



Unadopted Minutes

BOARD OF DIRECTORS

Thursday, January 20, 2022

Meeting 4:00 pm to 5:30 pm

Teleconference - Zoom Meeting ID: 939 3462 0528

Members: Steve Page – Chair, Teresa Norton – Vice-Chair, Frank Chong – Secretary, Kate Jolley – Treasurer, Maggie Fishman – Trustee, Scott Bartley, Jeff Bricker, Maggie Fishman, Doug Garrison, Suzy Marzalek, Kerry Rego, Kris Shear, Carolina Spence, Bill Traverso, Marion Walker, Shirley Ward, Henry Beaumont (Ag Trust)

Absent: Jorge Servin, Lori Enochs (Petaluma Campus Trust), Brian Marvin (BCAT)

Staff: J Mullineaux, Sarah Laggos, Breanne Beseda, Rudy Campos

1) Call to order – Steve Page

The meeting was called to order at 4:00pm.

2) Approval of Minutes – Steve Page

Minutes of the 11/18/21 meeting were distributed in advance.

Teresa Norton motion, Bill Traverso second, unanimous approval. M/S/P

3) Public Comment – Steve Page

There were no members of the public present.

4) President's Update – Dr. Frank Chong

Dr. Chong welcomed the board into the new year and introduced the preparation for bringing students back after the winter break with 40% in-person classes and 60% on-line. He also reviewed the campus COVID-19 protocols.

The preliminary California budget was released and was received positively. Dr. Chong anticipates that the education portion of the budget will not pose any problem and is looking forward to its approval.

Attendance is down 10% at SRJC but that number is not too alarming considering the COVID-19 pandemic. Dr. Chong has asked Dr. Smotherman, the Director of Research and Planning, to conduct a survey of SRJC students to find out if they feel supported, find out more about their experience attending SRJC during the pandemic, and find out why some students have dropped out during the pandemic and what can be done to bring them back.

Financial aid month/week is in January and the financial aid department is focused on having more students apply for financial aid. Measure H construction projects on campus are moving along ahead of schedule and he updated the board about various projects.

Dr. Chong will be going to Sacramento for the California Community Legislative Conference and will be meeting with state representatives. He hopes to advocate additional funding for SRJC. SRJC has also applied for more funding to help subsidize the student housing project to bring the cost of rent down for students.

Question from Doug Garrison about the new funding structure for SRJC. Kate Jolley answered by saying there is a lot that is still unknown about the impact of the change in the funding formula, but right now there are no major concerns.

5) Governance

a. Unrestricted Fund Use Policy Recommendation - J Mullineaux

J addressed a grant recommendation memorandum that was circulated prior to the meeting seeking approval for a Foundation grant of \$125,000 to purchase a new scoreboard for Bailey Field. The scoreboard brings a new naming opportunity and J looks forward to moving forward with the project and featuring the new branding of the SRJC Foundation.

Motion to approve expenditure:

Bill Traverso motion, Kris Shear second, unanimous approval. M/S/P

b. 2021 Audit - Kate Jolley

Kate announced the completion of the SRJC Foundation 2021 audit and received an unmodified opinion with no unusual findings to report from the auditors.

Motion to accept the 2021 Audit:

Teresa Norton motion, Caroline Spence second, unanimous approval. M/S/P

c. Conflict of Interest - Teresa Norton

Teresa reported that the Conflict of Interest Policy is straightforward with no unusual items to mention. Half of the board has signed the document at the

time of the board meeting and Teresa requested that the additional board members complete the policy when they can.

There were questions from various board members asking if the SJRC Foundation Auxiliary Committees should sign a conflict of interest form as well. J Mullineaux said that he would look into whether or not it is in the by-laws for these committees to sign the agreement as well. Breanne Beseda mentioned that we did have the SRJC Foundation trusts all sign a recently written memorandum of understanding.

6) Development & Community Engagement

- a. Report from Convening of Affiliated Trusts and Memorandum of Understanding - Breanne Beseda

Breanne Beseda reported that the Foundation brought together the leadership from the SRJC Trusts and had them review the Affiliated Trusts Memorandum of Understanding (MOU). The MOU provides clarity for the trusts and is a foundation for all of the committees to operate with the same expectations and guidelines. The document lays out the purpose of the trusts as standing committees of the foundation and details their responsibilities as fundraising committees serving as advocates for the community.

- b. President's Address Planning - Breanne Beseda

The President's Address has been approved to move forward with a plan to hold the event on campus on June 6th as a luncheon, as it has been in the past. The event will be held outdoors on the graduation lawn at the SRJC Santa Rosa campus. The President's Medallion recipient will be Pam Chanter. Basic event logistics are taking place. Breanne informed the board that they should anticipate communications from the Foundation in regard to sponsorships for the event.

- c. Summer Repertory Theatre - Sarah Laggos

Summer Repertory Theater (SRT) will be returning this summer after a two-year hiatus. Part of the Foundation's strategic funding priorities is to assist SRT with \$100,000 of support through a sponsorship program. There are various sponsorship opportunities available and Sarah will be inviting board members to a committee focused on potential sponsorship prospects soon.

- d. YTD Philanthropy - J Mullineaux

J updated the board about the Philanthropy Report that was included in the board packet and wanted to highlight a few subjects. The Foundation has secured \$5.7 million in donations through December which is \$1.4 million better than last year, which included a grant for \$1 million from Kaiser Permanente. J also highlighted a grant of \$25,000 received from the Robert and Shirley Harris Foundation that represents a very important relationship to the SRJC Foundation. When Mr. Harris passed away the Foundation received \$6 million

for scholarships and J is pleased to continue the Foundation's relationship with the family.

J also updated the board with the progress of the new SRJC Foundation building and everything is going according to plan. Maria de Los Angeles has been commissioned for a mural in the new building and will be presenting her initial ideas to a Foundation Review Group.

e. Strategic Plan Update – J Mullineaux

J updated the board on the strategic plan by re-iterating goals that were set for 2022. J was happy to report that we have already exceeded this year's goal of \$2.5 million for current funding priorities. He is also very pleased with the re-branding of the SRJC Foundation and has received a lot of positive feedback. The Foundation is looking forward to bringing back our signature events this year. The Foundation has achieved a majority of its goals and is on track to complete the rest with a few minor postponements. J looks forward to extending our current strategic plan and would like to discuss those changes at the next Executive Committee meeting.

7) Trust Committee Reports

a. AgTrust

AGstravaganza has been moved to next year and will be replaced by a small invitation-only 50th-anniversary celebration at Shone Farm. The selection of the invitees has been done by looking for the strongest Shone Farm supporters from the SRJC Foundation database.

b. BCAT

Kris Shear reminded the board that the BCAT Polenta feed was canceled. The BCAT Chair, Brian Marvin will be stepping down at the end of March because he is moving to Florida. BCAT will be searching for new leadership and the Vice-Chair, Diane Campana is presumed to be stepping up as chair in the interim.

c. FPCT

The FPCT was very pleased with the new Foundation branding. There will be a cardiac testing event held on the Petaluma campus on the 27th of February and the FPCT will have members there as ambassadors of the SRJC Foundation. There are two new members of FPCT, Abby and Nicole. Maggie Fishman also wanted to announce the retirement of Dr. Jane Saldana-Talley.

8) Foundation Written Reports
(Attached to Board Packet)

- a. Financials and Budget to Actual Reports

No comments

- b. Executive Director, Philanthropy Director, and Community Engagement Director Reports

No comments

9) Other Business

None

10) Adjournment

Meeting adjourned at 5:23 p.m.