic Plan will have a focus on student success. We’ll define the meaning through a Foundation lens, identify the components, and build a program of support. This will be inclusive of wording around what the word “community” means.
- The Ribbon Cutting for Polly Hall will take place on Friday, September 8. We anticipate a great showing from the Board of Governors, who provide oversight for the Chancellor’s office. Speakers include Dr. Navarrete from the Chancellor’s office and Senator Mike McGuire, among others. Students, faculty, staff, local elected officials, board members and members of the community will be present. Students and student success will be highlighted.
- There was an ask from Troy Sanderson of Exchange Bank for the college to help promote the benefits of the Doyle Scholarship in ways that Exchange Bank cannot (for-profit cannot promote non-profit); Important to tell the founding story and Polly’s connection to it.
- Q/A:
 - i. Question: Is the administration continuing to monitor COVID outbreaks / protocols?
 - ii. Answer: The administration is monitoring daily reports and looking for risk of outbreak. Will continue to follow the advice of local public health officials. Will continue to ensure that students are aware of the resources at the Student Health Center.

5) FY23 Foundation Operating Update – J Mullineaux

- Continuing to finalize 22/23 financial documents
- For FY24/25, the first Executive Committee meeting of the fiscal year will happen one week prior to the Board meeting to ensure financial documents can be reviewed as a part of that meeting. This will include YE statements as well as revised FY25 budget with posted investments.

- June / year-end statements and the revised FY24 budget will be presented to the board during the November meeting
- Revised budget reviewed. Investment returns are more than 8%; offset by increases in COLA and health care; adjustments around staffing

6) Governance – Teresa Norton

- Brown Act and Teleconference Participation – Action
 - Discussion around risk vs reward and frequency of need. By allowing the Board to participate via teleconference for *just cause* or *emergency* needs, the public will also be welcome via teleconference as they are now welcome in person. The vote is for board meetings only, not committee meetings. Troy Sanderson motion; Steve Page Second. M/S/P
- Board Recruitment
 - Jorge Servin has stepped off the board
 - Steve Page, Shirley Ward and Bill Traverso’s terms are up at the end of this fiscal year
 - Steve Page to reach out to contacts in the agriculture community in the Valley, including vineyard management connections
 - Dr. Garcia is reaching out to her contacts
 - Desire to diversify the board through a variety of metrics, including geography, professions, connections, etc. Will find equity voice connections via word of mouth
- Board Retreat, Nov 30
 - The retreat will take place at Balletto Vineyard from 9 am – 2 pm
 - 9-10 am: Investment/financial update
 - 10am-2 pm: Community Centric Fundraising discussion led by Michelle Muri
 - Become familiar with the principles [here](#)
 - Falls in line with philosophy adopted by Oscar Chavez of the Community Foundation and Culture of Care, which is the next step in our evolution
 - Teresa Norton, J Mullineaux and Katie Greenwald will meet with Michelle Muri on October 2 to discuss and define details of the retreat
 - The retreat will include definitions of key terms, the *why* behind the model and an emphasis on the importance of the model; facilitators will provide examples as a way to break down artificial barriers
 - We’ll move away from personalized components to systemic issues
 - The retreat and work that follows will take a student-first approach
- Upcoming Board Meeting

- Will provide an overview of the upcoming Retreat; asking board members to review the principles in advance
 - Select board members will be asked to share their “Why” to provide inspiration for why they’re committed to the board; Suzy Marzalek will contact those who will be asked to speak
- 7) Investiture Ceremony & Celebration, Oct 20 – J Mullineaux**
- The Los Cien LGBTQIA+ Mental Health Within the Latinx Community will take place the same day from 10:30 – 1 pm (off-site). This is not a part of the Investiture and is an FYI.
 - The on-campus reception will take place at the Bertolini Center from 1:30 – 3 pm
 - The on-campus ceremony will take place at Burbank Auditorium from 3 – 4:30 pm
 - The celebration will take place at Shone Farm from 6 – 9 pm
 - Board members, as well as other SRJC supporters, are invited to be a part of the Host Committee, which is inclusive of an additional cocktail party on October 19, by contributing a \$1,000 donation
- 8) Other Business**
- Building Futures, a Petaluma fundraiser, will take place on Saturday, September 23. All are invited and encouraged to attend. The focus will be on the new Construction Center.
 - Adrienne Leihy, the Foundation’s development, business and finance associate, is moving to Maryland and leaving her post at the Foundation; Position to be listed for back-fill
 - The Foundation is hiring an intern for October 2023 – June 2024 with the purpose of diversifying the pipeline for the field of philanthropy; direct result from 2022 CASE Conference
 - Teresa Norton, Suzy Marzalek, J Mullineaux and Katie Greenwald will travel to Palm Springs Oct 4 – 6 to attend the Case Conference for Community College Advancement
- 9) Adjourn**
- The meeting was adjourned at 9:26 am

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